

*Guidelines for the Creation of the*  
**Internal Quality Assurance Cell (IQAC)**  
**and Submission of Annual Quality Assurance**  
**Report (AQAR) by Accredited Institutions**  
*(For Affiliated/Constituent Colleges)*

(Revised as per Revised Accreditation Framework in November, 2017)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

# NAAC

## VISION

*To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.*

## MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

## Value Framework

To promote the following core values among the HEIs of the country:

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

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# **Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions**

## **Introduction**

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives.

Its success depends upon the sense of belongingness and participation in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries.

## ***IQAC – Vision***

To ensure quality culture as the prime concern for the Higher Education Institutions through institutionalizing and internalizing all the initiatives taken with internal and external support.

## **Objective**

*The primary aim of IQAC is*

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## **Strategies**

*IQAC shall evolve mechanisms and procedures for*

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) Relevant and quality academic/ research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

## **Functions**

*Some of the functions expected of the IQAC are:*

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

## **Benefits**

*IQAC will facilitate / contribute to*

- a) Ensure clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;
- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

## Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. Teachers to represent all level (Three to eight)
3. One member from the Management
4. Few Senior administrative officers
5. One nominee each from local society, Students and Alumni
6. One nominee each from Employers /Industrialists/Stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution, accordingly the representation of teachers may vary. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It is advisable to change the co-ordinator after two to three years to bring new thoughts and activities in the institution.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.
- ♦ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives

should be of high social standing and should have made significant contributions to society and in particular to education.

## **The role of the Coordinator**

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior/competent person with experience and exposure in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic/administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is essential that the coordinator may have sound knowledge about the computer, data management and its various functions such as usage for effective communication.

## **Operational Features of the IQAC**

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for “education” is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC by end of September every year positively. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle’s accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well as quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Report (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Governing Council/ Executive Council/Board of Management) for the follow up action for necessary quality enhancement measures.

*The IQACs may create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR, and Certificate of Accreditation Outcomes and regularly upload/report on its activities, as well as for hosting the AQAR.*

## **Revised Accreditation Framework**

NAAC has launched Revised Accreditation Framework since July, 2017 and hence AQAR format also modified, in cognizance with the new methodology. The tools and parameters are designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the HEI’s for upcoming



cycles of Accreditation. Data collected/prepared infuses quality enhancement measures undertaken during the years. Further, it also adds quality enhancement and quality sustenance measures undertaken in teaching, learning, research, extension and support activities of the Institution. It is hoped that new AQAR would facilitate Educational Institutions for creating a good database at Institutional level for enhancing the quality culture.

As per the Revised Accreditation Framework (RAF), the NAAC Accredited institutions need to submit the AQAR online. NAAC is in the process of ICT integration in Assessment and Accreditation. The login id for the online submission for AQAR submission will be the e-mail id used for the IIQA. The AQAR submission is part of the post accreditation module, in due course of time. NAAC portal will have the facility to submit the AQAR online and Institutions will receive automated response. AQAR of the preceding year be submitted to the NAAC within six months i.e. the institutions should submit the AQAR before 31<sup>st</sup> December of every year.

*The Higher Education Institutions need not submit the printed/hard copy of AQAR to NAAC.*

### **Mandatory Submission of AQAR by IQAC**

The Executive Committee of NAAC has decided that **regular submission of AQARs is mandatory for 2<sup>nd</sup> and subsequent cycles of accreditation with effect from 16<sup>th</sup> September 2016:**

The following are the pre-requisites for submission of IIQA for all Higher Education Institutions (HEIs) opting for 2<sup>nd</sup> and subsequent cycles of A& A:

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

*Note: The terms and abbreviation used in AQAR are in accordance with respective manuals for assessment of NAAC. Please refer institutional manual for glossary and abbreviations terms used in AQAR.*



- Name of the Affiliating University: **Raj Rishi Bhartrihari Matsya University, Alwar**
- Name of the IQAC Co-ordinator : Dr. Anuradha Paliwal
- Phone no. : 0144-2332235

Alternate phone no.

