

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (for example 2013-14)

1. Details of the Institution

Name of the institution

1.1 Address Line 1:

Address Line 2:

City/Town:

State:

Pin code:

Institutional e-mail address:

Contact Nos:

Name of the Head of Institution:

Tel. NO with STD code:

Mobile:

Name of the IQAC Coordinator:

Mobile:

IQAC E-mail address:

1.2 NAAC Track ID (for ex. MHCOGN 18879)

OR

1.3 NAAC Executive Committee No. & Date:

EC(SC)/03/A&A/05 dated 24-09-2014

(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)

1.4 Website address:

www.mddmcollege.ac.in

Web link of the AQAR:

<http://www.mddmcollege.ac.in/uploaded/aqaraqar2014-15.pdf>

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

1.5 Accreditation Details:

Sl. No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.84	2014	Sep,2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.6 Date of Establishment of IQAC:

DD/MM/YYYY

19.12.2014

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

i. AQAR _____(DD/MM/YYYY)

ii. AQAR _____(DD/MM/YYYY)

iii. AQAR _____(DD/MM/YYYY)

iv. AQAR _____(DD/MM/YYYY)

1.8 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

1.9 Type of Faculty/Programme

ARTS Science Commerce Law PEI(Phys Edu)

TEI(Edu) Engineering Health Science Management

Others (specify)

1.10 Name of the Affiliating University(for the Colleges)

BRABU, MUZAFFARPUR

1.11 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	N/A	DST-FIST	N/A
UGC-Innovative PG Programmes	N/A	Any other(specify)	N/A
UGC-COP Programmes	N/A		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and Community representatives	01
2.7 No. of Employers/Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	14
2.10 No. of IQAC meetings held	04
2.11 No. of meetings with various stakeholders:	No <input type="text" value="4"/> Faculty <input type="text" value="4"/>
	Non-Teaching Staff <input type="text" value="3"/> Students <input type="text" value="3"/> Alumni <input type="text" value="2"/> Others <input type="text" value="4"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

If yes, mention the amount

3 LACS

2.13 Seminars and Conferences(only quality related)

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

Total Nos International National State Institution Level

(ii) Themes

- Environment
- Gender sensitive issues
- Economic policies
- Stress management
- Genetically modified crops
- Intellectual property rights.

2.14 Significant Activities and contributions made by IQAC

1. Encouraged teachers to participate in various conferences.
2. IQAC looks after Research work of faculty.
3. IQAC looks after academic activities.
4. Monitors and supervises quality related activities of different sub-committees.
5. Organizes seminars.
6. Initiates and monitors the Feedback system.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • To emphasize on improvement in the overall quality of teaching. • To improve the quality of research and publications. • To start PG. course in Women studies. • Emphasize on skill development • Deployment of responsibilities to all the stake holders, regular conduction of Parents teachers meet. • To formalize the alumni association 	<ul style="list-style-type: none"> • Innovative methods of teaching introduced. • Increased number of Research publications in quality journals. • PG in Women studies proposed. • Training programs on skill development. • Parents teachers meeting – for involvement in the working of the institution. • Formalization of alumni Association in process.

2.16 Whether the AQAR was placed in statutory body

Yes No

Management Syndicate Any other body

Provide the details of the action taken

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	16			
PG	9			
UG	19		1com+ 5voc	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	1		1	
Others				
Total	45		7	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	✓
Trimester	N.A
Annual	✓

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

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

Syllabus regulation and updation is done by the University
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1.5 Any new Department/Centre introduced during the year. If yes, give details

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No of Permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	1+45	02	39	1+4	0

2.2 No of permanent faculty with Ph. D.	1 + 44
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2.3 No. Of Faculty Positions Recruited® Vacant(V) during the year	Asst Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	02	NA	39	NA	1+4	NA	23	NA	1+68	23

2.4 No. of guest and Visiting faculty and Temporary Faculty	8	NIL	3
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National Level	State level
Attended	7	27	6
Presented Papers	7	27	6
Resource Persons	NA	NA	NA

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

- The college provided open access to educational and lifelong learning opportunities by making use of new techniques like audio-visual aids, virtual library, projector and computer based teaching learning method.
- Students were assigned various creative tasks like interacting with resource persons etc. during seminars, workshops and college functions.
- Moral education was imparted to students through documentaries.

