

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

**Submitted to
National Assessment and Accreditation Council,
Bangalore (NAAC)**

By



NIRMALA COLLEGE

Ranchi – 834002

Jharkhand

Recognized by UGC under section 2 (f) & 12 (B)

July 1, 2014 – June 30, 2015

The Annual Quality Assurance Report (AQAR) of the IQAC

PART-A

1.	Details of the institution	
1.1	Name of the Institution	Nirmala College
1.2	Address Line 1	P.O.- Doranda
	Address Line 2	Post Box No.15
	City/Town	Ranchi
	State	Jharkhand
	Pin code	834002
	Institution e-mail Address	nirmala_college@yahoo.co.in
		jyoti.kispotta68@gmail.com
	Contact No.	0651-2411322, 0651-2412963
	Name of the Head of the Institution	Dr. Sr. Jyoti Kispotta
	Tel. No with STD Code:	0651-2410082
	Mobile	09431103264
	Name of the IQAC Co-ordinator	Dr.Rashmimala Sahu
	Mobile	09431382431
	IQAC e-mail address	iqacnirmalacoll@gmail.com
1.3	NAAC Track ID	JHCOGN10570
1.4	Website address:	www.nirmalacollegeranchi.com
	Weblink of the AQAR:	http://nirmalacollegeranchi.com/AQAR.aspx

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>
Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>	TEI (Edu)	<input type="checkbox"/>
Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>
Others (Specify)	<input type="text" value="Vocational, Add-on - Courses"/>				

1.11 Name of the Affiliating University
(for the Colleges)

1.12 Special status conferred by

Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc NA

Autonomy by State/Central Govt. / University	<input type="checkbox"/>		
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (Specify)	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

2. IQAC Composition and Activities

2.1	No. of Teachers	<input type="text" value="07"/>
2.2	No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3	No. of students	<input type="text" value="05"/>
2.4	No. of Management representatives	<input type="text" value="06"/>
2.5	No. of Alumni	<input type="text" value="02"/>
2. 6	No. of any other stakeholder and community representatives	<input type="text" value="04"/>
2.7	No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8	No. of other External Experts	<input type="text" value="02"/>
2.9	Total No. of members	<input type="text" value="29"/>
2.10	No. of IQAC meetings held	<input type="text" value="10"/>

2.11 No. of meetings with various stakeholders: No. Faculty 10
Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year?
Yes No
If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos . 02 International - National
State - Institution Level 2

(ii) Themes

1. One day Faculty Enrichment Programme on “ Positive Thinking ” - 3.01.2015
2. One day Faculty Enrichment Programme on “ Stress Management ” – 01.05.2015

2.14 Significant Activities and contributions made by IQAC

1. Preparing Annual Quality Assurance Report.
2. Documenting various college programmes and activities.
3. Innovative methods of teaching, learning and evaluation.
4. Implementation of “ Gyan Jyoti ” classes for underprivileged students under Extension Activities .
5. Encourage value based education.
6. Parents Teachers meet to enhance the involvement of stakeholders to elicit feedback.

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 to start more Extension Activities.
Proposal for self designed Skill Development Programmes in Basic Computer learning, Spoken English, Tailoring and Embroidery.
Proposal to start health fitness programmes for students & staff like Yoga and Meditation.
Plan to conduct more Faculty Enrichment Programmes like workshop, lecture series etc.
Plan to conduct skill development and career counseling programmes for students .
Proposal for setting up language lab.
Plan to introduce Environmental drive “ One Student One Sapling ” .

Plan of Action Achievements

* *Attach the Academic Calendar of the year as Annexure.*

We follow the academic calendar of the university.

- 2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

1.	Gyan Jyoti classes for underprivileged students under Extension Activities.
2.	Creation of Knowledge Bank on Environmental Studies for final year Under-graduate students.
3	Value based education.
4.	Curriculum based software in the Computer Lab.
5.	Parents Teachers Meet to enhance the involvement of stakeholders to elicit Feedback.
6.	Curriculum based books and journals in the library.