- Mobile: 9413455461
- IQAC e-mail address: principalamttc@gmail.com
- Alternate Email address: cppaliwal2012@gmail.com

3. Website address: www.aryakanya.com

Web-link of the AQAR: (Previous Academic Year):

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

4. Whether Academic Calendar prepared during the year?

Yes/No: Yes, if yes, whether it is uploaded in the Institutional website: [www.aryakanya.com](http://www.aryakanya.com)

Weblink: <http://www.aryakanya.com/uploads/-1-annual%20plan%202016-2018.pdf>

#### 5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 <sup>st</sup>	A	3.11	2017	from: 30-10-2017 to: 29-10-2022
2 <sup>nd</sup>				from: to:
3 <sup>rd</sup>				from: to:
4 <sup>th</sup>				from: to:
5 <sup>th</sup>				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: **11-07-2013**

#### 7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Yoga Day	21 June 2017	All Students
Talent Search Programme	5 August 2017	All Students
Prize Distribution & Farewell Programme	19 July 2017	All Students
Pravasotsav (New Session)	27 July 2017	All Students
Mahendi & Rangoli Competition	12 August 2017	Participated Students
Merathan Res Competition	13 August 2017	Participated Students

Independence Day	15 August 2017	All Students
Plantation Programme	18 August 2017	All Students
Sadbhawana Divas	19 August 2017	All Students
Micro Teaching/Orientation Programme	04-23 September 2017	All Students
Teacher's Day	05 September 2017	All Students
Extension Lecture on Teacher Education	07 September 2017	All Students
Legal Awareness	11 September 2017	All Students
Extension Lecture on Effective Teaching	12 September 2017	All Students
Hindi Divas	14 September 2017	All Students
Alumni Meeting	14 September 2017	Participated Students
Extension Lecture on Quality Concern in Teacher Training	19 September 2017	All Students
Gandhi & Sashtri Jayanti	02 October 2017	All Students
Demonstration Lesson Plan by Lecturer	08 November 2017	All Students
National Educational Day	11 November 2017	All Students
Daughters are Precious Programme by NHM	17 November 2017	All Students
Open Air Session B.Ed 2 <sup>nd</sup> Year 2017-18	15-24 December 2017	All Students
Rally on Beti Bachao-Beti Padhao	16 December 2017	All Students
Educational Tour	24 December 2017	All Students
Open Air Session B.Ed 1 <sup>st</sup> Year 2017-18	17-27 January 2018	All Students
Voter Awareness Rally	20 January 2018	All Students
Debate Competition	08 January 2018	Participated Students
Rangoli Competition	10 January 2018	Participated Students
National Girl Day	24 January 2018	All Students
Republic Day	26 January 2018	All Students
Human Chain for Voter Awareness	27 January 2018	All Students
Swami Dayanand Saraswati Divas (Shobha Yatra)	10 February 2018	All Students
Science Paper Reading on Water Management	24 March 2018	All Students

Extension Lecture on Chuppi Thodo-Sayani Bano	24 March 2018	All Students
Workshop on Evaluation	05 April 2018	All Students
Kavi Sammlen (Shaid Mangal Panday Smriti)	06 April 2018	All Students
Art & Craft Exhibition	06 April 2018	All Students
Debate Competition	07 April 2018	All Students
G.K. Competition	07 April 2018	All Students
Essay Competition	11 April 2018	All Students
Poster Competition on Women Empowerment	19 April 2018	Participated Students
Seminar on Stress in Education	20 April 2018	All Students
Science Exhibition	20 April 2018	Participated Students
Extension Lecture on Psychological Test	21 April 2018	All Students

**Note: Some Quality Assurance initiatives of the institution are:**

**(Indicative list)**

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

**8. Provide the list of funds by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

**\*upload latest notification of formation of IQAC: -**

Sr.No.	Name	Designation
1	Dr. C.P. Paliwal	Chair Person
2	Smt. Kamla Sharma	Management Nominee
3	Dr. Anuradha Paliwal	Convener
4	Dr. Pramod Kumar Sharma	Staff Member
5	Dr. Bharmdutt Sharma	Staff Member
6	Sh. Roop Ram Yadav	Staff Member
7	Sh. Ramakant Jaiman	Staff Member
8	Smt. Manju Sharma	Staff Member
9	Dr. Ajay Kumar Sharma	Educationist
10	Dr. S.K. Mehto	Educationist
11	Dr. Anita Soni	Educationist
12	Smt. Nirmala Choudhary	Librarian
13	Smt. Manju Sharma	Alumni Member