2.7 Total No. of actual teaching days during this academic year	180
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2.8 Examination/Evaluation Reforms initiated by

the Institution(for example: Open book examination, Bar coding, Double Valuation, Photocopy, Online Multiple choice Questions)

OMR sheets

2.9 No of faculty members involved in curriculum restructuring/revision/syllabus development

2	2	2
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the programme	Total no of Students appeared	Division				
		Distinction%	I%	II%	III%	Pass%
Science	282	12	241	34	0	275
Arts	442	03	262	150	0	412
Commerce	384	12	336	36	0	372
Vocational	166	38	108	17	0	163

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

- IQAC conducts seminars and lectures by expertise in different fields to add on to the teaching learning process.
- The academic committee collects the reports regarding syllabus completion and learning processes.
- The report is evaluated by the IQAC committee and further actions taken.

2.13 Initiatives undertaken towards faculty development

<i>Faculty/Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	2
Orientation programmes	NIL
Faculty exchange programme	4
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer/Winter schools, Workshops, etc.	6
Others	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	42	16	NA	NA
Technical Staff	NA	NA	NA	NA

Criterion – III

3. Research, Consultancy and Extension

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

A research committee has been constituted in the college to guide and motivate the faculty members to carry out their research activities. The research committee meets regularly to discuss about the latest trends in the research activities and steps to be taken to promote research activities in the Institution.

- IQAC encourages the teachers to undertake major/minor research projects from UGC, DST, CSIR, ICHR etc.
- To encourage the faculty members for paper publication in International and National Journal.
- To encourage the faculty members to present papers in National and International Seminar & Conference.
- The following facilities were provided to promote research work among students
 - a) Internet Facility
 - b) Issue of reference books
 - c) General/Departmental Library
 - d) Audio-Visual resources available in Library

3.2 Details regarding major projects(Funded by DST):

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

3.3 Details regarding minor projects(Funded by UGC):

	Completed	Ongoing	Sanctioned	Submitted
Number	0	9	9	0
Outlay in Rs. Lakhs	NA	NA	2,026,500	NA

3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	44	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	7	27	6

3.5 Details on Impact factor of publication:

Range Average h-index Nos in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry another organizations

Nature of the project	Duration year	Name of the Funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	9	UGC	2,026,500	1,388,250
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/College				
Students research projects (other than compulsory by the University)				
Any other (Specify)				
Total	9	UGC	2,026,500	1,388,250

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

ii) Without ISBN No.

3.8 No of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences
Organized by the
Institution

Level	International	National	State	University	College
Number	0	3	11	29	57
Sponsoring agencies	NA	NA	NA	NA	NA

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

3.13 No of collaborations

International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From management of University/College
 Total

3.16 No. of patents
received
this year

Type of Patent		Number
National	Applied	NA
	Granted	NA
International	Applied	NA
	Granted	NA
Commercialized	Applied	NA
	Granted	NA

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
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.18 No. of faculty from the Institution

Who are Ph. D. Guides

And students registered under them

3.19 No. of PhD awarded by faculty from the Institution

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

JRF SRF Project Fellows Any other

3.21 No. of students participated in NSS events:

University level State level

National Level International Level

3.22 No. of students participated in NCC events:

University level State level

National Level International Level

3.23 No. of Awards won in NSS:

University level State level

National Level International Level

3.24 No. of Awards won in NCC:

University level State level

National Level International Level

3.25 No. of Extension activities organized

University forum	04	College forum	33		
NCC	02	NSS	41	Any other	07

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

- Visit to old Age homes.
- Visit to Orphanage.
- Literacy programmes.
- Awareness programmes on sanitation, waste management.
- Awareness programmes on Gender sensitive issues.
- Adoption of near-by slums for Computer Literacy Programme.

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	3.86 Acres	NA	NA	3.86 Acres
Class rooms	52	0	NA	52
Laboratories	17	0	NA	17
Seminar Halls	1	0	NA	1
No. of important equipments purchased (>=1-0 lakh) during the current year.	214	0	NA	214
Value of the equipment purchased during The year (rs. In Lakhs)	21,64,797	0	NA	0
Others	0	0	NA	0

4.2 Computerization of administration and library

- All office related work computerized in the session 2014-15.
- Library Automation (In process)
- At the time of admission application form received online.
- OMR sheet introduced for the entrance test and computerized result published.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text books	34159	17,01,894	1141	788374	35300	2490268
Reference Books	161	353345	90	235723	251	591068
e-Books						
Journals			5			
e-Journals						
Digital Database						
CD & Video						
Others(specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	others
Existing	47	26	YES	NA	NA	10	11	0
Added	0	0	0	0	0	0	0	0
Total	47	26	YES	NA	NA	10	11	0

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

- A workshop organized for accessing of INLIBNET.
- Training was organized time to time for accessing internet and Wi-Fi.
- Training given to the administrative staff of the college, how to issue challan and take admission of the student through computer.