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 programme
Ph.D				
PG				
UG	10	01	03	03
PG Diploma				
Advanced Diploma	01			
Diploma	01			
Certificate	01			
Others				
Total	13			
Interdisciplinary	01			
Innovative				

*Commerce classes commenced from the Session 2014-17

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	√

1.3 Feedback from stakeholders*	Alumni	<input checked="" type="checkbox"/>	Parents	<input checked="" type="checkbox"/>
	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
	Mode of feedback:	Online	<input type="checkbox"/>	Manual
				<input type="checkbox"/>

Co-operating schools (for PEI)

**Please provide an analysis of the feedback –*

College takes regular feedback from all its stake holders and analyses and uses the collected data for its betterment. For this purpose, several committees are formed and meetings are held by the Principal with the committees, with the Head of Departments and also with the Staff council to analyze the responses and chalk out plans of action. Regular meetings and interactive sessions are also organized with different stake holders for the redressal of the grievances, and implementation of the ideas concerning the improvement of the performance and quality of the institutional provisions.(The plan of action chalked out by the IQAC and the details of the action taken are provided in 2.15 of Part A of AQAR)

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

There has been a revision of syllabus by the Ranchi University, the affiliating body of the Institution. The Heads of the Department were invited to give their positive contribution in restructuring the syllabi.

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

B.Com Department was introduced from the session 2014-17, from 15th July 2014.

Criterion-II

2. Teaching, Learning and Evaluation

2.1 Total No. of Permanent faculties

Total	Asst. Professors	Associate. Professors	Professors	Others
48	44	04	-	-

2.2 No. of Permanent faculty with Ph.D.

31

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
08								08	

2.4 No. of Guest Visiting faculty and temporary faculty

01

08

03

2.5 Faculty participation in conferences and symposia:

No. Faculty	International level	National level	State level
Attended			
Presented papers	17	19	-
Resource Papers			

2.6 Innovative processes adopted by institution in Teaching and Learning:

Seminars, workshops, group discussions, project writing , assignment, smart classes & Field Trips.

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)

NA

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

-

01

-

2.10 Average percentage of attendance of students

85%

2.11 Course/programme wise distribution of pass percentage:

Title of the programme	Total no. of students appeared	Division				
		Distinction%	I%	II%	III%	Pass%
B.A III	540		27	63		90
B.Sc. III	72	6	69	31		100
Vocational	86	28	98			98

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

IQAC contributes towards total quality enhancement through periodical reviews, feedback from stake holders and periodical scrutinisation of quality parameters. It also holds periodical interface with staff and students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty/staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC-Faculty Improvement Programme	No
HRD Programme	No
Orientation Programmes	08
Faculty exchange Programme	No
Staff training conducted by the university	No
Staff training conducted by other institutions	01
Summer/Winter Schools, Workshop, etc.	13
Others	No

2.1 4 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	21	-	-	-
Technical staff	14	-	-	-

Criterion-III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in sensitizing/promoting research climate in the institution

The IQAC takes the lead in promoting research climate in the institution by encouraging both the faculty members and students to undertake minor projects, participate, present & publish research papers. It also motivates the departments to organize Seminar, Workshop, Special Lectures, Training Programs and interactions with eminent Academicians, researchers and policy makers. Seven teachers have undertaken minor research projects. Nine faculty members have been awarded for their research papers. Also one student has secured the best research paper award.

3.2 Details regarding major projects : NA

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	01		02
Outlay in Rs Lakhs			300000.00	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	08	03	05
Non-Peer Review Journals	01	03	
e- Journals	03		-
Conference proceedings			-

3.5 Details on Impact factor of publications: NA

Range Average

h-index Nos. in SCOPUS

3.6 Research funds sanction and received from various funding agencies, industry and other organizations

Name of the project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major project				
Minor project	2014-2015	UGC XI plan	3,00000.00	2,21000.00
Interdisciplinary project				
Industry sponsored				
Project sponsored by the University/College				
Students research project (Other than compulsory by the University)				
Any other(specify)				
Total			3,00000.00	2,21000.00

3.7 No. of books published i) With ISBN no

Chapters in Edited Books

ii) Without ISBN no.

