ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2016-17

Munna Lal & Jai Narayan Khemka Girls College,

Chilkana road, Saharanpur-247001 (U.P.)

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

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

M.L. & J.N.K. GIRLS COLLEGE SAHARANPUR

1.2 Address Line 1

M.L. & J.N.K. GIRLS COLLEGE SAHARANPUR

Address Line 2

CHILKANA ROAD

City/Town

SAHARANPUR

State

UTTAR PRADESH

Pin Code

247001

Institution e-mail address

mljnkgirlscollege@gmail.com

Contact Nos.

0132-2658187

Name of the Head of the Institution:

DR. MADHU JAIN

Tel. No. with STD Code:

0132-2658187

Mobile:

9412323848

Name of the IQAC Co-ordinator:　　DR. AMITA AGGARWAL

Mobile:　　9412680426

IQAC e-mail address:　　iqacmljnk@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*　　UPCOGN12357

1.4 **NAAC Executive Committee No. & Date:**　　EC/36/004/ DATED 20-05-2005
　　(For Example EC/32/A&A/143 dated 3-5-2004.
　　This EC no. is available in the right corner- bottom
　　of your institution's Accreditation Certificate)

1.5 Website address:　　www.mljnkgirlscollege.co.in

Web-link of the AQAR:　　www.mljnkgirlscollege.co.in/iqac.html

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2005	5years
2	2nd Cycle	B	2.45	2016	5 Years
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :　　DD/MM/YYYY　　15-07-2005

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 2010-11submitted to NAAC on 12-10-2011)*

i.	AQAR	2014-15	(30/06/2015)
ii.	AQAR	2013-14	(29/06/2015)
iii.	AQAR	2009-13	(19/06/2015)
iv.	AQAR	2006-09	(19/06/2015)
v.	AQAR	2005-06	(19/06/2015)

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)   Research facility in 8 Subjects

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

C.C.S. University, Meerut.

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

Autonomy by State/Central Govt. / University [ ]

University with Potential for Excellence [ ]   UGC-CPE [ ]

DST Star Scheme [ ]   UGC-CE [ ]

UGC-Special Assistance Programme [ ]   DST-FIST [ ]

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

UGC-COP Programmes [ ]

2. IQAC Composition and Activities (9+1 Chairperson : Head of the Institution +1 Coordinator IQAC, Total=11)

2.1 No. of Teachers   05

2.2 No. of Administrative/Technical staff   01

2.3 No. of students   02

2.4 No. of Management representatives   01

2.5 No. of Alumni   _

2. 6 No. of any other stakeholder and

   community representatives   _

2.7 No. of Employers/ Industrialists   _

2.8 No. of other External Experts   2

2.9 Total No. of members   09

2.10 No. of IQAC meetings held   01

2.11 No. of meetings with various stakeholders: No. | 01 | Faculty | 01 |

Non-Teaching Staff Students | 01 | Alumni | 01 | 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. | Nil | International | | National | | State | | Institution Level | |

(ii) Themes | NA |

2.14 Significant Activities and contributions made by IQAC

- IQAC in the college promotes quality. It constantly improves the academic and administrative performance of the institution in catalytic action.
- IQAC played a significant role in the activation of Alumni Association.
- IQAC contributed in the preparation of Self Study Report submitted to NAAC for Cycle 2 accreditation. It coordinated with the NAAC Peer Team and did over all arrangements to receive the Team. IQAC presented the college and its achievements through PPT.
- Golden Jubilee Celebration to mark the 50th anniversary of the foundation of the college was organised by IQAC. Week- long programmes were held in December 2016. Dr. Pranav Pandaya, Chancellor, Dev Sanskriti Vishvavidyalya , Haridwar addressed the college in the main function as Chief Guest.
- IQAC documented glorious fifty years of college Journey in the college magazine Amar Jyoti.

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
Attached enclosure: 1a	Attached enclosure: 1b

* *Attach the Academic Calendar of the year as Annexure.* (enclosure: 1c)

2.15 Whether the AQAR was placed in statutory body   Yes | ✓ | No | |

Management | ✓ | Syndicate | | Any other body | |

Provide the details of the action taken

Management Body approved it and suggested to maintain the quality of education and student progression at all levels.

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	8	Nil	_	
PG	6	Nil	2	
UG	1	Nil	1	
PG Diploma	Nil	Nil	Nil	
Advanced Diploma	Nil	Nil	Nil	
Diploma	Nil	Nil	Nil	
Certificate	Nil	Nil	Nil	
Others	Nil	Nil	Nil	
Total	15	Nil	03	

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	08
Trimester	Nil
Annual	02

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

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

Please provide an analysis of the feedback in the Annexure

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

   As Directed by the University

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

   Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	08	14	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

> 15

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
Nil	23	Nil	_	Nil	_	Nil	_	Nil	_

2.4 No. of Guest and Visiting faculty and Temporary faculty | _ | | _ | | 23 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		17	Nil
Presented papers	01	18	Nil
Resource Persons	Nil	01	Nil

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

> 1. Interactive Teaching Programme
> 2. Departmental Seminar/exhibition
> 3. Development of communication skill
> 4. Performance/Practical presentation

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)

> By University regulation

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

> 1

2.10 Average percentage of attendance of students

<div style="border:1px solid">75%</div>

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
PG	184	_	59	105	12	95
UG Arts	550	_	128	365	29	94
UG Com.	44	_	13	25	06	100

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

IQAC plays an important role in adopting measures in monitoring the performance of the students. Teachers performance is also monitored by analysing the feedback and result of the students counselling help in bridging   the gap between teachers and learners and solving their problems as well.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others (Drawing & Painting Exhibitions)	Nil

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	16	03	13	Nil
Technical Staff	03	01	02	01

Criterion – III

3. Research, Consultancy and Extension

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

- Research on gender sensitization subjects.

- The faculty published research papers and guided dissertation projects.

- A Book was published entitled "lgkjuiqj tuin ds tSu efUnjksa esa foRrh; vyadj.k" (under ICHR Publication Grant Awarded to Dr. Chavi, Drawing & Painting Department).

3.2　　　Details regarding major projects

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

3.3　　　Details regarding minor projects

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

3.4　　　Details on research publications

	International	National	Others
Peer Review Journals		01	
Non-Peer Review Journals		07	
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	NIL	NIL

3.5 Details on Impact factor of publications:

Range ☐　　　Average ☐　　　h-index ☐　　　Nos. in SCOPUS ☐

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify) Book publication grant		ICHR	30,000.00	
Total				

3.7 No. of books published   i) With ISBN No.   `01`   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   `NIL`

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
-	-	-		-	-
-	-	-		-	-

3.12 No. of faculty served as experts, chairpersons or resource persons   `01`

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	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	Granted	

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
      who are Ph. D. Guides

      and students registered under them

| 10 |

| 02 |

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:

Group/ University level | 05 | State level | 03 |

National level   International level

3.23 No. of Awards won in NSS:

Group/University level   State level

National level   International level

3.24 No. of Awards won in NCC:

University level | 01 | State level

National level   International level

3.25 No. of Extension activities organized

University forum   College forum

NCC | 01 | NSS   Any other
Group Level

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

- Environment awareness and protection (EAPAP) Action Plan.
- Cleanliness drive.

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 (sqr mt.)	24049	_		24049
Class rooms (18 Large + 14 Small rooms)	32	_		32
Laboratories	07	_		07
Seminar Halls	01	_		01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	28		06
Value of the equipment purchased during the year (Rs. in Lakhs)	-	369931/- 1,40,525/-	UGC College	
Others Auditorium Girls Hostel (B.C. welfare Deptt.) Girls Toilets Gym	01 01 13 01	_ _ _ _		01 01 13 01

4.2 Computerization of administration and library

- Computerization of educational and institutional management system, college fees management, salary, attendance.
- OPAC in Library.
- Group SMS service.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books/Ref. Book	49703	3221171	628	95310	50331	3316481
e-Books	-	-	-	-	-	-
Journals	10	-	-	-	10	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others Library
Existing	13	_	02	_	_	05	07	01
Added	05	_	01	_	_	02	01	02
Total	18		03			07	08	03

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

> Computer training Internet and Networking.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   1,15,349.00

   ii) Campus Infrastructure and facilities   Rs.   78925.00

   iii) Equipments   369931.00

   iv) Others (Furniture)   Rs.   40945.00

                              Total :   Rs.   6,05,150.00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> IQAC prioritizes students support and progression. College has effective system to deal with students requirements:
> - Dean of student welfare.
> - Career counselling cell.
> College has devised an efficient mechanism for student support.
>
> Principal
> ↑
> Dean/controller of examination
> ↑
> HOD/Coordinators
> ↑
> Teachers
> ↑
> Students
>
> Students can directly approach to the principal.

5.2 Efforts made by the institution for tracking the progression

> The college provides a range of support to assist students progression;
> Types of support we offer to the students-
> * Ramp and wheel chair for physically challenged students
> * Dyslexia support.
> * Counselling
> * Primary medical help and check-up
> * Advise on Relationships
> * Financial support
> * Books and study material support
> * Extra- time- teaching support

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1652	429	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%

Women

No	%
100	%

	Last Year 2015-16					This Year 2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
200	786	-	1329	3	2318	362	676	02	1222	-	2262
			*Pvt. Stu. 1636						*Pvt. Stu. 1566		

Demand ratio   Dropout %

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

> Communication skills course in English.

No. of students beneficiaries

46

5.5 No. of students qualified in these examinations

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

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

5.6 Details of student counselling and career guidance

| Career guidance is provided by Career Counselling Cell. |

No. of students benefitted [ ]

5.7 Details of campus placement

| | *On campus* | | | *Off Campus* |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |

| No formal Cell of placement |

5.8 Details of gender sensitization programmes

1. Research topics related with female domain
2. A gender sensitization programme was organized in collaboration with district legal services authority on International Women's Day 8th march 2016.
3. Anti sexual Harassment Awareness

5.9 Students Activities

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

State/ University level [02] 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 [01] 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		
Financial support from government scholarship	1305	Direct Amount transfer to students account. No details are given to college.
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:
 Grievances are redressed at initial level through counselling and interaction with faculty incharge and the Principal.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision- The aim of education is to stimulate and nurture human mind. Vision of our college is to develop a self-reliant, enlightened woman well versed in Indian culture. She has a significant role to play in the great rise of nation.
Mission- Mission of this college is to achieve high standard in higher education. Our objective is to search the hidden abilities & possibilities in women, to enable them to hone family and social responsibility along with academic excellence.

6.2 Does the Institution has a management Information System

- Prospectus provides detailed information of college-discipline, fees, programmes and activities etc.
- Important information is given to the students in assembly on every Wednesday.
- Information is given to the students through Notice Board & Group SMS service.
- College website provides complete information of the college and current activities.

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

6.3.1 Curriculum Development

- Dr. Madu Jain, Associate Professor Drawing and Painting Department, is member Board of Studies, Kurukshetra University, Kurukshetra.

6.3.2 Teaching and Learning

- Participatory teaching learning is encouraged.
- Regular classes and coverage of the syllabus by the end of the session are assured.
- Activities to inculcate social and moral values among the students so as to make them responsible citizens are conducted.

6.3.3 Examination and Evaluation

- The college holds internal examination at post graduate level under one schedule. Quiz, written test and assignments-based internal assessment is done twice in every semester.
- Class tests are conducted in UG Programme.

6.3.4 Research and Development

- Faculty is encouraged to organize and attend Seminars & Workshops.
- The institution is recognized research centre in eight subjects as Hindi, Sanskrit, English, Pol. Sc., Economics, Sociology, Drawing and Home Science.
- Teachers and students are encouraged to undertake research topics and project works on qualitative aspects of higher education and multidisciplinary in nature.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The college has a well stocked library having a number of reference books and text books, journal and magazines with internet connection and reading room to accommodate two hundred students.
- Departments have internet access to augment the knowledge of the faculty & students.
- Annual maintenance of infrastructure facilities is done.

6.3.6 Human Resource Management

- Human resource management through academic and administrative committees.
- Involvement of the students in IQAC, Games and cultural activities.
- Teaching & non-teaching staff synergic participation in admission, examination and other activities in the college.

6.3.7 Faculty and Staff recruitment

- Part-time teaching and non-teaching staff are recruited by college authority.
- A letter has been sent to Deputy Chief Minister-Education Minister requesting him to fill the vacant 23 posts of lecturer in the college.

6.3.8 Industry Interaction / Collaboration

Nil

6.3.9 Admission of Students

Students Admission Process as per University norms.
- Online registration for admission.
- Merit lists are prepared by the University.
- No out of the merit list cases are entertained.
- Commencement and closing of admission process follows University notification.
- Ph.D admission only after qualifying the joint entrance test and guides are allotted by the affiliating University.

6.4 Welfare schemes for

Teaching	College Dispensary facility , personal loan
Non-teaching	College Dispensary facility, personal loan and Salary in advance.
Students	College Dispensary facility, primary medical aid and counselling.

6.5 Total corpus fund generated

| 4,73,624/- |

6.6 Whether annual financial audit has been done   Yes [✓] No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative	Yes	Govt audit	Yes	CA

6.8 Does the University/ Autonomous College declares 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?

| N.A. |

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

| N.A. |

6.11 Activities and support from the Alumni Association

- Active Participation of alumni in Swarojgar Mela on 2nd Oct. 2016. Smt. Reena Mittal, Ramlata placed stall of handicraft and fast food.
- Alumni was invited and honoured in Golden Jubilee function on 14 December 2016.
- Smt. Neena Bharti, alumnus, presented guest dance performance of the students of her school in the college cultural function. She also guided our students for inter collegiate folk song competition.

6.12 Activities and support from the Parent – Teacher Association

| Parents are counselled and consulted. |

6.13 Development programmes for support staff

- Financial assistance to support staff in case of emergency.
- Summer and winter uniform to the support staff.
- On Diwali gifts and sweets are distributed to the support staff by teaching faculty.
- College encourages support staff for further studies.

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

- Separate dustbins for bio-degradable and non-degradable waste are used.
- The light, fans etc. in classroom are switched off to save electricity as soon as the classes are over.
- LED lights are gradually taking place of traditional bulbs.
- Two- third area of total premises is open having lawns, sports-field, farming, trees and plants in large number.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

1. Educational Tours, Heritage walk and lectures.
2. Health and Hygiene Awareness.
3. Politics- free Student Union Election.
4. Folk song competition.
5. Dance workshop.

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

7. More effective information management through Group SMS Service.
8. NAAC Peer Team visit on 03-05 November, 2016.
9. College got accredited 'B' score point 2.45.
10. Golden Jubilee on the completion of fifty years of college celebrated on 8-14 Dec. 2016.
11. Inter collegiate Folk Song and debate competitions.
12. Special issue of college magazine Amar Jyoti.

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

- Weekly assembly of students is the foremost practice from the beginning of the college. Proctorial Board organizes this assembly on every Wednesday for maintaining discipline in the campus and announcement of important information to the students. It contributes to develop a healthy relationship between teacher and learner as well as among students.
- Clean College- Green College is second best practice of the college. Students nurture their own plant and keep the premises clean.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

Initiatives have been taken to make the college campus eco-friendly:

- <u>Energy Conservation</u>: The college is overly warm and overly cold. The college class rooms are airy and well lighted.

- <u>Efforts for carbon neutrality</u>: the college has taken up certain preventive measures to check the emission of carbon dioxide. The dead leaves and waste paper are not allowed to burn. The leaves are buried in the soil and the papers are properly disposed for recycling.

- <u>Plantation</u>: the plantation drives are undertaken time to time to make the college campus green and eco prosperous.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑
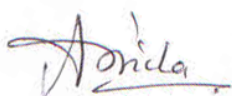
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

(S)	(W)
- Our college is the only girls institute of higher education in Saharanpur Distt. known for academic excellence, co curricular activities, discipline and well qualified faculty. - Regularity of the classes and variety of student -centric programmes, necessary for their personality development, are the bench mark, making it first preference for the admission seekers. - Excellent rapport between managing body and staff. - Students' grievances are resolved at the initial stage through personal interaction and counselling.	- Technology savvy climate in the college is not developing as fast as required. - Lack of vocational programmes.

(O)	(T)
• Short term job oriented certificate courses to be introduced. • Besides regular core subjects, diploma courses in professional subjects are needed to be added. • More outreach programme may be undertaken.	• The target of 180 actual teaching days is challenging to achieve due to prolonged course of examination in the session resulting delay in the admission and results. • Students coming from diversified social and economic status (mostly from rural and minority class) take time in coping with the higher education pattern. It is challenging to track the students progression.
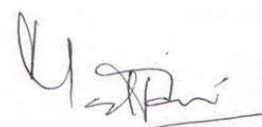
8. **Plans of institution for next year**

- • INFLIBNET-NLIST
- • National Seminar Sponsored by Higher education, Allahabad
- • Exhibition- cum-Seminar by IGNC
- • Coaching for competitive exam.
- • Community outreach programme
- • Short term Certificate Course
- • Short term course in tailoring and dress deigning.

Dr. Amita Aggarwal
Co-ordinator
IQAC
M.L. & J.N.K.G. College
Saharanpur

Dr. Madhu Jain
Principal
M.L. & J.N.K. Girls College
Saharanpur

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2016-17

Enclosure 1(a)

Plan of action of the institution for the year 2016-17

1. Group SMS service.

2. Swa Rojgar Mela on 2nd October.

3. NAAC Peer Team Visit in the college on 3-5 November 2016.

4. Dance workshop.

5. Golden Jubilee function.

6. Special Golden Jubilee issue of college magazine Amar Jyoti.

7. Inter collegiate folk song competition and debate.

8. Lalit Kala Academy workshop.

Enclosure 1(b)

1. More effective information management achieved through Group SMS Service.
2. Week- long Dance Workshop held in October 2016.
3. NAAC Peer Team visited on 03-05 November, 2016.
4. College got accredited with a CGPA of 2.45 at 'B' grade.
5. Golden Jubilee on the completion of fifty years of college was celebrated on 8-14 Dec. 2016.
6. In Inter collegiate Folk Song and debate competitions our college stood first.
7. In the special issue of college magazine, Amar Jyoti, historical moments of college journey retrieved from college archives.
8. State Lalit Kala Academy Workshop organized in Jun 2017.

Annexure I

Academic Calendar of 2016-17

Orientation day	First Assembly (Wednesday August)
UG & PG Classes	According to the University directives
Swarojgar Mela	2nd October, 2016
First Internal Exam (MA 1st & 2nd Sem)	18-21 October, 2016
Second Internal Exam (MA 1st & 2nd Sem)	14-17 December, 2016
Departmental Activities	15-19 November, 2016
Annual Function (Debate, Dance Competition)	28 November to 03 December, 2016
External Exam MA 1st & 3rd Sem.	January, 2017
Annual Sports Competition	27 January to 10 February, 2017
Ranger Camp	According to the University directives
N.S.S. Camp	According to the University directives
N.C.C. Camp	According to the N.S.S. Office directives
First Internal Exam MA 2nd & 4th Sem.	2nd Week of March, 2017
Second Internal Exam MA 2nd & 4th Sem.	2nd Week of April, 2017
B.A. Annual Exam	March, 2017
External Exam MA 2nd 4th Sem.	2nd Week, June, 2017

Annexure II

NAAC Peer Team Chair Person, Prof. Sunil Gupta handing over NAAC report to Principal, Dr. Madhu Jain

Students of cultural programme with NAAC Peer Team

College accredited with CGPA of 2.45 at 'B' grade

Inauguration of Swarojgar Mela on 2nd October 2016 by folk- painting -artist Dr. Ram Shabd Singh

'Beti Bachao' play presented by the student in Swarojgar Mela

Chief Guest, ASP, Ms. Suniti, appreciating the painting of the students in Swarojgar Mela

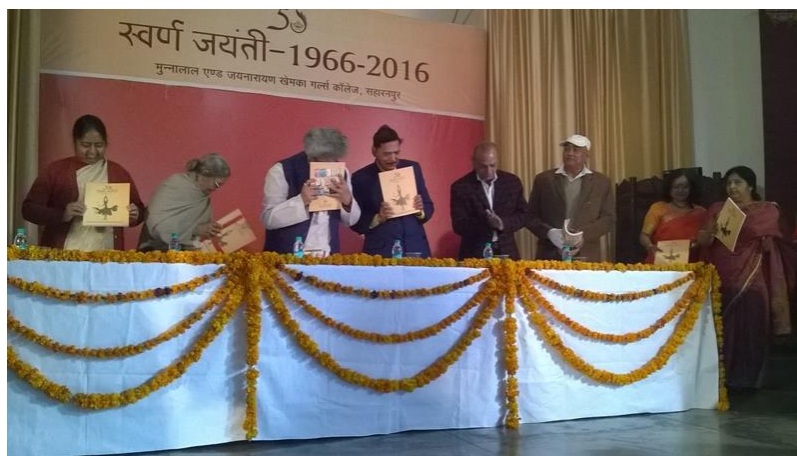Students dance performance in Golden Jubilee function

Five-decade-journey of the college from the archives

Intercollegiate Folk Song Competition

Theme song of Golden Jubilee 'Shubhasthu Pantha'

Golden Issue of college magazine 'Amar Jyoti' released by the Chief Guests

Dr. Pranav Pandaya, Chancellor Dev Sanskriti Vishvavidalya, Haridwar addressing the college

Regional Officer Prof. Negi addressing in the Golden Jubilee function

Bhangra in Golden Jubilee cultural programme

Prize distribution in Dance Competition on 12 December 2016

Gender awareness programme on Women's Day, 08 March 2017

A lecture by Rajeev Upadhaya on 'World Heritage Day' 3rd May, 2017

Students in the assembly

Yogacharya Pratishtha Sharma among the students in Dance Competition

State Lalit Kala Academy summer workshop in the Drawing & Painting department

Alumni in the Golden Jubilee function

'Guard of honour' welcome to the Chief Guest Dr. Pranav Pandya

Annual sports 2016-17, Javelin Throw

Annual Sports 2016-17, High Jump