4.6 Amount spent on maintenance in Lacs:

(i) ICT	0.52
(ii) Campus Infrastructure and facilities	1.32
(iii) Equipments	0.00
(iv) Others	0.00
Total:	1.84

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- By providing information to students through Prospectus about various students support systems in college.
- By putting up various notices in the information corner about the various scholarship schemes.

5.2 Efforts made by the institution for tracking the progression

- By identifying advanced and slow learners with the help of feedback of the teachers concerned.
- By direct interaction with the different groups of students.
- By organizing test series.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1014	417	33	166

(b) No. of students outside the state

0

(C) No. of international students

0

Men

No	%
0	0

Women

No	%
5426	100

Last year						This year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3100	166	6	764	0	4036	3136	1666	5	694	0	4001

Demand ratio

Dropout%

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

The institution goes all out to facilitate and support students for appearing and qualifying in various competitive examinations.

- College organizes coaching classes for different competitive examinations.
- Various interactive sessions with professionals were organized by various departments, to prepare students for interviews and group discussions.
- Programmes for personality development and enhancing interpersonal communication skills were organized.

No. of students beneficiaries

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 counseling and career guidance

- The college has active Career and Counseling Cell which guides the students about various career prospects and how to prepare for them.
- Career counseling cell interacts with various organizations for student counseling and placement.

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
4	67	4	71

5.8 Details of gender sensitization programmes

- Seminars organized on gender sensitive issues.
- Training on self defense
- Poster presentation on gender sensitive issues.

5.9 Students Activities

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

State/University level National level International level

No. of students participated in cultural events

State/University level National level International level

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

Sports: State/University level National level International level

Cultural: State/University level National level International level

5.10 Scholarship and Financial support

	Number of students	Amount
Financial support from institution	10	1000
Financial support from government	38	6,04,044
Financial support from other sources	NIL	NIL
Number of students who received International/National recognitions	NIL	NIL

5.11 Student organized/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

17

5.13 Major grievances of students(if any) redressed:

- Regarding Session regulation

Criterion – VI

6. Governance, Leadership and Management

6.1 State the vision and Mission of the institution

Vision:

Personality Development and empowerment of women through motivation, dedication and value based education to enable them to lead a purposeful life.

Mission:

The mission of the college is to provide quality education on a strong foundation of Indian values and traditions with emphasis on commitment to social progress, peace, harmony and national integration.

6.2 Does the Institution have a management information System

The institution has a well-organized Management Information System & IQAC that directs the faculty to develop innovative insights and incorporate them in the functioning of the institution.

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

6.3.1 Curriculum Development

- The overall academic improvement of the students is emphasized.
- Projects are given as assignments to the students.
- Dissertations, Seminars, Group discussions, Quiz, Debates are organized frequently.

- Special lectures by experts.
- Special Personality Development Programmes are organized for the students.
- Vocational Departments organize Summer Training Programmes which help them in sharpening their knowledge and skills.
- Educational tours, excursions, visit to local industries ,trade fairs, exhibitions and places of historical importance help in enriching the knowledge.
- Remedial classes are organized for the slow learners.
- Special classes are conducted for those students who could not attend the classes on account of NCC camp or participation in sports activities.

6.3.2 Teaching and Learning

Interactive learning, collaborative learning and independent learning among the students was provided through audio visual aids, tutorials , coaching, projector and computer based teaching learning methods and smart class rooms, air conditioned libraries, laboratories and reading rooms.

Every teacher drew his/her teaching plan taking into consideration, the ability of the students.

The academic calendar and individual teaching plans were meant for broad reference.

Seminars and guest lecturers were organized on regular basis by all the departments.

Students were assigned various creative tasks, such as report-writing, press release, video filming, recording, questioning resource persons etc. during seminars, workshops etc.

New teaching aids such as, CD player, Computer, and other modern devices were also used.

Smart boards were introduced to make the teaching and learning more interactive and impressive.

6.3.3 Examination and Evaluation

- OMR sheets.