3.8 No. of University Departments receiving fund from NA

UGC-SAP CAS DST-FIST

DPE DBT scheme/funds

3.9 For colleges
Autonomy CPE DBT star scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

NA

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

02

3.13 No. of Collaborations

International National Any other

-

3.14 No. of linkages created during this year

05

3.15 Total budget for research of current year in lakhs:

NA

From founding agency

For Management of University/College

Total

3.16 No. of patents received this year

NA

Types of patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellow

Total	International	National	State	University	Dist	College
02	02					

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

03

And students registered under then

NA

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

NA

3.20 No. of Research scholars receiving the Fellowship (Newly enrolled and existing ones) NA

JRF SRF Project

Fellows Any other NA

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: NA

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC: NA

University level State level

National level International level

3.25 No. of Extension activities organized:

University forum College forum 21

NCC NA NSS 16 Any other (WC) 02

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

- Tree Plantation
- World Population Day
- National Youth Day
- International women's Day
- Health, Hygiene, Sanitation Camp
- Blood Donation Camp
- HIV AIDS awareness Program
- Rashtriya Ekta Diwas

- Swachh Bharat Abhiyaan
- Financial Literacy and Consumer Awareness Workshop
- National University Student Skill Development (NUSSD) Program
- Earth Day.

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	5.35 acres			
Class rooms	50			50
Laboratories	12			12
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
i) Computer on line UPS with Antivirus	2			2
ii) Laser Printer	1	1		2
iii) Sony DVD	1			1
iv) On line UPS	3	1		4
v) Submersible Pump	1			1
vi) Air-Conditioner	2	1		3
vii) Aquaguard	1			1
viii) LCD Projector	14	1		15
ix) Laptop	14			14
x) Refrigerator	2			2
xi) Amplifier & microphone	1			1
xii) Podium	1			1
xiii) Cyclostyling	1			1
xiv) Xerox Machine	1			1
xv) Wi-Fi Connection	1	1		2

xvi) Sony Handy Cam	1			1
xvii) Electric stabilizer	2			2
xviii) C.C. T.V.	8			8
xix) Gas Plant (Chemistry Lab.)	1			1
xx) Water Dispenser	1			1
xxi) Water cooler	1			1
xxii) Projector	1			1
xxiii) Samsung Scanner	14			14
xxiv) Pen drive		1		1
xxv) Inverter with stand and Battery		1		1
xxvi) Notice Board		3		3
xxvii) Almirah		8		8
xxviii) Projector Ceiling Stand	1	5		6
xxix) Smart Board		1		1
Value of the equipment purchased during the year (Rs. In Lakhs)				
i) Computer on line UPS with Antivirus	94575.00		Non Recurring UGC fund	94575.00
ii) Laser Printer	5275.00	7800.00	Non Recurring UGC fund	13075.00
iii) Sony DVD	4033.00		Non Recurring UGC fund	4033.00
iv) On line UPS	143100.00	35950.00		179050.00

v)	Submersible Pump	28665.00			28665.00
vi)	Air-Condition	94250.00	36700.00		130950.00
vii)	Aquaguard	5000.00			5000.00
viii)	LCD Projector	592590.00	43799.00	Non Recurring UGC fund	636389.00
ix)	Laptop	539750.00			539750.00
x)	Refrigerator	33700.00			33700.00
xi)	Amplifier & microphone	23245.00			23245.00
xii)	Podium	44000.00			44000.00
xiii)	Cyclostyling	1,40,040.00			1,40,040.00
xiv)	Xerox Machine	95,000.00			95,000.00
xv)	Wi-Fi Connection	68,000.00	1000.00	Non Recurring UGC fund	69,000.00
xvi)	Sony Handy Cam	26,500.00			26,500.00
xvii)	Electric Stabilizer	20,000.00			20,000.00
xviii)	C.C. T.V.	2,30,540.00			2,30,540.00
xix)	Aquaguard	42,000.00			42,000.00
xx)	Gas Plant (Chemistry Lab.)	1,21,354.00			1,21,354.00
xxi)	Water Dispenser	8721.00			8721.00
xxii)	Water Cooler	42522.00			42,522.00
xxiii)	Samsung Scanner	12000.00			12,000.00
xxiv)	Pen drive		450.00	Non Recurring UGC fund	450.00
xxv)	Inverter with stand and Battery		24000.00		24000.00
xxvi)	Notice Board		8550.00	Non Recurring UGC fund	8550.00

xxvii) Almirah		88000.00	Non Recurring	88000.00
xxviii) Projector Ceiling Stand	3500.00	25000.00	UGC fund	28500.00
xxx) Smart Board		92910.00		92910.00
Others				
i) Shed for students	313000.00	97969.00		410969.00
ii) Bank	1543000.00			1543000.00
iii) Canteen	570834.00	2578.00		573412.00
iv) Staffroom	350220.00			3,50,220.00
v) Cycle Stand		363383.00		363383.00

4.2 Computerization of administration and library

Both the library and the administration are computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	28211	2495177.66	817	230650.00	29028	2725827.66
Reference books						
e-Books						
Journal	27				27	
e-Journals						
Digital						

Database						
CD & Video						
Others (specify)						

4.4 Technology upgradation (overall) Rs. 52,59,115.00

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centers	Office	Departments	Others
Existing	84	62	Wi-Fi	BSNL broadband		05	17	
Added	04					04		
Total	88	62				09	17	

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

All the departments are fully equipped with laptops /computers. The entire campus is Wi-Fi enabled. Orientation /training programmes are organized from time to time for technology upgradation of the teachers and students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	54630.00
ii) Campus Infrastructure and facilities	1290744.00
iii) Equipments	
iv) Others	2948400.00
Total:	4293774.00

Criterion –V

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has played an instrumental role in spreading and enhancing awareness about Student Support Services available in the college. It helps the institution in getting the prospectus updated. The prospectus contains information about the vision and mission of the college, courses of study, fee structure, infrastructural and other facilities, rules and regulations of the college, anti ragging rules and committees, details of co-curricular activities etc. It also gets the college website regularly updated. Information regarding any new event or programme is also put up on the notice board of the college. Local dailies and banners are also used as a means of disseminating information. The academic calendar of the institution is also used for this purpose. In addition to this, the Principal addresses the students on the day of commencement of their session where she makes them aware of the student support services available in the institution.

5.2 Efforts made by the institution for tracking the progression

The institution uses the following means to track the progression of its students:

1. Feedback from all the stakeholders
2. Informal data collection in social gatherings and through social networking sites
3. Alumni Records

5.3 (a) Total numbers of Students

UG	PG	Ph.D.	Others
2054			

(b) No. of students outside the states

136

(c) No. of International students

NA

Men

NO	%
NA	-

Women

NO	%
2054	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
691	109	942	312	10	2054	751	114	1000	379	10	2244

Demand ratio- 1: 0.6

Dropout% - +9.2 %

5.4 Details of student support mechanism for coaching for competitive examination (If any): NA

5.5 No. of students qualified in these examinations

NET	<input type="text" value="1"/>	SET/SLET	<input checked="" type="checkbox"/>	GATE	<input checked="" type="checkbox"/>	CAT	<input checked="" type="checkbox"/>
IAS/PS etc	<input checked="" type="checkbox"/>	State PSC	<input checked="" type="checkbox"/>	UPSC	<input checked="" type="checkbox"/>	others	<input type="text" value="5"/>

5.6 Details of student counseling and career guidance YES

1. International Institute of Creative Courses (19th Feb. 2015).
2. St. Pauls Institute of Comm. Studies (26th Feb.2015).
3. Sona Yurti, Institute of Bangalore, Karnataka (13th March 2015).

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
03		X	03

5.8 Details of gender sensitization programmes

The details of gender sensitization programmes organized by the Women Cell/ NSS Wing of the college.

- International Women’s Day (8th March 2015) Focal theme - Empowering Women – Empowering Humanity.
 - Rally
 - Seminar on ‘Role of Women in the present day Society’.
- NSS and different committees of the college also take the lead in organizing programs for gender sensitization from time to time.

5.9 Students' Activities

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

State/University level	<input type="text" value="NA"/>	National level	<input type="text" value="NA"/>
International level	<input type="text" value="NA"/>		

No. of students participated in cultural events

State/University level	<input type="text" value="06"/>	National level	<input type="text" value="10"/>
International level	<input type="text" value="NA"/>		

5.9.2 No. of medals /awards won by students in sports games and other events

Sports: State/University level	<input type="text" value="NA"/>	National level	<input type="text" value="NA"/>
International level	<input type="text" value="NA"/>		
Cultural: State/University level	<input type="text" value="NA"/>	National level	<input type="text"/>
International level	<input type="text" value="NA"/>		

5.10 Scholarships and Financial support (2014 -2015)

	Number of students	Amount
Financial support from institution	62	Rs.2,67,700.00
Financial support from government	NA	NA
Financial support from other sources	NA	NA
Number of students who received International /National recognition	NA	NA

5.11 Student organized/initiatives

Fairs: State/University level	<input type="text" value="-"/>	National level	<input type="text" value="-"/>
International level	<input type="text" value="-"/>		
Exhibition: State/University level	<input type="text" value="-"/>	National level	<input type="text" value="-"/>
International level	<input type="text" value="-"/>		

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of student (if any) redressed

Improvement of the quality of drinking water	Installation of water purifier cum water cooler
Requirement of a common room	Construction of shed for students.
Upgradation of the library	<ul style="list-style-type: none"> • Increase in number of books in the library • Opening of departmental library in some departments. • Introduction of a separate section for books related to competitive exams in the library.
Demand of additional technical equipments	Laptops, projectors, screens and printers provided to the department.
Requirement of Bank within the campus	A branch of Indian Overseas Bank opened in the college campus.
Demand for additional garbage bins.	Garbage bins provided at different sites.
Need of a hygienic canteen for students	Construction of a modern, hygienic canteen to seat 50 students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the institution is the advancement of learning, knowledge, critical thinking and empowerment of women, especially of the under privileged class. The mission is to offer a milieu conducive to the integral development and academic excellence of the students.

6.2 Does the Institution has a management Information System

Yes, the management information system performs regular feedback analysis through General Body (G.B) meetings and meetings of the Principal with the Head of the Departments and also with the Staff council.

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

6.3.1 Curriculum Development

Curriculum is followed as prescribed by Ranchi University, Ranchi. The institution decides teaching methodology, internal exams and work order.

6.3.2 Teaching and Learning

Use of ICT, class room discussions, special lectures, field trips, workshops .

6.3.3 Examination and Evaluation

Regular internal examination, class test, terminal examination and selection test.

6.3.4 Research and Development

Minor projects are taken up, workshops, seminars, conferences are organized and attended by the faculty, orientation and refresher programs are also attended by faculty.

6.3.5 Library, ICT and physical infrastructure / instrumentation

New software has been installed in the computer labs. All the above mentioned facilities are available and have been very well maintained and upgraded by the institution from time to time.

6.3.6 Human Resource Management: NA

6.3.7 Faculty and Staff recruitment

Recruitment is as per UGC guidelines.

6.3.8 Industry Interaction / Collaboration

Students of BCA, IT and F.D. go for on -the- job training / internship in various industries / companies like CCL, NIFT, NIIT, AGO, MECON, SAIL, LIC, Usha Martin, GPO etc.

6.3.9 Admission of Students

Merit based admission following a set of rules and procedure prescribed by the institution.

6.4 Welfare schemes for

Teaching	Provident Fund, Gratuity, GI,
Non Teaching	Provident Fund, Gratuity, GI,
Students	Freeship and Fee concession for underprivileged students.

6.5 Total corpus fund generated

Rs.55, 00,000.00

6.6 Whether annual financial audit has been done

Yes

No

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

Audit type	External		Internal	
	Yes / No	Agency	Yes / no	Authority
Academic	Yes	RU	Yes	IQAC, GB, Sub-Committees
Administrative	Yes	RU	Yes	IQAC, GB, Sub-Committees

6.8 Does the University /Autonomous college declares results within 30 days? NA

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

University ensures timely delivery of question and answer booklets. It provides external magistrate and security for free and fair examination. Examinations are conducted on time in order to maintain the regularity of the session.

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

Autonomy in appointment of staff, decisions regarding work plans, infrastructure, dress code and discipline on campus.

6.11 Activities and support from the Alumni Association

Alumni Association provides support for the overall development of the institution.

6.12 Activities and support from the Parent – Teacher Association.

Teachers meet the parents informally and update them regarding the students.

6.13 Development programmes for support staff

Short term computer training programs are conducted for improving efficiency.

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

Proper waste disposal and drainage facilities, large number of trees and plants in the campus, use of solar energy.

Criterion-VII

7. Innovations and Best Practices

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

1. With the introduction of smart classes, interest of the students has been aroused. As a consequence, rate of absenteeism is decreasing day by day and students are actively participating in class.
2. Ethics classes are enhancing moral standard of students. They are more disciplined today, and more responsible.

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

1. Introduction of dress code for UG students.
2. Beginning of commerce classes.

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

1. Value based Education.
 2. Parents-Teachers Meet to enhance the involvement of stakeholders to elicit feedback.
- Note-** please find annexure no I and II attached.

***Provide the details in annexure (annexure need to be numbered as I, II, III)**

7.4 Contribution to environmental/protection

- Plantation programmes undertaken by NSS, Women Cell and other units of the college, from time to time, in the college campus as well as other localities.
- Students' Seminars conducted from time to time on topics like "Global Warming" and "Bio- diversity" to make them aware of burning issues that devastate environment.

7.5 Whether environmental audit was conducted?

Yes

No

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

Strength

- Highly qualified, sincere and dedicated faculty to guide students from time to time.
- Updated and well equipped modern laboratory and well stocked college library, Wi-Fi connectivity in campus.
- Peaceful, pollution free and green campus.

Weakness

- Increase the number of collaborations.
- To increase the number of faculty enrichment programs.
- To organize skill development programs for students.

Opportunity

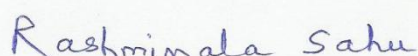
- Motivating students to learn and use modern technical gadgets in presentation of papers in Seminar.
- Encouraging students to go for short term courses with graduation.
- Educating students of underprivileged sections of society.

Threats

- Training the students to work for social change
- Enhancing demand ratio in certain subjects.

8 Plans of institution for next year

- Introduction of BBA, Bio-technology
- Introduction of Bio-metric system
- Introduction of more Honours Subjects.
- Further upgradation of ICT facilities like INFLIBNET, Digital Display Boards



Dr. Rashmi Mala Sahu

Signature of the Coordinator, IQAC



Dr. Sr. Jyoti Kispotta

Signature of the Chairperson, IQAC

Annexure I

Best Practice 1.

Topic

Introduction of Ethics classes to encourage value based education.

Goal

Rising graph of crime and strife in the contemporary society is a matter of grave concern today. The decline in the moral values has acquired alarming proportions. The society looks towards educational institutions to guide the youngsters in proper direction. Nirmala College has started special ethics classes to inculcate good moral values among the students.

Context

Educating a student does not only mean completing a prescribed syllabus with a combination of subjects and preparing the student to pass in an exam; education would be complete if the person develops all aspects of his personality by enhancing his ability to participate in and also appreciate arts, culture, sports and various issues of the society. Equally important is to guide a student in the right moral and ethical path. By the help of ethics classes, the college hopes to instill moral and ethical values among its students.

Practice

The IQAC had requested for inclusion of ethics class at the graduation level; accordingly the management has fixed one class every Saturday, for the final year graduation students, to be taken by all the teachers of that department from the session July 2014 to June 2015.

Different social and ethical topics have been taken up by the teachers in the classes like – honesty is still the best policy, environmental conservation as ethical duty, exercising the right to vote, reasons for growing disrespect for the elders, women's rights, each one - teach one etc..

Instead of one sided lectures, the teachers had decided beforehand, to make the ethics classes interactive. The students were encouraged to air their views and present their own outlook on the said topics.

All the teachers are satisfied with the response of the students and the general consensus is that ethical standard of our students is becoming higher day by day.

Evidence of Success

It seems that Ethics classes have helped the student in balancing of their personalities. The interactive sessions have brought the students closer to their teachers and they no longer hesitate in coming to the teachers with all sorts of dilemmas/problems.

Another difference which was observed by the teachers was that class-room discipline has improved. Unfair means during Examinations has decreased.

Problem Encountered and Resources Required

No problem was encountered in carrying out the scheme ,as the class was incorporated in the general time-table itself; the teachers were also highly motivated to select the topics, which would enlighten the students.

Annexure II

BEST PRACTICE – 2

Title of the Practice

Parents-Teachers Meet to enhance the involvement of stakeholders to elicit feedback.

Goal

Teaching- Learning becomes fruitful when feedback is elicited from not only the students but also the stakeholders. The college decided to organize Parents-Teachers Meet, Department wise, so that the parents as stake holders can air their view about the whole system of education imparted by the college and give suggestions for improvement.

The Context

The Parents-Teachers Meet is an essential happening in the schools, but it is unheard of, in the colleges. But the Management and IQAC thought that such a step could be implemented in the college too, so that we could elicit suggestions for improving the effectiveness of our Teaching –Learning methods , from the stakeholders themselves ie the parents. So, it was decided that each department could have its own Parents-Teachers Meet in the month of January every year.

The Practice

The Parents-Teachers Meet has been started from the session 2014-15 .A selection test was held in the month of December, so parents were called by different departments on different dates in the month of January. Parents were apprised of the different problems of their wards like poor performance, absenteeism, non-compliance of college rules and regulations etc. After meeting the parents, the teachers could understand more about the problems of the students. Similarly the parents became aware of certain regulations of the college.

The Parents-Teachers Meets were smooth and successful.

Evidence of Success

The parents expressed their satisfaction and appreciated the steps taken by the college. The Parents appreciated the commitment and teaching skills of the teachers and expressed their views that teaching is so good that there is no need to send their wards for extra tuition classes, thus saving money and time.

Problems Encountered and Resources Required

Many parents are unable to come due to clash of time (Office) and college time. Some parents wanted the college to arrange for bus – service, which was some thing the college could not provide.

Other parents wanted to be invited to all college functions which the management assured will be thought about as it is a women's college and safety concerns are uppermost in the mind of management.

Some parents wanted to lift the ban on mobile use in the campus, which the teachers successfully convinced otherwise.

Annexure III

AIACHE	All India Association for Christian Higher Education
AICUF	All India Catholic University Federation
CLC	Christian Living Community
GB	Governing Body
MECON	Metallurgical Engineering Consultant
NIFT	National Institute of Fashion Technology
NSS	National Service Scheme
SAIL	Steel Authority of India Limited
UGC	University Grants Commission
XBHEI	Xavier Board of Higher Education in India
CCTV	Closed Circuit Television
LIC	Life Insurance Corporation
GPO	General Post Office
AGO	A.G. Office