10. No. of IQAC meetings held during the year: **4 Meetings**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: <http://www.aryakanya.com/uploads/-1-Minutes%20of%20the%20IQAC%20Meeting.pdf>

Yes/No : **Yes**

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No **No**

If yes, mention the amount: Year:

12. Significant contributions made by IQAC during the current year (maximum five bullets)

- \* **A state level seminar organised.**
- \* **Kavi (Poet) sammelan-National level poets participated.**
- \* **Exhibition pertaining to Art & Craft and Science.**
- \* **Extension lecture – by Dr. Mahesh Bhargav (Well known Psychologist)**
- \* **Rally on Women Empowerment and Legal Awareness.**

**13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
<p>To promote all-round development of the students various cultural, literary, college magazine, social and physical activities of the exercise regarding the best performance.</p> <p><b>Academic Excellence</b> – orientation, seminar, workshop at college level, teaching practice, assignment, open-air session, link them for research area by giving action research, case study, project work and ICT based teaching learning process.</p>	<p>The plan of action chalk out by the IQAC in the beginning of the academic year for the quality enhancement are achieved successfully by the Institution.</p> <p>All the academic activities those involved in plan of action have organised time to time and achieved all the objectives successfully.</p>

**14. Whether the AQAR was placed before statutory body? Yes /No: No**

Name of the Statutory body:

Date of meeting(s):

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?**

**Yes/No: Yes**

**Date: 25-26 Sept 2017**

**16. Whether institutional data submitted to AISHE: Yes/No: Yes**

**Year: 2018**

**Date of Submission: 24-02-2018**

**17. Does the Institution have Management Information System?**

**Yes ✓ No**

**If yes, give a brief description and a list of modules currently operational.**

**(Maximum 500 words)**

The Institution selects , collects and analyses the data and information on academic and administrative aspects of decentralisation of the power and work. The Institution monitors the performance of the teaching and non-teaching staff members by self appraisal, students feedback on the faculty performance and assessment of the faculty members by the Principal.

## Part-B

<b>CRITERION I – CURRICULAR ASPECTS</b>					
<b>1.1 Curriculum Planning and Implementation</b>					
<b>1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words</b>					
The Institution has the mechanism system to deliver and documentation for curriculum to the trainees. Teacher educators demonstrate and justify the judicious use of appropriate methodology in handling and mastery learning by ICT. The faculty members are the modal user of ICT. They make good use of power point presentation and project based instructional different curricular and co-curricular activities. We initiate the session with Hawan. Morning assembly is organised by student teachers of respective “Sadans” on every days. The Institution organises orientation programme, related micro teaching, lesson planning, tutorial classes, demo lessons, internal assessment, open-air session for well planned delivery and documentation.					
<b>1.1.2 Certificate/ Diploma Courses introduced during the Academic year</b>					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
-	-	-	-	-	
<b>1.2 Academic Flexibility</b>					
<b>1.2.1 New programmes/courses introduced during the Academic year</b>					
<b>Programme with Code</b>	<b>Date of Introduction</b>	<b>Course with Code</b>	<b>Date of Introduction</b>		
-	-	-	-		
<b>1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.</b>					
Name of Programmes adopting CBCS	<b>UG</b>	<b>PG</b>	Date of implementation of CBCS / Elective Course System	<b>UG</b>	<b>PG</b>
-	-	-	-	-	-
Already adopted (mention the year)				-	-
<b>1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year</b>					
	Certificate		Diploma Courses		
No of Students	-		-		
<b>1.3 Curriculum Enrichment</b>					
<b>1.3.1 Value-added courses imparting transferable and life skills offered during the year</b>					
Value added courses		Date of introduction		Number of students enrolled	
-		-		-	
<b>1.3.2 Field Projects / Internships under taken during the year</b>					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
<b>Teaching Internship</b>			<b>114 B.Ed.pt 2and 129 B.Ed. pt 1</b>		
<b>1.4 Feedback System</b>					
<b>1.4.1 Whether structured feedback received from all the stakeholders.</b>					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
<b>Yes</b>	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>Yes</b>	



**1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)**

Feedback on the curriculum is sought through Alumni meetings, Interaction between teachers and students, Faculty meetings on regular intervals exclusively for this purpose, meetings with experts and educationists at formal and informal level. Parent Teachers meetings are also organized to obtain feedback. The institution has adopted well oriented mechanism of getting feedback and exchange of information with regards to the curricular and co-curricular aspects of the B.Ed. course being run in the institution. After getting feedback from different domains, we analyse it and find conclusions and findings. Then Institution utilized them for overall development of the institution and pupil teachers.

**CRITERION II -TEACHING-LEARNING AND EVALUATION**

**2.1 Student Enrolment and Profile**

**2.1.1 Demand Ratio during the year**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.Ed.	<b>150-B.Ed. pt-1</b> <b>150-B.Ed. pt-2</b>	-	<b>138</b> <b>114</b>

**2.2 Catering to Student Diversity**

**2.2.1. Student - Full time teacher ratio (current year data)**

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>2017</b> - <b>2018</b>	<b>252</b>	-	18	-	-

**2.3 Teaching - Learning Process**

**2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)**

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
18	7	TV, DVD, OHP, SLIDE PROJECTOR, EPIDIASCOPE, COMPUTER, LED PROJECTOR, AMPLIFIER, PROJECTION SCREEN, MODELS, slides etc	3	-	YES

**2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)**

The Institution has students mentoring system. Mentoring is done through the tutorial groups. In tutorial groups student and the teachers interact with each other on personal basis, various personal and educational problems of the students are solved. There is also a provision for the same in routine time table. For this purpose the college has following arrangement:- Tutorial group, House system, Guidance and Counselling Cell, Women Cell, Social Club etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
<b>252</b>	<b>18</b>	<b>1:14</b>

**2.4 Teacher Profile and Quality****2.4.1 Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
<b>18</b>	<b>18</b>	<b>NO</b>	<b>-</b>	<b>4</b>

**2.4.2 Honours and recognitions received by teachers**

*(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )*

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
-	-	-	-

**2.5 Evaluation Process and Reforms****2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Ed.	-	Year	B.Ed.pt1: 4 July 2018 B.Ed.pt2: 5 July 2018	19 September 2018 21 August 2018

**2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)**

The students are assessed/evaluated through various ways like class test, House tests, external University Exam, Assignment based lessons, seminars etc. In nutshell we follow continuous comprehensive internal evaluation system along the lines of affiliating University. We apply cooperative learning approach and context based learning approach to some topics of our curriculum. Continuous evaluation is done time to time to judge the achievement of pre specified objectives. Holistic approach is used for assessment of all

round development of students with the help of ICT. College also has a method of evaluation of teacher on the basis of teacher's self appraisal report, which is submitted at the end of every academic year.

### 2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution prepared academic calendar and there is provision for conduct the internal examination. The annual examination schedule is prepared by affiliated university. All the rules and regulations are followed by the Institution to conduct the examination according to syllabus and curriculum.

### 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 in website of the institution (to provide the weblink)

<http://aryakanya.com/uploads/-1-Program%20outcomes.pdf>

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
-	B.Ed.	114	114	100

### 2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research Projects (other than compulsory by the College)	-	-	-	-
International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

### 3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
-	-	-

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year						
Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category		
-	-	-	-	-		
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre	Name	Sponsored by				
-	-	-				
Name of the Start-up	Nature of Start-up	Date of commencement				
-	-	-				
<b>3.3 Research Publications and Awards</b>						
3.3.1 Incentive to the teachers who receive recognition/awards						
State	National	International				
-	-	-				
3.3.2 Ph. Ds awarded during the year ( <i>applicable for PG College, Research Center</i> )						
Name of the Department	No. of Ph. Ds Awarded					
-	-					
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication	Average Impact Factor, if any			
National	-	-	-			
International	-	-	-			
<b>3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year</b>						
Department		No. of publication				
DR. C. P. PALIWAL		7				
DR. PRAMOD KUMAR SHARMA		1				
DR. ANURADHA PALIWAL		4				
SMT. MANJU SHARMA		1				
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
-	-	-	-	-	-	-
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
-	-	-	-	-	-	-

<b>3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :</b>				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	-	18	-	-
Presented papers	3	2	-	-
Resource Persons	-	-	-	-
<b>3.4 Extension Activities</b>				
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year				
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers <b>co-ordinated</b> such activities	Number of students participated in such activities	
-	-	-	-	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
-	-	-	-	
<b>3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year</b>				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers <b>coordinated</b> such activities	Number of students participated in such activities
1	Rajasthan Govt. Order	Beti-Bachao Beti-Padhao Rally	2	125
2	Health and Family Welfare Department, Rajasthan(NHM-PCPNDT)	Daughters are Precious Programme	2	122
3	SAPNA(NGO)	Legal Awareness Programme related to Women	2	222
<b>3.5 Collaborations</b>				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity	Participant	Source of financial support	Duration	
-	-	-	-	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of	Title of the linkage	Name of the partnering institution/ industry	Duration <b>(From-To)</b>	participant

linkage		/research lab with contact details				
-	-	-	-	-		
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year						
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs			
-	-	-	-			
<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
<b>4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year</b>						
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development				
-		605390.00/-				
<b>4.1.2 Details of augmentation in infrastructure facilities during the year</b>						
Facilities	Existing		Newly added			
Campus area	4955.71 Sqr Mtr		-			
Class rooms	09		08			
Laboratories	8		0			
Seminar Halls	1		0			
Classrooms with LCD facilities	1		0			
Classrooms with Wi-Fi/ LAN	09		08			
Seminar halls with ICT facilities	1		0			
Video Centre	0		0			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	0		0			
Value of the equipment purchased during the year (Rs. in Lakhs)	0		0			
Others	0		0			
<b>4.2 Library as a Learning Resource</b>						
<b>4.2.1 Library is automated {Integrated Library Management System -ILMS}</b>						
Name of the ILMS software	Nature of automation (fully or partially)		Version	Year of automation		
Koha Software	Fully		Koha-16.05.12.000 OS version Linux Library	2017		
<b>4.2.1 Library Services:</b>						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6616	-	25	3610/-	6641	
Reference Books	2211		140	18541/-	2351	
e-Books	-	-	-	-	-	-
Journals	14	8602/-	-	-	14	8602/-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Library automation	✓	-	-	-	-	-
Weeding (Hard &	✓				-	

Soft)						
Others (specify)	-	-	-	-	-	-

<b>4.3 IT Infrastructure</b>									
<b>4.3.1 Technology Upgradation (overall)</b>									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	27	1	BSNL	BSNL	-	1	-	2MBPS	-
Added	-	-	-	-	-	-	-	-	-
Total	27	1	BSNL	BSNL	-	1	-	2MBPS	-
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
2 MBPS(Yes) /GBPS(No)									
4.3.3 Facility for e-content									
Name of the e-content development facility						Provide the link of the videos and media centre and recording facility			
-						-			
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the teacher		Name of the module			Platform on which module is developed		Date of launching e - content		
-		-			-		-		

<b>4.4 Maintenance of Campus Infrastructure</b>			
<b>4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year</b>			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
-	925673.00/-	-	719015.00/-
<b>4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)</b>			
<a href="http://aryakanya.com/uploads/-1-Procedures%20and%20Policies%20forMaintaining%20Utilizing%20Physical.pdf">http://aryakanya.com/uploads/-1-Procedures%20and%20Policies%20forMaintaining%20Utilizing%20Physical.pdf</a>			

<b>CRITERION V - STUDENT SUPPORT AND PROGRESSION</b>			
<b>5.1 Student Support</b>			
<b>5.1.1 Scholarships and Financial Support</b>			
	Name /Title of the scheme	Number of students	Amount in Rupees
<b>Financial support from institution</b>	<b>Post Matric Scholarship Scheme</b>	<b>68</b>	<b>27000 Rs. Per Student</b>
	<b>Widow/Divorce CM(B.Ed.) Sambal</b>	<b>01</b>	<b>27000 Rs. Per Student</b>

	<b>Yojna</b>				
Financial support from other sources					
a) National	-	-	-	-	
b) International	-	-	-	-	
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme		Date of implementation	Number of students enrolled	Agencies involved	
-		-	-	-	
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-2018	-	-	-	-	-
5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year					
Total grievances received		No. of grievances redressed	Average number of days for grievance redressal		
-		-	-		
-					
<b>5.2 Student Progression</b>					
5.2.1 Details of campus placement during the year					
<b>On campus</b>			<b>Off Campus</b>		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
-	-	-	-	-	-
5.2.2 Student progression to higher education in percentage during the year -					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
-	-	-	-	-	-
5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)					
Items		No. of Students selected/ qualifying	Registration number/roll number for the exam		
NET		-	-		
SET		-	-		
SLET		-	-		



GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	-	-
Any Other (CTET/REET)	-	-

#### 5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
1. Yoga Day	College Level	All Students
2. Award / Prize Distribution and Farewell	College Level	All Students
3. Mehendi and Rangoli	College Level	Participated Students
4. Independence Day	College Level	All Students
5. Plantation	College Level	Participated Students
6. Teachers Day	College Level	All Students
7. Hindi Day	College Level	All Students
8. Gandhi and Shastri Jayanti	College Level	All Students
9. Open-Air Session	College Level	All Students
10. National Girls Day	College Level	All Students
11. Republic Day	College Level	All Students
12. Swami Dayanand Saraswati Procession	College Level	All Students
13. Kavi Sammelan	College Level	All Students
14. Debate Competition	College Level	Participated Students
15. G.K. Competition	College Level	Participated Students
16. Essay Writing Competition	College Level	Participated Students
17. Poster Making	College Level	Participated Students

#### 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)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
-	-	-	-	-	-	-

#### 5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

-
<b>5.3 Alumni Engagement</b>
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):
NO
5.3.2 No. of <del>registered</del> enrolled Alumni:
-
5.3.3 Alumni contribution during the year (in Rupees) :
-
5.3.4 Meetings/activities organized by Alumni Association :
-
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>
<b>6.1 Institutional Vision and Leadership</b>
<b>6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)</b>
<p>The Institution conducts many practices for decentralization and participative management during the last year but here only two practices are mentioned – Curricular Activities-</p> <p>Orientation is given about use of teaching aids, methods and techniques of teaching, classroom problems, traits of a good teacher, preparation of micro and macro lesson plans, etc. by the teaching subject teachers in their respective classes. The subject teachers give demonstration lessons on use of various skills and methods. Micro-teaching sessions are conducted. Preparatory files are prepared by the students for each of the two teaching subjects, which include 5 micro lesson plans. 5 macro lesson plans and observation of two demonstration lessons by the teacher. During the teaching practice in the schools, continuous monitoring is done and feedback is provided by peers, Teacher Educators, School teachers and peers for improvement.</p> <p><b>Co-curricular-</b></p> <ul style="list-style-type: none"> <li>• Assembly Programs- The Institution organized many programmes during morning assembly according to classified Houses in the supervision of House In charge and those activities help the students for participate and decentralizing management system. Some important activities organize in daily routine such as- Special Day Celebration, Inspired Quotes, News, Yoga Practice etc.</li> </ul>
6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:
Yes
<b>6.2 Strategy Development and Deployment</b>
<b>6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):</b>
<p>❖ <b>Curriculum Development-</b> Feedback is gathered through various sources such as Alumni Association Meetings, Interactions with experts &amp; educationists, Parent- Teachers Meetings and meetings with prospective employers like Principals of schools during Teaching Practice schedules and forwarded to Curriculum Development Committee as suggestions.</p>
<p>❖ <b>Teaching and Learning-</b> Changes have been made in TLP (Teaching Learning Process) and additions have been made in Models of Teaching and micro skills by the University, according to the emerging needs and trends of Teaching Learning Process for quality improvement. Such changes in</p>

the syllabus make the students aware of recent advancements in Educational Technology and thus result in student satisfaction. The institution engages students in active learning by providing them various resources of learning like library, internet, giving individual projects simulation, peer teaching, role playing, practice teaching, group discussion etc.

❖ **Examination and Evaluation-** The students are assessed/evaluated through various ways like class test, House tests, external University Exam, Assignment based lessons, seminars etc. In nutshell we follow continuous comprehensive internal evaluation system along the lines of affiliating University.

❖ **Research and Development-** The institution tries its best to motivate the teachers to take up research in education to keep abreast of the current knowledge and development in the field of Teacher Education. The library is equipped with vast variety of books and surveys. Various National and International Journals are also subscribed for the library. Broadband internet assessment is available to the Teacher Educators. The main area of research prioritized by the institution-

\* Action Research

\* Case Study

❖ **Library, ICT and Physical Infrastructure / Instrumentation-** Different kinds of the dictionaries, encyclopedias, journals/periodicals, and atlas are also available in the library. A variety of news papers of both in Hindi and English are regularly noticed in the library including employment newspapers. Major research surveys on education are also available to use for the staff and students for maintaining the quality education. The institution tries to utilize its infrastructure and Learning resources in the best possible way. The institution also provides the best of infrastructure and learning resources to its faculty and students to keep pace with the recent developmental trends in education and technology. The institution has a well equipped computer lab with facilities like internet connectivity and printer which is available to all students and staff. A separate provision has been made in the time table for students to access the computer lab.

❖ **Human Resource Management-** The faculty development needs are identified by the Principal of the institution by evaluating self appraisal reports of the needs of the changing scenario. Self appraisal is done by the faculty at the end of every academic session. Apart from this, evaluation is done by students through feedback mechanism and staff members help each other to identify and solve problem if any.

❖ Industry Interaction / Collaboration- NA

❖ **Admission of Students** - As per the policy of the State Government, the College admits students through a Common Entrance Test (PTET) conducted by MDSU, AJMER. The students have a choice to opt for any B. Ed college, depending upon their merit score. Pre-Teacher Education Test consists of four sections, namely, Mental ability, Teaching attitude and Aptitude test, General Awareness, and Language Proficiency.

**6.2.2 : Implementation of e-governance in areas of operations:**

❖ Planning and Development - NO

❖	Administration - NO				
❖	Finance and Accounts - NO				
❖	Student Admission and Support - NO				
❖	Examination - NO				
<b>6.3 Faculty Empowerment Strategies</b>					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
-	-	-	-	-	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
-	-	-	-	-	-
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
-		-		-	
<b>6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):</b>					
<b>Teaching</b>			<b>Non-teaching</b>		
Permanent		Fulltime	Permanent		Fulltime/temporary
<b>18</b>		<b>18</b>	<b>07</b>		<b>03</b>
6.3.5 Welfare schemes for					
Teaching			-		
Non teaching			-		
Students			-		
<b>6.4 Financial Management and Resource Mobilization</b>					
<b>6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)</b>					
The Institution conducts audit regularly. The internal audit is done at college level for all the income and expenditure. All the records belonging to audit are maintained by the accountant while external audit is done by authorised chartered accountant once in financial year regularly.					
<b>6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)</b>					
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose	
<b>Arya Kanya Vidyalaya Samiti</b>		<b>7645825.00/-</b>		<b>Educational</b>	
6.4.2 Total corpus fund generated - <b>By Fees</b>					
<b>6.5 Internal Quality Assurance System</b>					

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	-	-	-	-
-				
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
-				
6.5.3 Development programmes for support staff (at least three)				
-				
<b>6.5.4 Post Accreditation initiative(s) (mention at least three)-</b>				
1. Donated money is used for the welfare of students (Akshay Patra)				
2. Staff members are promoted for research.				
3. Emphasis is given to use ICT for teaching-learning process.				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : (Yes )				
b. Participation in NIRF : (No)				
c. ISO Certification : (No)				
d. NBA or any other quality audit : (No)				
<b>6.5.6 Number of Quality Initiatives undertaken during the year</b>				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from----- to-----)	Number of participants
2017	Orientation Programme on Microteaching	04 Sept	04 to 23 Sept	All Students
2017	Extension Lecture	07 Sept	07 Sept	All Students
2017	Extension Lecture	12 Sept	12 Sept	All Students
2017	Extension Lecture	19 Sept	19 Sept	All Students
2018	Extension Lecture	21 April	21 April	All Students
2018	Science Paper Reading	24 March	24 March	Participated Students
2018	Art and Craft Exhibition	06 April	06 April	All Students
2018	Science Exhibition	20 April	20 April	All Students
2018	Workshop College Level	05 April	05 April	All Students
2018	Seminar State Level	20 April	20 April	All Students
2018	Debate	08 January	08 January	All Students
2018	G K. Competition	07 April	07 April	All Students
2018	Essay Writing Competition	11 April	11 April	All Students

<b>CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES</b>			
<b>7.1 - Institutional Values and Social Responsibilities</b>			
<b>7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)</b>			
Title of the programme	Period (from-to)	Participants	
		Female	Male
1. National Girls Day	24 January 2018	All	-
2. Chuppi Todo- Sayani Bano	24 March 2018	All	-
3. Survey on Women Education	19 January 2018	All	-
4. Female Foeticide	19 January 2018	All	-

5. Nukkad Natak	19 January 2018	All	-			
*Including all male and female staff						
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources <b>NO</b>						
<b>7.1.3 Differently abled (Divyangjan) friendliness</b>						
Items Facilities	Yes/No	No. of Beneficiaries				
Physical facilities	Yes	All Differently Abled				
Provision for lift	No	No				
Ramp/ Rails	Yes	All Differently Abled				
Braille Software/facilities	No	No				
Rest Rooms	Yes	All				
Scribes for examination	Yes	If Required				
Special skill development for differently abled students	No	No				
Any other similar facility	No	No				
<b>7.1.4 Inclusion and Situatedness</b>						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
-	-	-	-	-	-	-
<b>7.1.5 Human Values and Professional Ethics</b>						
Code of conduct (handbooks) for various stakeholders						
Title	Date of Publication	Follow up (maximum 100 words each)				
-	-	-				

<b>7.1.6 Activities conducted for promotion of universal Values and Ethics</b>		
Activity	Duration (from-----to-----)	Number of participants
1. Hawan	Once in a Week(Wednesday)	All
2. Yoga	Daily in Prayer Assembly	All
3. Communal Harmony Day	19 August 2017	All
4. Non-Violence Day	02 October 2017	All
5. Kavi Sammelan(Patriotic)	06 April 2018	All
6. Voters Awareness Rally	20 January 2018	All
<b>7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)</b>		
1. Hawan for Environment cleanness.		
2. Energy conservation program on water harvesting.		
3. Plantation in rainy season.		
4. Paper reading on water management.		

5. Campus cleanness.

### 7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://aryakanya.com/uploads/-1-Best%20Practices.pdf>

### 7.3 Institutional Distinctiveness

**Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words**

<http://aryakanya.com/uploads/-1-Institutional%20Distinctiveness.pdf>

## 8. Future Plans of action for next academic year (500 words)

The Future Plans of Institution for next academic year are following-

**The Plan of action is** to promote all round development of the students various cultural, literary, social and sport yoga ensuring the activities of the exercise rewarding the best performers.

**For Technical Education:** Introduce the certificate course of the three months RS-CIT, is related to Vardhaman Mahavir Open University Kota.

**Academic Excellence:** Linking them to the research area by giving them the action research, Research project work related to the educational process related to the student.

**Seminars & Workshops** will be organized in the coming year.

**Promoting participation of the students in various Co-curricular events :** Students participated in quiz competition in “Prasnottri” at college level. Model & Poster Competition in science & Women Empowerment Organized by Women cell.

**Publication:** The College has published a college magazine “Vedagrani” mainly based on students creative writing and work.

Name **DR. CHANDRA PRAKASH PALIWAL**

Name **DR. ANURADHA PALIWAL**

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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**Abbreviations:**

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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