6.3.4 Research and Development

- Interdisciplinary research opportunity increased
- Faculties are encouraged for quality publication

6.3.5 Library, ICT and physical infrastructure/instrumentation

- Library automation(In process)

6.3.6 Human Resource Management

- Deployment of responsibilities to different stake holders

6.3.7 Faculty and staff recruitment

NA

6.3.8 Industry Interaction/Collaboration

<p>Interaction:</p> <ul style="list-style-type: none"> • Training programs in Sudha dairy • Training program in Ornate Lab Pvt Ltd • Mahavir cancer Sansthan <p>COLLABORATIONS:</p> <ul style="list-style-type: none"> • R.A.U.Pusa • Sudha Dairy • Ornate Lab Pvt Ltd • Parle Factory

6.3.9 Admission of Students

<ul style="list-style-type: none"> • Online admission
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6.4 Welfare schemes for

Teaching	✓
Non Teaching	✓
Students	✓

6.5 Total corpus fund generated

NIL

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	No	NA	Yes	Academic committee and IQAC
Administrative	No	NA	Yes	Principal

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?

- Monthly tests introduced-departmental level
- OMR sheets.

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

NA

6.11 Activities and support from the Alumni Association

- Voluntary classes are organized by them.
- They organize training classes in Music and Dance
- Frequent seminars are conducted by them
- Free camps on dietetics organized by renowned dieticians.
- Free checkup camps & Awareness programs by renowned doctors
- Alumni meeting helps to improve the working of the Institution.

6.12 Activities and support from the parent-Teacher Association

- Seminars
- Frequent meetings to enhance the quality of teaching
- Feedback mechanism helps to improve general working of the college.
- The expertise in different fields deliver lecture for enrichment of students
- Voluntary lectures are engaged by them

6.13 Development programmes for support staff

- Workshop organized on training them in filing work
- Workshop organized on drafting
- Workshop organized on correspondence and Record maintenance
- Computer training programmes are organized

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

The institution is totally eco-friendly. The Head of the Institution along with the staffs are committed to sustainable development leading to a balanced and eco-friendly campus.

- Plantation programs frequently organized.
- Awareness programmes are frequently organized to make the students aware of the need of conservation of energy.
- Awareness programmes on checking the use of plastic.
- Cleaning of dirty air filters of air conditioners.
- Representatives of each class are given the responsibility of switching off the bulbs and fans on leaving the class rooms.
- The appliances are never left in standby positions.

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:

- Value education
- Workshop in idol making
- Workshop in Madhubani Painting, Artificial flower making.
- Self Defense Training.
- Innovations in Teaching learning
- Focus on Women Rights, Gender sensitive issues
- Formation of Environment Protection Cell
- Income Generating Stalls
- Yoga Classes

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

- Resolutions taken were fully achieved

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

- ECO - Club
- Self Defense Training(for women)

7.4 Contribution to environmental awareness. Protection

- Emphasis on conservation on energy
- Solar panels
- Say “NO” to plastic
- Rain water Harvesting
- Frequent plantation programs
- Reducing and avoiding Carbon emissions
- Waste management

7.5 Whether environmental audit was conducted?

Yes

No

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

STRENGTHS

- Good academic as well as cultural atmosphere.
- Competent teaching and non-teaching staffs.
- Well disciplined students with immense potentialities.
- Sincere, relentless and selfless efforts to make the students accomplished citizens of tomorrow.
- Spacious and well managed hostel facility for students.

WEAKNESSES

- Lack of adequate space.
- Number of teaching and non teaching staffs inadequate.

OPPORTUNITIES:

- Preparation for various competitive examinations.
- Better exposure to students
- Scope for strengthening the industry institute interaction for better placement of students.

CONSTRAINTS:

- To build alliances with National organizations for academic and research activities.
- Developing communication skill among students.
- To increase opportunities of collaborations.

8. Plans of institutions for next year

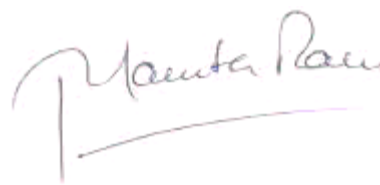
- Introduce more innovative methods of teaching.
- Strengthen the ICT facilities.
- Strengthen the Career Counseling and Placement Cell.
- Emphasis on extension activities.
- Emphasis on “Green Campus & Plastic free zone”.
- Proposal for CPE.
- To formalize Alumni association.

Name: Dr. Neelam kumari

Name: Dr. Mamta Rani



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC