SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

ANAND VIHAR COLLEGE FOR WOMEN

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462003
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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Anand Vihar College for Women is awarded B+ in first cycle of accreditation by NAAC .It is situated on the main road near the marketplace with the frequent availability of public transport for convenience of the girls' students of the college. The college imparts quality education with inculcation of values among students to enshrine a generation of socially responsible citizens of tomorrow. The team of dedicated teaching fraternity under guidance of effervescent Principal has executed successful teaching and learning interaction. Vanita Samaj, the founder and management of the college always has an inclination upon the establishment of prudent and sagacious campus for education of the students. The campus spread across lavish and lush green flora and fauna to emblazon environment consciousness among the students. It includes modern amenities which provide effervescent competitive academic ambience to the students that is not only restricted to the curriculum alone. The visionary idea to educate the girls conceptualized in the disguise of establishment of the college in 1999. The management works enthusiastically for amalgamation of education without any financial emoluments. Far visionary Principal, enthusiastic and adherent teaching and non-teaching staff enshrine the college in education arena of the city. Our teaching pedagogy emblazon for holistic development of girls students with the dexterity of "Beyond Academics". The care and concern of management and Principal is not restricted to teaching and result but the prime focus is on ultimate and efficient delivery of value based student centric education with the blend of experiential learning. .It has been developed as an institution to cater the needs of stakeholders and providing quality education with pride and success. The college stands for quality and excellence, women's education and empowerment, gender equity and social welfare for the benefit of the community. The college has been working hard for the achievements of its goals and objectives. The alumni credits the Institution for imbibing values of hard work, time management, team spirit, professionalism and ethics. Our institute divulges a focus driven attention in imbibing conceptual, human and life skill sets to increase the analytical decision-making efficiency in cut throat competitive scenario.

Vision

The Vision of the college **"*Unique combination of Indian ethos and modern ways of teaching to make a person fit to face modern day challenges*"** emblazons the college as a centre of preponderance and ascendance by imparting futuristic education in lieu with global standards, edifice our students effervescently competent and ethically proficient so they can readily contribute to the rapid advancement of society and enshrine robust substratum for nation with empowering women.

Our academic and professional approach and practices led by directives of Principal, accomplished faculty and steered by esteemed management committee along with magnificent academic ambience that viands value based liaison coherence approach. The college is fervently propagating to emerge as a frontline institution in academic excellence enabling the students with intellectual and emotional strength to meet upcoming global challenges. The constant endeavor to excel higher education and remit the societal needs emanated to snag recognitions and accolades. These are the landmark for the name and fame of the institution which act as inspiration to enthuse more effort for proliferation in a palpable direction.

A distinctive feature of the College is the tenacious bond between teachers and students as evident from the interactions and feedback. The College has carved a niche for itself among all stakeholders by providing a safe

academic environment and reverberation oriented education. Transcending knowledge beyond books and academics is committed to providing experiential knowledge that not only heightens the intellectual capacity but also builds the character of students' .The students are inculcated with value based education, discipline and varied extension activities to foster a stimulating academic environment that encourages a spirit of enquiry, innovation and experimentation.

The college is striving to nurture an ecosystem that promotes democratic values, inclusiveness of diverse peoples and cultures and freedom of expression and creativity along with acquisition of knowledge through emphasis on interactive and participative learning. The institution has had the privilege of hosting several dignitaries in academic functions and events to conceptualize mission and vision of the college and cater cultural and ethnic diversity in the girls' students with full vigor and enthusiasm.

Mission

The mission statement of Anand Vihar College for Women is ***"To offer quality education and develop a new generation of teachers and students aspirants equipped with the best knowledge, skills and human values."***

This mission statement was clasped to thrived empowered entrepreneurs, teachers and laureates who are taught and trained by qualified and innovative faculty members. Furthermore the emphasis is also given on the quality in teaching and administration through effective and efficient use of technology, pedagogy and personal interaction .The aim of the mission statement is to achieve transcendence in different areas to tender the region and the nation with amalgamation of fettered citizen through value based education. Quest for knowledge, freedom of expression and respect for culture is the hallmark of the institution. The college is committed to provide generations of optimistic, resourceful, committed, and passionate future citizens who will continue transforming the society and the nation.

- To instill a culture of sensitivity to gender issues and identities; to challenges pertinent to differently able people and economically-weaker sections; and to experiences of people from marginalized communities.
- To bolster environmental conservation among girls students on campus and beyond to enthuse sustainable relationship between human community and nature.
- To encourage a dynamic engagement between curricular and extra-curricular learning and positive social implications along with skill based education.
- To inculcate critical thinking and traverse new grounds for innovative learning.
- To enhance academic preponderance among girls' students by imparting ingenious prowess irrespective of their caste, creed, religion and diverse socioeconomic status.
- To enhance employability along with inculcation of a culture that supports and reinforces ethical and professional behaviors for a harmonious and prosperous society.
- To provide amiable infrastructure, human resource and necessary support-services for the betterment of students' progress and welfare along with promotion of national integration, human rights, universal brotherhood and community development activities through inclusive practices.

The college has divine spirit of sincerity and stress on high standards of academic, professional and societal performance for girls' students along with reverberation in a creative manner to cope them up for continuously changing society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

Anand Vihar College for Women is one of the reputed colleges with extraordinary collateral, adjuvant and far visionary management, Principal and dedicated staff to emblazon the holistic development of the students.

- The institution is strictly adhered to vision and mission statement to emphasize on empowerment and enlightenment of girls' students with values and dynamic perspectives.
- The college surmises installment facility for the students of marginalized sections of the society to wriggle the precocious education scenario.
- An effervescent IQAC is vigilant to enshrine quality initiatives and encouraging the proliferation and surge of the Institution.
- Continuous Internal Assessment with legitimate class tests and canonical feedback ensures academic excellence.
- Confederation of the stake holders in various social service and community work through the NSS unit of the college.
- Student centric learning activities such as Seminar, workshops, skill based certificate and Add-on courses to enshrine students' prowess.
- The College has confederacy with government and NGOs to endorse value based education along with social and environmental consciousness initiatives.
- Robust financial support for the underprivileged students on the basis of their performance from management.
- The College lays strong emphasis on all round personality development of students through extra and co curricular activities.
- The college is desperate to instill environment consciousness through energy conservation along with solar energy panel to save energy and contributing to the National grid.

Institutional Weakness

- Lack of hostel facilities.
- Meager research facilities in the institution.
- Moderate placement.

Institutional Opportunity

- Entrenchment of research centre and guide ship.
- The institution has potential to spur alumni to endow study materials for participatory and experiential learning
- Prepare the students for self-employment to accomplish the goal of Women's Empowerment

Institutional Challenge

- Transforming students into successful entrepreneurs with quality education.
- Internal revenue generation for self reliance and financial sustainability of the institution.
- Affiliation of new program seeks concurrence from the university with tiresome formalities so inception of new programs becomes difficult.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The curricular aspect imparted pivotal ingénue in acclimation of the knowledge to strive the intent of excellence. The curricular aspects of Anand Vihar College for women betoken a well-structured curricula rampart in an enumerated manner of the curriculum planning and implementation with emphasis on the vision, mission, and objectives. The institution thrive action plans for cogent implementation of the curriculum in accordance with the academic calendar, time table and regular staff meetings.

The schedule and duration of all programs are adhered to the guidelines of University and department of Higher Education. Teachers take utmost care to complete the syllabus in time under vigilance of the principal of the college. Weekly division of the syllabi is displayed on the notice board of the respective departments. Regular classes are strictly conducted according to the time table. In case of teachers on leave substitution classes are arranged.

The college has well maintained and updated central library with open access system. Even departments also have departmental libraries with good collection of textual and general books. Faculty members regularly attend workshops, seminars and faculty development programs. They are paper setters, examiners and moderators at the University level. The institution offers Add on courses and Certificate courses to enrich the prowess of the students.

The colleges constituted **CRAC** (Curriculum Review and Advisory Committee) for reviewing of curriculum framework along with advisory notion and accomplish the purpose of the effective curriculum delivery through a well planned and documented process. The college has a well-organized feedback system through which it can glean feedback which is the pillar of quality enhancement. Suggestions and responses are welcome from the stakeholders and the institution addresses the issues accordingly. The institute ensures its curricular aspects by organizing programs on gender sensitivity, environmental consciousness and human values.

The College amalgamated a multilayered system of identifying advanced and slow learners .The College has scheme of **24Í7 mentoring** and **Teacher-guardian scheme** to enshrine students' path to accumulate enormous success along with Continuous Internal Evaluation. The faculty members are the mentors and they meet with their allotted mentees to discuss their problems and grievances.

Teaching-learning and Evaluation

The College has an effervescent team of qualified, striking and committed faculty members who imparted their best under guidance of the sterling principal. The two-fold dexterity of teaching and learning and exemplary evaluation process ensures smooth functioning of the constitution of the core activity of the college for excellent academic result. The teaching of the college revolutionized from conventional chalk and talk method to more tralatitious endorsement of innovative teaching pedagogies for experiential learning that clubbed

group discussion, case studies, book reviews and action research. Besides espousal of the concomitant teaching methodologies the students have been inured good exposures to debate, seminars, symposia, workshop and hands on training.

The reckoning of the learning levels of the students is consummated by the faculty members and on the basis of which slow and advanced learners are diagnosed. Special contemplation is imparted to slow learners through remedial teaching, collaborative tutelage and potent mentoring. The College is empathetic to all the crunches and hauls all the possible steps to optimize the learning outcomes of all the students. Advanced learners are encouraged for peer teaching and collaborative learning along with participation in various co-curricular and skill enhancement activities.

The college augmented continuous internal evaluation, assessment and periodical examinations on university guidelines. The personal, emotional and academic needs of the students are taken care by mentorship and teacher guardian system. The program outcomes, program specific outcomes and course outcomes of all programs and courses are made available explicitly in the College website. The IQAC collects and analyses the data on student learning outcomes and uses it for overcoming the barriers of learning

The College has adopted a robust and transparent system to ensure effective evaluation with amalgamation of ingenious teaching methodologies. The College also espoused various plumbs to ensure that the examination related grievances are solved in an efficient and time bound manner. The College has staunched to streamline the various programs towards 'Outcome based education'. The transcendent fruition of the students in the university examinations has been applauded. The vibrant interaction between teachers and learners creates an academic atmosphere conducive to enhanced scholarly pursuit.

Research, Innovations and Extension

The college promotes a thriving research environment in the college by publishing a bi-annual, multidisciplinary and peer reviewed research journal **Spectra**. The research committee of the college headed by the principal coordinated workshops, seminars, webinars, FDPs and SDP at national and international level on various topics embodied intellectual property rights and research methodology to augment research culture in teaching fraternity.

Apart from the academic aspects assorted fortuity are factitious to fulcrum holistic development of students through several community outreach programs in neighborhood communities that sensitize students towards community issues, gender disparities and social inequity along with other relevant issues to inculcate social values and commitment to society.

The college is intent to mellow the personality of students through community services on regular basis and thrived them to be sensitive and liable human beings cognizant of the socio-economic realities of the country. The National Service Scheme (NSS) unit and Red Ribbon Club of the college is the most appropriate platform to execute welfare services and blood donation drives for enhancement of sensitivity among students and impart practical exposure to the day-to-day living of the underprivileged.

Eco club anticipates promotion of the ethos of preservation and protection of our environment and to instill a feeling of responsibility for a better, greener, and cleaner environment through initiatives like plantation drives, competitions (online and Offline) and talks by eminent speakers.

The college has been recognized and awarded for its commitment to social responsibility. In the last five years, the college signed MOUs with NGOs and other institutions to mark an epitome of success. These collaborations provide opportunities for extension and innovation, internships and career goals, and research and development.

Extension activities like street plays, rallies, visits to old age homes and donation drives are conducted to create awareness about various issues clubbed Swachhta Abhiyan and gender equity that encourages students to volunteer in community. Every effort is made to establish enriching and meaningful collaborations with academic and non-academic institutions outside the university. Integration of curriculum with social issues of relevance also enshrines personality enrichment to awaken the extraordinary potential and multifaceted qualities of students.

Infrastructure and Learning Resources

The college has enshrined as an extravagant academic institution with amicable infrastructure and learning resources for dissemination of knowledge and information and for the all-round institutional advancement. The college procured lift, solar panel, fire extinguisher, safe drinking water facility, LED bulbs and CCTV surveillance for security in the college campus. The college has seen a considerable growth in infrastructure commensurate with the academic developments that have taken place over the past few years. The number of classrooms increased while the existing ones have been upgraded with new, improved technology. Two multimedia halls with LCD projectors along with one seminar hall with LCD projectors and smart board and one open air auditorium to organize academic, cultural and co-curricular events. Almost all the classrooms are connected with Wi-Fi facilities. There are two advanced mike system with two collar mike, six floor mikes, three hands-free mikes and eight podiums. The college has two photocopy units providing services to the students at subsidized rates. Consequently, the demand for greater supply of electricity has led to the installation of 40 KVA solar power panels to generate electricity from renewable energy source which reduces environmental pollution.

The well-managed and spacious college library is there to support the students with INFLIB Net and N-LIST facilities along with SOUL 2.0 library software. All the books are bar-coded and have issue and receiving slips. It is Wi-Fi enabled and has a seating capacity of 100 users at a time. The library has extravagant number of books, journals well maintained reference section and book bank. Curriculum Laboratory, Psychology lab, physical science lab and computer labs have undergone effective modernization of instruments and equipments for current requirements of the students.

The increased demand for basic requirements like clean and hygienic toilets with sufficient water supply, toilets for disabled, Sanitary pad vending machines, separate toilets for teachers and students along with canteen, pantry and water filters on every floor. These are maintained by effervescent maintenance officer to enshrine glitch free ambience to the staff and students of the college for enhancement of teaching learning experience.

Student Support and Progression

Principal and faculty members of the Anand Vihar College for Women work tirelessly towards the development of the student's personality through curricular, co-curricular, extra-curricular activities and social extension and outreached programs aimed at creating balanced self possessed girls' students who will not only succeed in life but make constructive contribution to society in general. The institution makes strategies and policies to enhance students' participation in creative, cultural and co-curricular activities. It is worth

mentioning that our students have won a number of prizes in various activities at inter and intra collegiate level along with Youth festival bringing fame to the college. Students' participation are acclaimed in praise worthy manner as students' editors in newsletters of the departments and writing articles and poems in college magazine **Twisha**: the brightness .Students incorporated as members in various committees to give them opportunity to impart their best in enthusiastic manner in college matters.

The institution provided all kinds of support to the students for their studies and progression along with financial as well as technical assistance. Number of students of the college are benefitted by scholarships provided by the Government along with the scholarships imparted by the management on the basis of means and merit.

The college collaborated with social agencies, government concerns and NGOs that come forward to spike the college and the students for their academic pursuit. Capacity building and skill enhancement initiatives include soft skills, language and communication skills, life skills along with Career counseling have been undertaken for the benefit of the students. The institution has also organized sports and cultural events to maintain physical fitness of the girls' students of the college.

The Alumni society of the college Anandita – Old Students Association is a registered Society, under the Madhya Pradesh Societies Registration Act 1973, bearing the Registration No: 01/01/01/38220/21. The Association is dedicated to bring together the alumni committee on a common platform to build a channel of personal and professional support to all the members and junior students. The institution has a transparent mechanism for timely redressal of students' grievances for the mental dexterity of the students.

Governance, Leadership and Management

The institution has a well-organized governance, leadership and participative management for academic and administrative purposes. The Governance and Leadership of the institution and the management system are very much open and democratic in nature and there is an emphasis on transparency and accountability. The objective of the Governance, Leadership and Management is to prioritize the major issues and subjects confronting the stakeholders and to professionalize the administrative and academic system for better output and achievement.

College has emphasized on administrative competence, accountability, collective responsibility, leadership and professional management. The institution has worked out a strategic development and deployment plan for all round development of the students. The college has a Governing Body consisting of the President, the chairperson, the secretary, the treasurer, Principal, nominees of the Government and Universities and teacher representatives. Governing Body meets on a regular basis and takes important policy decisions related to academic, administrative and financial management of the college. The Governing Body of the college works in close collaboration with the Principal to regulate and maintain an amicable and scholastic environment required for this purpose. The Principal as the Head of the Institution along with the members of Teaching and Non-Teaching staff implement the decisions and policies of the management for effervescent regulation of the college. The Institution has provision for various staff support activities like relaxation in the tuition fees of teachers' wards, financial support to participate in Conferences and seminars, academic leaves, medical leaves.

The college has an Internal Quality Assurance Cell formulates and implements quality initiatives and interacts with different faculties and office. The Internal Quality Assurance Cell has set the standards of quality enhancement and excellence over the years. The fee structure is kept at a reasonable level. Financial aid is also

extended to economically backward students. Administrative and Academic Audit is conducted every year. College website is regularly updated to provide exhaustive information regarding the overall functioning of the college. The Principal and members of staff focus on the recommendations of the NAAC and try to implement and improve the infrastructure and quality of education as per their recommendation.

Institutional Values and Best Practices

The College is sworn for inculcation of core values and ideals like humanism, gender equity, tolerance, harmony, understanding and peaceful coexistence.

Best practice -1: Skill oriented empowered and socially responsive students

The College is pledged to provender a tenacious value system with an emphasis on prowess development through Add-on and certificate courses .The disciplined and safe academic ambience of the campus enshrined the institute with arête for youth. It is the perpetual endeavor of the College to become a proactive centre of learning and skill development. Students are involved in experiential, interactive and participative learning entail series of programme-specific events. The institution is bustling in celebrating different commemorative days, events and national festivals on a regular basis. Fraternity with local community is undertaken through rallies, radio talks, grains and clothes donation drives, blood donation camps, visit to old age homes along deaf and dumb school.

Best Practice -2: Environmental consciousness and Promotion

The College is pioneered manifold Environmental consciousness and Promotion practices for edifice of an environmentally sustainable campus that is green, fruitage basal waste, scrimp energy, bulwark biodiversity and hoard self-sustainability in areas of power, water and cleanliness through illustrious strife . The college is an environmentally responsible terrain with Energy and Water Conservation adroitness with Solar Power Plant and Rainwater Harvesting. E-waste and solid waste management initiatives have created an eco-friendly campus. The College has conducted Environment audit and collaborated with government institutions for that. The Eco-Club and NSS Unit of the college have also been fairly effacious for that.

Institutional values: Women concurrence through holistic education

The unique feature of the College is pretenses in sturdy moral values to groom the students as responsible human beings. The distinctiveness lies in the concurrence of women from all strata of society addressing the wavering exigencies of students and society in the most ingenious, pledged and benevolent demeanor. Provision of Common room and exclusive amenities creates comfort zone for girls along with facilities like book bank emblazon them. The hallmark of the institution is distinctive women education; empowerment and community service for excellence in all respects for its valued stakeholders.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ANAND VIHAR COLLEGE FOR WOMEN
Address	Link Road No.-01, 74 Bunglows Tulsi Nagar Bhopal.
City	BHOPAL
State	Madhya Pradesh
Pin	462003
Website	www.anandviharcollege.edu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Mrs. Madhu Mishra	0755-2765294	9425605834	-	anand.vihar@yahoo.co.in
IQAC / CIQA coordinator	Mrs. Sandhya Gupta	0755-2761133	9993610399	-	guptasandhya76@gmail.com

Status of the Institution	
Institution Status	Private and Self Financing

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	19-07-1999

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Madhya Pradesh	Barkatullah University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	28-07-2014	View Document
12B of UGC	03-08-2015	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
NCTE	View Document	27-10-2003	12	Annual Renewal of Affiliation for B Ed

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Link Road No.-01, 74 Bunglows Tulsi Nagar Bhopal.	Urban	2.15	4241.17

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCA,Commerce And Management	36	Higher Secondary	English,Hindi	60	0
UG	BBA,Commerce And Management	36	Higher Secondary	English,Hindi	60	5
UG	BCom,Commerce And Management	36	Higher Secondary	English,Hindi	300	17
UG	BA,Arts	36	Higher Secondary	English,Hindi	240	4
UG	BEd,Education	24	Graduate	English,Hindi	100	100
PG	MCom,Commerce And Management	24	Graduate	English,Hindi	60	12

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				29
Recruited	0	0	0	0	0	0	0	0	1	16	0	17
Yet to Recruit				0				0				12
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				10
Recruited	3	7	0	10
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	12	0	13
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	4	0	4

Temporary Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	372	12	0	0	384
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	33	0	0	0	33
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	49	46	58	62
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	17	13	24	30
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	120	99	115	118
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	263	246	270	243
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	32	39	41	36
	Others	0	0	0	0
Total		481	443	508	489

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college is amalgamated for the transformational reforms in higher education under the National Educational Policy NEP 2020 for under graduate courses like B.Com, B.C.A., B.B.A and B.A to enshrine the path of students for holistic, multidisciplinary and futuristic education. It focuses on bringing about the catalyzing of quality education and enshrines the possibilities and requirements for the equitable use of technology for better reach in education. The key reform points projected by the college with regular mode of teaching are: • Holistic and Multidisciplinary Education with Flexibility of subjects • Academic bank of credits • Integration of vocational and elective subjects • Administration and

	Management • Critical thinking and innovative thinking with passion A bottom-up approach with multidimensional perspective is followed by the college. The holistic vision of education is in establishing a synergy and seamless transformation for higher education level. Multidisciplinary approach with multilingual skills is advantageous.
2. Academic bank of credits (ABC):	National Policy of Education -2020 postulates that "Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time," The college is propagating to adopt Academic Bank of Credits on the guidelines of Higher Education Department and Barkatullah University, Bhopal to cater the diverse need of Education for the girls' students of the college. Traditional teaching methods are aided by new age technological methods to make learning more engaging and relatable. Teachers are organizing online webinars, workshops, and Faculty Development Program where eminent academicians and psychologists join the students and help them. ICT-enabled tools are used by students to make presentations, explain their assignments, and to participate in online training courses.
3. Skill development:	The college is enterprising forward with the motto of skill development among students and tries to create new knowledge, products and ideas. The activities undertaken by number of heads have created an ambience for innovations and other initiatives for the creation and transfer of knowledge. It is mandate for all the students to impart in internship programs to acquire practical knowledge and skill development. • The college enshrines the path of students with skill development and to accomplish the purpose the college organizes various talks including our alumni to acquaint the practical aspects of starting an enterprise and the problems and challenges they faced in their journey. • The propagation of skill development organized with innovative ideas and helps the students getting access to funds for putting their ideas into practice. • The college also organized various online and offline workshops, seminars, student development programs, expert lectures and competitions to encourage and develop prowess for

	overall development and to be worthy citizens of the country.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The college has constantly endeavored to provide quality education and ensure all round development of the students in order to create awareness, responsibility and nurture the girls' students as empowered women of tomorrow. The institution has a well maintained, user friendly and resilient infrastructure conducive to teaching-learning ambience and comprehensive development of students. The college offers foundation course to all the disciplines of the college with integration of Indian knowledge system along with short-term courses and add-on courses on various important aspects. The college offers effervescent knowledge of language and literature through mandatory aspects of the syllabus and add on courses. The College focuses on educating young women and training them in responsibility and accountability, enabling them to take their positions in a competitive world. Students of the college are encouraged to participate in activities beyond their academic curricula so they become confident and well balanced individuals. There are several academic and other societies that cater to a range of interests encouraging the students to hone their unique talents and managerial skills. The college associates with several organizations to enshrine them on the path of success with extra ordinary prowess. The college always encourages the students to pursue on the path of excellence to enshrine better future of the country.
5. Focus on Outcome based education (OBE):	The College offers a number of regular courses in Commerce and Management, Education and Arts at undergraduate and postgraduate levels under the affiliation of Barkatullah University. The college uses different mechanisms and practices to communicate Program outcomes and Course outcomes to all stakeholders. The motivation for doing so is to provide the students and the teachers a clear and comprehensive idea of the courses so their learning objectives are accomplished. Defining the learning outcomes, much care is taken so that they describe the knowledge, skills and competencies that students are expected to acquire as a result of completing their program of study. 1. The program outcome (PO), program specific outcome (PSO) and course outcome (CO) of all programs and courses are made available

	explicitly in the College website. Further, the syllabi of all of the programs are made available online (in the college website) and offline (in the departments). 2. The College Prospectus provides the basic structures of all programs offered by the college. 3. The outcomes are communicated to the faculty-members by the IQAC and the departmental heads. The faculties take active participation in formulation and review of the outcomes. 4. The course outcome clearly reflects the knowledge and skills that the students will acquire by learning a course, and it defines the cognitive processes a course provides. 5. The framework of the Program Outcomes (PO) and Course Outcomes (CO) designed by the faculty are discussed in the academic meet in the department. Once approved and validated, it is submitted to the Academic Committee and finally uploaded on the website.
6. Distance education/online education:	The college emblazons teachers of the College to make the best use of the technology in their teaching process. Teachers have the knowledge and skills to use new digital tools to help all the students to achieve high academic standards. ICT has enabled better and swifter communication; presentation of ideas in an effective and relevant way. It is an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database. • The College has a techno friendly campus which helps the teachers and students to stay connected to the internet and learn and teach the updated information. • Some teachers use and share E-books which are very useful for the students as they are handy and save the cost of buying the physical books. • The college has partially-automated library which enables the students to find the location of the books easily. The library provides accessibility to e-resources like INFLIBNET to teachers and students. • The college has well equipped Computer Labs for practical classes for courses like Commerce, Computer and Education. The labs are updated with new software Microsoft Office. • The college is imparting e-content through PPTs and videos on Google and YouTube link.

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
229	229	229	160	160

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
6	6	6	5	5

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
417	489	508	443	481

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
446	449	449	317	305

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
200	193	201	160	216

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
17	20	23	20	20

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
29	28	29	28	28

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 31

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
10.8225558	13.4521793	17.3343754	17.8578553	23.9536819

4.3

Number of Computers

Response: 56

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Reverberation:

Anand Vihar College for women is a constituent college of Barkatullah University and adheres to its curricular aspects. The process emblazons planning and executions of curricular implementations in the meetings of Staff Council and Departmental Committees along with Principal of the college to determine workload, allocation of work, preparation of Time Table and enhancement of learning outcomes. The College emblazons extension and co-curricular activities that dovetail into teaching material and enhance it to accomplish effective delivery of the curriculum. Every department toils hard to intervene to enhance and enrich the learning outcomes along with the amalgamation of prowess and knowledge through the effective curriculum delivery.

Mien of the college for effective curriculum delivery:

- The College augments important innovative interventions in the Teaching-Learning process to facilitate the expansion of the prescribed syllabus in multiple directions and encourage the students of the entire spate to participate in various activities and courses with expert guidance from their mentors. The essential components of the curriculum include acquisition of related prowess, handling technology and application-based testing to consolidate theoretical learning.
- The college has constituted CRAC (Curriculum Review and Advisory Committee) for reviewing of curriculum framework along with advisory notion and accomplishes the purpose of the effective curriculum delivery through a well planned and documented process. The members of BOS of affiliated university are part and parcel of CRAC and the college conveyed the requisite reforms in curriculum to the affiliated university through them .The college regularly organize meeting with them to augment open discussion on curriculum review of different spate and impart suggestions.

Yardsticks of effective curriculum delivery

- Weekly division of the syllabi is displayed on the notice board. Regular classes are conducted according to the time table. In case of teachers on leave substitution classes are arranged. Substitution register is maintained in all the departments.
- The college has well maintained and updated central library with open access system. Even

departments also have departmental libraries with good collection of textual and general books.

- Need based Internship, Project work; survey programs, field works and educational excursions are organized by the departments to cater needs of the curriculum.
- Remedial and extra remedial classes are also conducted as per the requirement and demand of students.

Benchmark of the college

- Our students used to score high percentage in university examination to shine the college in educational arena of the city. Generally we have effervascent results in every class still we analyze the result every year in staff meeting with principal and new strategies are framed for more improvement.
- Our management also takes pains to motivate the students on the path of success and they encourage them by giving cash prizes and trophies along with the certificates of excellence in the field of their expertise.
- To mark the recording and monitoring of progression of courses, a system of maintenance of a Teachers' Diary has been implemented where each teacher records their daily progression of courses in accordance with their curricular delivery.

File Description	Document
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The college adheres to the academic calendar in lieu of the guidelines of the Barkatullah University, Bhopal and Department of higher Education, M.P. All the departments prepare academic calendar and there is a common academic calendar of the college with mingling of all the activities. All the departments prepare their Time Table on the basis of academic calendar on the basis of allotted subjects, students' preferences and workload distribution and it has been displayed on the notice boards at least one week before the commencement of the new semester and academic year.

Mien of the college adheres to the academic calendar

- Time table assures then planning and execution of all the academic activities emblazoned in the academic calendar in due course of time.
- It is an earnest mien of the college to prepare time table and academic calendar within the first fortnight of the augmentation of the semester and academic year along with round the year activities.
- The calendar imparts details of all the academic and co curricular activities in nut shell.

Yardsticks of the college adheres to the academic calendar *and* C.I.E

- The college has scheme of **24*7 mentoring** and **Teacher-guardian scheme** to enshrine students'

path to accumulate enormous success along with Continuous Internal Evaluation.

- The faculties in charge are the mentors of the students and they meet with their allotted mentees once or twice a month on their scheduled dates to discuss their problems and grievances.
- The mentor toiling with devout approach to mitigate their problems related to variance of spates.
- There is a suggestion box also and students are free to drop their grievances without mentioning their names. It helps to ensure quality in teaching learning process by eradicating students' problems.
- The college also collected feedback from the students in a cumulative and confidential manner to solve students' issues.
- The HOD and principal take action on the basis of the analysis of the collected feedbacks to maintain the quality of teaching enshrined in the academic calendar. The college anticipates frequent meetings of departments and college to traverse various issues related to teaching learning process along with curricular and co curricular aspects.
- The advanced innovative teaching-learning practices augmented by the college to encourage the students for amalgamation of the quality knowledge.
- The IQAC of the college enthusiastically emblazon activities for inculcation of prowess and dexterity. The committee gimmick variance of suggestive measures to improve the quality of teaching –learning process.
- Departmental meetings and staff meetings are conducted every month for execution of academic and co curricular activities in an effervescent manner that enshrined in academic calendar.

The college precisely emblazoned timely augmentation of Continuous Internal Evaluation on the guidelines of Higher Education and Barkatullah University and paste the marks list on the notice boards of all the departments.

File Description	Document
Link for Additional information	[View Document]

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	[View Document]
Link for Additional information	[View Document]

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 66.67

1.2.1.1 **Number of Programmes in which CBCS / Elective course system implemented.**

Response: 4

File Description	Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 41

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
23	9	5	2	2

File Description	Document
List of Add on /Certificate programs	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 74.8

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
396	440	208	226	467

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

Response:

The assessment of the learning levels of the students is accomplished by the teachers in the classrooms during lectures, class tests, assignments and tutelage on the basis of which slow and advanced learners are identified. Specific teaching-learning methodologies to cater the needs of such students are then discussed and implemented. Students with varied degrees of learning capabilities and background converge in the college. Therefore, the level of challenge faced by them is also different. The College is empathetic to this aspect and takes maximum steps to optimize the learning outcomes of all the students. Orientation Programs are organized by all departments at the beginning of every academic year to develop a better learning environment. The College endorses mentoring system where faculties help students with their personal and academic challenges. Continuous internal assessments facilitate consistent progress of students. The College has Guidance and Counseling cell to cater the needs of the students. Lectures are rendered by the alumni to update the students about current avenues.

Yardsticks of the college for Slow Learners:

·   Remedial and extra remedial classes are organized for special coaching in areas where students need support.

·   Additional reading material and books in simple form is made available from departmental libraries of all the. E-links are also suggested to the students to gain an in-depth knowledge of the subject.

·   Bilingual explanations and discussions are augmented in the class with the aim of reaching to the slow learners so that they can be brought at par with the rest of the class.

·   Personal, academic and career-related counseling are imparted from time to time.

·   Additional tests are conducted outside the curriculum to assess the learning ability of students.

·   Peer learning is encouraged through group discussions and presentations to build a culture of team work and helps to develop leadership as well as interpersonal skills.

Mien of the college adheres for Advanced Learners:

The college emblazons participation of advanced learners during lectures, tutorials, class tests, assignments and interaction during the class. All the Departments through a combination of academic and co-curricular

activities encourage the advanced learners to optimize their potential.

· Advanced learners are encouraged to participate in inter college competitions.

· The faculty helps the students to get advanced readings on the relevant topics to enhance their understanding of the subject to enable them to pursue research in future. They are encouraged to help and provide support to the weaker students by engaging in group discussions and presentations.

· They are imparted an opportunity for peer teaching in the class as well as making individual presentations.

· The College library provides the INFLIBNET facility and other e-resources to help the advanced learners to broaden their horizons.

 Students are given recognition for their achievements at various forums in terms of cash awards, medals, appreciation certificates and scholarships. They are also motivated to secure rank and distinction in University examination.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 73.51

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
167	163	141	128	131

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 28.78

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 120

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<u>View Document</u>

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document	
URL for stakeholder feedback report	<u>View Document</u>	

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document	
URL for feedback report	<u>View Document</u>	

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 25.75

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
417	489	508	443	481

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2300	2060	1790	1580	1580

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 20.86

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
63	96	108	69	70

File Description	Document
Average percentage of seats filled against seats reserved	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The assessment of the learning levels of the students is accomplished by the teachers in the classrooms during lectures, class tests, assignments and tutelage on the basis of which slow and advanced learners are identified. Specific teaching-learning methodologies to cater the needs of such students are then discussed and implemented. Students with varied degrees of learning capabilities and background converge in the college. Therefore, the level of challenge faced by them is also different. The College is empathetic to this aspect and takes maximum steps to optimize the learning outcomes of all the students. Orientation Programs are organized by all departments at the beginning of every academic year to develop a better learning environment. The College endorses mentoring system where faculties help students with their personal and academic challenges. Continuous internal assessments facilitate consistent progress of students. The College has Guidance and Counseling cell to cater the needs of the students. Lectures are rendered by the alumni to update the students about current avenues.

Yardsticks of the college for Slow Learners:

- Remedial and extra remedial classes are organized for special coaching in areas where students need support.
- Additional reading material and books in simple form is made available from departmental libraries of all the. E-links are also suggested to the students to gain an in-depth knowledge of the subject.
- Bilingual explanations and discussions are augmented in the class with the aim of reaching to the slow learners so that they can be brought at par with the rest of the class.
- Personal, academic and career-related counseling are imparted from time to time.
- Additional tests are conducted outside the curriculum to assess the learning ability of students.
- Peer learning is encouraged through group discussions and presentations to build a culture of team work and helps to develop leadership as well as interpersonal skills.

Mien of the college adheres for Advanced Learners:

The college emblazons participation of advanced learners during lectures, tutorials, class tests, assignments and interaction during the class. All the Departments through a combination of academic and co-curricular activities encourage the advanced learners to optimize their potential.

- Advanced learners are encouraged to participate in inter college competitions.
- The faculty helps the students to get advanced readings on the relevant topics to enhance their understanding of the subject to enable them to pursue research in future. They are encouraged to help and provide support to the weaker students by engaging in group discussions and presentations.
- They are imparted an opportunity for peer teaching in the class as well as making individual presentations.
- The College library provides the INFLIBNET facility and other e-resources to help the advanced learners to broaden their horizons.

Students who are advanced learners are encouraged to upgrade their knowledge and skills through add-on

courses along with special lectures organized by expert resource persons. Students are given recognition for their achievements at various forums in terms of cash awards, medals, appreciation certificates and scholarships. They are also motivated to secure rank and distinction in University examination

File Description	Document
Past link for additional Information	[View Document](#)

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 25:1

File Description	Document
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college is dedicated to cater the academic and practical needs of the students to synchronize internship along with add-on and certificate courses to enhance experiential learning. One of the most effective student centric collaborative systems is functioning in the institution that bridges the gap between the student and teaching community through effective reverberation of the experiential learning,

- Teachers amalgamated case study method and project work to imply participative learning in the classrooms.
- Collaborative and Peer learning are part and parcel of the regular classroom teaching to traverse new vistas of knowledge with interactive teaching.
- The teachers are particular to solve students' problems regarding to contents of the subject matter.
- Participative learning and problem solving methodology are clubbed in tutor-guardian scheme. Each faculty member is assigned a small group of students comprises maximum of 30 students as their wards.
- Faculty members have the responsibility of supporting and guiding their wards in their academic and personal glitches.

Tutor-guardian scheme: Tutor-ward meetings are conducted regularly once in a month and recorded the information to get the opinions from students about academic activities and their grievances for suitable action to solve their problems. Various miens of students' amalgamations are discussed in the meeting that

is chaired by Principal. The following are the activities of tutor ward meetings:

• Review of attendance • Students Behavioral monitoring • Marks obtained in Continuous Internal Assessments •Readiness for Placement • Internal Marks • Availability of Sufficient Learning Materials • Learning difficulties • Assignments and component submissions • Extracurricular activities •Students Achievements.

Postulations for experiential and participative learning with problem solving methodologies

- The tutor meets the students individually in regular intervals to have better understanding on their wards.
- It bridges the gap between the tutors and wards to have ease in discussing the relevant concerns.
- Sharing their personal concerns emblazon them to ease the burden which in turn sustenance them to focus on studies.
- The mentor also verifies fortnightly the lessons covered by faculty and if necessary give suitable advice to handle extra classes in assisting the slow learners and innovative dexterity for advanced learners.
- The tutors also identify the students who are academically weak and make proper arrangements for them.
- Tutor-guardian system motivates the performing students to aim high and enshrines them to get ranks in order of merit.
- Students are encouraged to write articles in college magazine and assist in the preparation of news-letters for reverberation of experiential learning, Participative learning and problem solving methodology.
- Department-specific activities like heritage walks, museum visits, one-day field trips, and study tours, industrial and institutional visits that are part of curriculum are organized.

Teachers are natural mentors of their students and to formalize it the College has a proper student mentoring system. All the faculty members promote students to participate in various academic events held at National and International level. They encouraged students for various advanced projects, challenging assignments and other tasks.

File Description	Document
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Teachers of the College amalgamated to make the best use of the technology in their teaching process by imbibing new digital tools to redress all the students to achieve high academic standards. Learning environment is with well equipped Smart board, LCD projectors, audio-visual facilities and various ICT tools to support the teachers for assignment, PPTs and Quizes.ICT has enabled better and swifter communication along with effervescent presentation of ideas in a potent and trenchant demeanor.

Yardsticks of the college for ICT enabled tools:

- The College has a techno friendly campus which helps the teachers and students to stay connected to the internet and learn and teach the updated information.
- Some teachers use and share E-books which are very useful for the students as they are handy and save the cost of buying the physical books.
- The college has partially-automated library which enables the students to find the location of the books easily. The library provides accessibility to e-resources like INFLIBNET to teachers and students.
- The college has well equipped Computer Labs for practical classes for courses like Commerce, Computer and Education. The labs are updated with new software Microsoft Office.
- Teachers used PowerPoint presentations in the classrooms which help them to have an interactive conversation with the students.
- Teachers have anticipated lectures online on Google Meet. They participate in FDPs, webinars, expert lectures and student development program to update themselves with current trends.
- Our Seminar Halls are well equipped with ICT facilities. Special lectures and technical talks are also augmented by inviting experts from different academic institutes and companies.
- The use of ICT enabled tools reached at maximum level during the Covid- outbreak. Since students could not come to college due to the pandemic, teachers extensively used ICT equipment and online platforms from their home.
- Teachers used Google Meet to reach students during the period of social distancing.
- Since the beginning of the Covid-19 period, teachers on work-from-home basis were organizing online webinars, workshops, and Faculty Development Program where eminent academicians and psychologists join the students for panacea during the period of crisis.
- Digital platforms, Printer, Photocopier, Pen Drives, Scanners, DVDs and CDs are used by teachers as per requirement.
- To procure competence in teaching, all the faculty members' record and upload lectures and periodicals on You tube channels.
- Our College has smart board employed in seminar hall that facilitate interactive instructional tools, generate more interest and motivation among students, display striking graphics, improve lectures with audio-visual tools, provide better instructional materials and can also accommodate all learning styles.
- All the departments conduct webinars, online quiz and guest lectures on the latest developments and vibrant issues in the core subjects for effective teaching and learning. Various committees conduct online activities, workshops, presentations and competitions.

The Institute endeavors continuously to improve the competence and efficiency in assessment of Teaching, Learning and Evaluation Processes. The student centric education is deployed through experiential, individual, participative and collaborative learning modes catering to the learning needs of students.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 25:1

2.3.3.1 Number of mentors

Response: 17

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 70.44

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 55.68

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	11	10	10

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 9.41

2.4.3.1 **Total experience of full-time teachers**

Response: 159.9

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The College is a constituent College of the Barkatullah University, Bhopal and obliged to implement all directives of the University regarding continuous internal evaluation. These include the system of Internal Evaluation of teaching subjects on skill enhancement course, ability enhancement, compulsory course and internal assessment in all disciplines for all papers. During the lockdown following Covid-19 Pandemic, online questions for assignments were imparted to the students. It is worth reporting that despite the several problems that some of the students faced with regard to Wi-Fi or internet connection or not having laptops, the submission of assignments for internal evaluation before final examination was almost exhilaration. The College adheres to the factor of student attendance in all assessments, which serves as an incentive for regularity and academic discipline.

Mien of the college adheres for internal assessment is transparent and robust in terms of frequency and mode

- The schedule for class tests and assignments are notified to the students in advance and uploaded on the respective departmental notice boards.
- The schedules announced are strictly adhered to.
- The Principal of the College monitors the effective implementation of the schedule. Each

department verifies the internal assessment data of the students before it is put for display for the students to check.

- Discrepancies or grievances of the students, if any, are assessed and resolved by departments before submission to the Principal of the College which is an interface between the College and the University.
- Internal Examination is conducted at end of the session based on University exam pattern at departmental level.
- Answer key and marking scheme are prepared by subject teachers before evaluation. Evaluation of assessment tests and assignments are executed by the respective subject teachers within two days from the exam and submission of assignments.
- Subject teachers can also conduct various academic activities like surprise test, objective type test and quiz for assessing the students' progress.
- Viva voce and mock tests are conducted with the current topics to give an exposure to the students of the various disciplines.
- Internal Assessment Data was uploaded on the University Portal and displayed on the notice boards of all the respective departments with proper regularity and efficiency. It was kept open for Student Grievances and Redressed.
- The College has a system of Student Feedback which facilitates effective implementation of evaluation processes.
- Ensuring transparency, the system of evaluation is effectively implemented. This can be judged on the basis of assignments, presentations, interactions, projects or oral tests etc.
- Teachers assign innovative projects to students to build and check their creative skills.
- Presentations are taken on the topics related to the syllabi or even on topics other than the main paper to develop the interest of students.

We can postulate that a continuous internal assessment system works throughout the session to evaluate the students on the basis of their daily performance and growth.

2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

Response:

The Grievance and Redressal Meeting was held thrice in an academic session to enquire from the students if there were any Grievances and for this they replied in the negative. It was also informed in the meeting to come out with suggestions and issues if any and at any time during the working hours.

Yardsticks of the college for *grievances*

- The college is a constituent college of Barkatullah University and therefore it follows the guidelines set by the University for the conduct of examinations. At the end of each semester, there is a final exam which is uniformly conducted for all the students of all the colleges.
- Internal Assessment forms a part of a continuous evaluation system conducted through Class Tests, Tutorials, Assignments, Projects and Presentations. All of these together constitute an integral part

of Internal Examination which is carried out in a well-planned and systematic manner.

- The institution has a well-defined system in place to deal with examination related grievances. The College displays the marks of internal examination on the notice boards of all the departments where each student can view her total assessment marks at the end of each semester and can report discrepancies, if any, within a specified time period. The college forwards grievances of the students to the university regarding to examination related grievance.
- There is departmental committee at the college level that looks into any discrepancies in Internal Assessment marks and takes requisite steps to ensure transparency and objectivity. If any error is detected in the final mark-sheet in spite of rigorous scrutiny, it is promptly reported to the University by the College. Hence the College employs a robust multi-tiered mechanism to ensure transparency and objectivity in dealing with grievances related to internal examinations.

Auspicious contribution of the college:

WhatsApp group:

In the beginning of each session after the admission process is over, each department is required to assign a teacher mentor to each student of first year. It is also required that the same mentor continues to be with the ward for whole span of education in the college.

- The college is very particular for adequate Mentor-Mentee ratio to enhance the success ratio of the students. Mentors conduct a meeting with their mentees once a month to discuss their problems and issues. These issues can be related to college infrastructure, academic, nonacademic or personal as well.

The mentors try their best to find solutions to any such issues arising in student's life and inform the college administration about the matter if needed .The college is dedicated to enshrine path of the students for over all development along with excellence in academics.

File Description	Document
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

The College functions with the motto of 'Rise with Education' for the girls' students of the college. The Institution facilitates holistic growth of the students by developing their:

- Intellect: The College supports acquisition of knowledge by students through emphasis on interactive and participative learning.
- Multi-disciplinary exposure by introducing Certificate and Add-on courses.

- Sense of social responsibility through NSS.
- Cultural awareness: National festivals like Independence day and Republic day are celebrated with great enthusiasm.
- Moral values: The College strives to offer 'Value based education' by inculcating values like truth, sincerity, hard work and generosity in every activity performed.
- Employable skills: Career guidance and personality development programs are offered by the College. Internships and industrial visits throw light on the practical demands of the job sector.
- Interpersonal skills: Academic, literary and c

The College offers a number of regular courses in Commerce and Management, Education and Art at undergraduate and postgraduate levels under the affiliation of Barkatullah University. The college uses different mechanisms and practices to communicate Program outcomes and Course outcomes to all stakeholders. The motivation for doing so is to provide the students and the teachers a clear and comprehensive idea of the courses so their learning objectives are accomplished. Defining the learning outcomes, much care is taken so that they describe the knowledge, skills and competencies that students are expected to acquire as a result of completing their program of study.

- The program outcome (PO), program specific outcome (PSO) and course outcome (CO) of all programs and courses are made available explicitly in the College website. Further, the syllabi of all of the programs are made available online (in the college website) and offline (in the departments).
- The College Prospectus provides the basic structures of all programs offered by the college.
- The outcomes are communicated to the faculty-members by the IQAC and the departmental heads. The faculties take active participation in formulation and review of the outcomes.
- The course outcome clearly reflects the knowledge and skills that the students will acquire by learning a course, and it defines the cognitive processes a course provides. 5. The framework of the Program Outcomes (PO) and Course Outcomes (CO) designed by the faculty are discussed in the academic meet in the department. Once approved and validated, it is submitted to the Academic Committee and finally uploaded on the website.
- The departments hold brainstorming sessions to design strategies so that outcomes are attained by the students.
- The program outcomes (PO), program specific outcomes (POS) and course outcomes (CO) are reviewed from time to time.

FThe Learning Outcomes-based Curriculum Framework is intended to suit the present day needs of the student in terms of securing their path towards higher studies or a terminal degree guiding students towards career choices.

FLearning outcomes form an integral part of college vision, mission and objectives. These are also prominently featured on college boards, college magazine and other publications brought during conferences and seminars. Informing the stakeholders, especially the parents, persuade students towards skill oriented and value based courses.

File Description	Document
Past link for Additional information	[View Document](#)

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

The college has an effervescent mechanism to take a note of the progress of the students and identify their specific learning needs to ensure that the stated objectives of the curriculum are achieved during the session.

o   Class tests and class presentations are arranged so that weaker areas of the students are identified and special measures are taken plan their unitized syllabi in each semester.

o   Students are assigned various topics for presentations, seminars and model making whereby they are assessed. Outcome of the efforts made by the institution is properly recorded by the college.

o   Staff meetings at department level are regularly held to review the progress of the students and to ensure the timely completion of the syllabus so that a clear way is paved towards optimum learning outcomes.

Every year, our students bring laurels to the institute by winning trophies in various competition and Youth Festival. The college offers various programs with clearly defined outcomes. The college has a systematic process of collecting and evaluating data on program and course outcomes and uses them to overcome the barriers to learning.

1.   The Institution has a well-defined mechanism, using online software to track and monitor the attainment levels for program outcome, course outcome and program specific outcome.

2.   Preparation of the learning outcomes is done across all the Programs and Courses. The set program outcomes, course outcomes, and program specific outcomes are collected for different courses.

3.   The IQAC and Departments heads regularly monitor the attainment level for every course. In case the attainment level of any course is below the thresh hold then additional measures such as remedial classes, tutorial classes, additional assignments etc are conducted.

4.   The evaluation of attainment of PO, PSO and CO is primarily made on the basis of the performances of the students in summative and formative assessments in the courses.

5.   Learning outcomes of the students are regularly monitored by the departments and appropriate remedial measures are taken for desired course outcomes.

The departments impart various activities to accomplish the objectives:

o   To familiarize the students with their personality traits by conducting various co-curricular activities to enable them in selection of jobs or for higher studies.

o   To enable the students to analyze the strengths and weakness of their personality.

o   To provide psychological support to cope up with the challenges of future life.

o   To provide suggestions and guidance for their personality improvement.

o   To conduct individual Counseling Session by the mentors.

The faculty members identify the students who need to overcome their psychological problems and achieve their goals successfully. These students are observed and supported by the mentors for the psychological counseling sessions conducted. They are encouraged to write articles in college magazine and assist in the preparation of news-letters for reverberation of experiential learning, Participative learning and problem solving methodology.

2.6.3 Average pass percentage of Students during last five years

Response: 90.88

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
198	189	173	126	195

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
200	193	200	157	215

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View Document</u>

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students (Data Template)	<u>View Document</u>

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of endowments / projects with details of grants	[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 11.76

3.1.2.1 **Number of teachers recognized as research guides**

Response: 2

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	2	2

File Description	Document
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The college has an enriching ecosystem that supports creativity and innovation by organizing numbers of curricular and co-curricular activities and skill-based teaching-learning schedule for sharing of knowledge along with grasping of latest technologies.

- Students have been involved in various interdisciplinary activities for over all development. These activities secured many awards and certificates for appreciation of their work at different level.
- Students, under the supervision of faculty, engage in various activities of academics and co-curricular. These activities club paper recycling, water harvesting, and composting to spread awareness about sustainability and ecological balance.
- Various skill-based activities are organized throughout the year to encourage students' social temperament and develop their innovative and entrepreneurial skills.
- Students also participate in innovative workshops like solar lamp making, paper bags for distribution and number of other creative activities.
- The NSS unit of the College in a continuing effort to promote a sustainable environment and activities of social work. The college also supports a robust academic environment and students used to secure their position in merit list of university.
- The college organizes educational interactive sessions, workshops and seminars with eminent speakers deliberating on recent research and knowledge.
- The college publishes bi-annual peer-reviewed multi disciplinary research journal Spectra to augment research and publication at national level. It also informs and encourages faculty to publish their research in journals of national and international repute.
- The college used to organize various programs on research methodology and intellectual property rights to promote a healthy and ethical research ecosystem.

The college encourages students not only to absorb current knowledge but also to be enterprising and try to create new knowledge, products and ideas. The activities undertaken by number of heads have created an ecosystem for innovations and other initiatives for the creation and transfer of knowledge.

1. The college enshrines the path of students for Entrepreneurship development and to accomplish the

purpose the college organizes various talks by new and established entrepreneurs including our alumni to acquaint the practical aspects of starting an enterprise and the problems and challenges they faced in their journey. The activity organized for that perspective support innovative ideas and helps the students getting access to funds for putting their ideas into practice.

2. The college also organized various online and offline workshops, seminars, student development programs, expert lectures and competitions to encourage and develop prowess for overall development and to be worthy citizens of the country.

3. It is also a noteworthy fact that many of our ex-students and alumani members have successfully launched their own start-ups. These budding and established alumni entrepreneurs are invited to come and interact with present students from time to time in order to motivate them to charter a bright carrier.

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 24

3.2.2.1 **Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
11	2	6	2	3

File Description	Document
List of workshops/seminars during last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 0

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 2

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.35

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	4	0	0	2

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.75

3.3.3.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	2	3	0

File Description	Document
List books and chapters edited volumes/ books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The college organizes extension activities in the neighborhood communities that sensitize students towards community issues, gender disparities and social inequity along with other relevant issues to inculcate social values and commitment to society.

- The college aims to develop the personality of students by organizing community services on regular basis and to make them sensitive and responsible human beings who are aware of the socio-economic realities of the country.
- The National Service Scheme (NSS) unit of the college is the most appropriate platform to execute welfare services for enhancement of sensitivity among students.
- Number of students of the college mainly **Bhavana Kulhare, Manisha Awajekar,Pragya dube, Tanya bairagi,Anjali Tomer** and **Mansi Somkunwar** attended N.S.S camp at district ,state and national level to shine name of the college.
- The college organizes various activities to emblazon awareness and sensitivity in the students and instill the desire to work for an equitable, safe, and just society for women through various approaches such as poster making, slogan writing, debates, workshops, seminars, expert lectures and panel discussions with eminent personalities and symposium on International Women's Day.
- The students of the college visit nearby slum area with the teachers to create awareness about issues of cleanliness, sanitation and disease control through fun activities.
- The college also organizes various socially relevant and personality development-oriented programs for its members through which the students get practical exposure to the day-to-day living of the underprivileged and the marginalized.
- Eco club anticipates promotion of the ethos of preservation and protection of our environment and to instill a feeling of responsibility for a better, greener, and cleaner environment through initiatives like plantation drives, competitions (online and Offline) and talks by eminent speakers.
- Each department conducts Seminars, Workshops, Talks, Donation Drives, Field trips and many other activities to sensitize students and most teachers work towards inculcating these values in their classroom teaching and as living examples.

The college provides an environment conducive for the holistic development of students. Extension activities not only instill a sense of communal responsibility, but also effectively sensitize young women of our college towards important social issues.

Some extension activities are:

Educational drive, Health awareness programs

Cleanliness drive,Environmental awareness drive

Traffic awareness rally ,Donation drive and Orphanage visit.

These outreach and extension activities have not only made students socially aware of several socioeconomic and cultural problems affecting the everyday lives of people; some of them have also further pursued humanitarian work in several fields.

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 82

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
28	23	13	16	2

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 117

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
34	32	14	23	14

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 83.62

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
334	391	494	354	389

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 89

3.5.1.1 **Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
28	27	15	16	3

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 47

3.5.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	9	8	8

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	[View Document](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	[View Document](#)
Any additional information	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

The college has constantly endeavored to provide quality education and ensure all round development of the students in order to create awareness, responsibility and nurture the girls' students as empowered women of tomorrow.

Aspects of Teaching-Learning

·   The Teaching Block has well-appointed and spacious classrooms, girls rooms, tutorial rooms, department rooms, curriculum lab, psychology lab, physical science resource room, Art and craft resource room, performing art resource room and Psychology lab along with neat and clean ambience.

·   There are two computer labs available for the e-resources students. These labs have adequate computer equipments, internet connectivity and projectors to support practical sessions.

·   The students often engage in simulation and mock exercises to get a better understanding of how the curricular aspects can be imparted.

Library facilities:

1.   The well-managed and spacious college library is there to support the students with INFLIB Net and N-LIST facilities.

2.   It is Wi-Fi enabled and has a seating capacity of 100 users at a time.

3.   There is a reading room adjacent with the library.

4.   The library has well maintained reference section, book bank and vast collection of textbooks.

5.   All the books are bar-coded and have issue and receiving slips. The library has SOUL 2.0 Library software.

6.   To ensure access to library documents and available facilities library orientation program is organized for students to make optimum use of library services.

7.   Reference service to the readers is available throughout the year.

8.   Efforts are made to display new arrivals in a separate cupboard and later on to their subsequent subject areas. Library books are issued to the readers for 15 days. References sources are well organized in

the reference area.

9.   Latest journals and magazines are displayed on the tables in the file covers and magazine cabinet and readers are instructed to follow library rules and regulations to render better library services.

10. Users have to make entry in the register while entering the library. Students who keep books beyond due date are fined.

11. Library committee reviews all these aspects to maintain decorum.

The Administrative Block:

The Administrative Block of the college consists :-

1.   Principal's Office.

2.   College Office.

3.   Visitors' room with ICT facilities.

4.   An open air auditorium is there to organize various academic and co-curricular activities.

Student support facilities

The college provides the latest infrastructure and facilities that contribute to the academic growth of students and faculty.

·   The college has a photocopy unit providing services to the students at subsidized rates.

·   The college offers short-term courses and add-on courses on various important aspects.

·   The college has a common staff room, a meeting room, and a computer room for faculty.

·   Each department has its own room provided with a desktop, a printer, and a department library.

·   The college is very particular to provide subject-specific content for students and teachers to enhance teaching learning experience.

File Description	Document
Paste link for additional information	[View Document](#)

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

The college is committed to offer resourceful infrastructure for holistic growth of students. Set in the backdrop of an extensive green cover, the college has an aesthetic landscape which is architecturally striking. The institution has a well maintained, user friendly and resilient infrastructure conducive to teaching-learning ambience and comprehensive development of students.

The College believes in the importance of imbibing our cultural values on the young minds. Along with academics and sports, cultural activities play an important role in the holistic development of students. The College has various committees promoting the rich cultural heritage of our country. The Cultural Committee coordinates several activities wherein there is an active participation by students. The committee encourages students to participate in cultural activities and competitions at inter-collegiate, intra-collegiate and university level. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

· A spacious open air auditorium, Common Room and Multi-Purpose Halls are available for the students to organize and participate in co-curricular, recreational and cultural activities.

· The open air auditorium is situated within the college building and it is equipped with state of the art infrastructure and apparatus.

· The open air auditorium provides an outdoor, vibrant space for various exhibitions and festivals.

· It has a seating capacity of 300 persons. The auditorium has excellent acoustics and has adequate sound system with speakers, amplifiers and mixing facility.

· There are two advanced mike system with two collar mike, six floor mikes three hands-free mikes and eight podiums.

· There is a provision of advanced inverter system for power back-up and the firefighting system is in place.

· The college also has a physical education resource center and yoga center for indoor games like carom and chess along with outdoor games like badminton and volley ball.

· Wall magazine is prepared by almost all departments where students contribute their articles, drawings and sketches, which in turn highlight their talents which also develop the aesthetic sensibility of the students.

· The roof of the college has the 40 KWh on-grid solar power plant which supplies green energy to the entire campus.

The college has an active space used for cultural activities like music, theatre in particular street plays, talks, poetry reading sessions and art and craft competitions. Institution facilitates the conduct of these activities for the benefit of students. Seminar halls, classrooms and other amenities as required by the co-curricular activities are made available by the respective faculty co-coordinator. The College also encourages students to take part in various cultural activities. The institution organizes various cultural

events like celebration of International Yoga Day, International Women's Day, Gandhi Jayanti, Republic Day, Independence Day and all the days of national importance..

File Description	Document
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 74.19

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 23

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 46.25

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
12.80122	3.56114	12.51219	0.4215	2.86227

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Library is a learning resource centre. It provides number of books journals reference books and net facilities. It enables students to gather information and update themselves to current world.

Thus library is said to be a pool of knowledge .the library is equipped with computers and photocopy machine. Are integrated library management system (ilms) is an automated package of library service that has several functions .It offers opac services like - cataloguing , searching, member/patron management , acquisitions and circulation(issue, returns and reserves) .The library is equipped with computers and photocopy machine. Are integrated library management system (ilms) is an automated package of library service that has several functions .it offers opac services like - cataloguing , searching, member/patron management , acquisitions and circulation there are two sections in library one is reading room with course books and another room is only for reference books. Faculty members and students both are permitted to use this area. In the library computer with printer is also available. Students and faculty members can use it for academic purposes. According to need college updates it facilities including wi-fi (fiber optics)cables are used for wi-fi connections as it provides fast and uninterrupted internet inside and out side the library .

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**
6. **Remote access to e-resources**

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.84

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.33824	0.65840	1.26767	0.3822	1.56873

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year

Response: 4.61

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 20

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college ensures an extensive use of ICT resources by providing adequate access to computers and internet to its students and faculty. The college has ample additional digital facilities.

·   The college website is maintained and upgraded through competent faculty members of the college.

·   The college is the epitome of excellence by organizing number of workshops and seminars on use of ICT to update the faculty and students.

·   These workshops are held in ICT enabled seminar hall and through online mode. Teaching materials prepared by the faculty members are shared with the students through Whats App groups.

· Three internets broadband connections are available to enshrine advanced technical amalgamation in the college.

· There are total 56 desktops and one laptop in the college along with two computer laboratories equipped with desktops having the latest configuration systems as per requirements of the course curriculum.

· The computer labs and almost all the classrooms are Wi-Fi enabled for enhancement of teaching –learning among students.

· College has Wi-Fi enabled advanced computer labs where students and teachers search study material, download images, videos and audio to facilitate teaching-learning process.

· Students also prepare presentations by using graphical representations and diagrams.

· Students develop Audio visual aids like charts, Models and PowerPoint slides to develop and deliver their presentations in the classroom.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 7:1

File Description	Document
Upload any additional information	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 136.2

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
12.9084458	17.1896393	20.4020154	37.6480253	25.2579399

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The college has policies and procedures for maintenance and utilization of infrastructure and facilities. The maintenance officer is responsible for general maintenance of classrooms and the auditorium while ICT facilities are maintained by faculty of computer.

·   In case of malfunctioning projector and any other equipment the authorized committees take care of the repair.

·   Instructions are displayed outside the classrooms to maintain silence in the corridors and to avoid loitering.

·   Electrical equipments are switched off after use and classrooms and labs are locked in the evening.

·   Students are oriented to take care of the college property.

·   Computers are password protected and are to be used only for academic purposes. Computers are shut down properly after use.

·   Desktops and ACs are maintained and upgraded regularly with prompt approach. Teachers-in charge, conveners of the committee and office administration give the requirement for furniture to the purchase committee and after approval from principal madam and management committee the process of purchase is accomplished. Maintenance of the same is done annually.

·   The library is marked as "Silence Zone".

·   Shelves are provided outside the library for keeping personal belongings and bags. Library hours are fixed for all the members and books are issued on the basis of valid library cards for definite time period.

·   Books and journals in the library are properly catalogued. Policies entail payment of fine in case of loss, damage, misuse of books and membership cards, and for late return.

·   Budget is allocated to every department and books are purchased as per departmental requirements.

"Write off" of old editions and damaged books are occasionally done. · All laboratories are maintained by the laboratory staff. Daily cleaning and dusting of all equipment are done very punctually.

·   The purchase of consumable and non-consumable items in the laboratories and resource rooms are recommended after the requirements from departmental purchase committees and the teachers-in-charge.

·   Stock registers for purchases and utilization of consumables are maintained.

·   Safety measures and important instructions pertaining to the use of equipment inside the laboratories and resource rooms are displayed.

·   Fire extinguishers are placed on every floor of the college building for emergency. Physical verification of all the departments, library, resource rooms and computer laboratories are done at the end of each session by a committee appointed by the Principal.

·   The Eco club of the college is in charge of maintenance of garden and organization of plantation drives inside and outside of the college.

·   The college has variety of green plants along with number of medicinal plants. Maintenance of the garden includes weeding, watering, managing, grass cutting, pruning, landscaping and beautification of the plants of the college.

·   These plants are used for various academic and medicinal purposes also.

·   Sports ground is also maintained by maintenance officer through continuous monitoring.

·   Security guards are also present at the sports ground entrance.

·   The volleyball and basketball nets are checked regularly for any damage or repair. Sports equipments are purchased and upgraded as per requirement.

·   Students use the sports ground for the purpose of revitalizing their mind and intellect under the guidance of concerning faculty.

·   Students utilize the sport kits and equipment for practice and games from the Physical Education resource room.

Support Facilities:

·   The college is a completely no-smoking zone. "No-Smoking" signs are displayed at the entrance of the campus.

·   Cleanliness and sanitation of the entire premises is maintained by maintenance staff through sanitation staff.

·   Dustbins are placed at various places to avoid littering and the agency cleans the premises twice a day to maintain hygiene and cleanliness.

·   Sanitizers are installed at strategic locations in the premises.

·   There are sanitary pads vending machine is installed for the convenience of the students of the college.

·   The college canteen caters hygienic food items to staff and students.

·   The food menu and the rate are decided by the Canteen Committee of the college. Adherence to norms for cleanliness, quality and hygiene of food is monitored by the Canteen Committee.

·   There are two photocopy machines in the college for the sake of students.

·   Codes of conduct are also displayed on the website.

To instill adherence to policies for safeguarding college property and for maintaining discipline in the college campus, details of members of the Students' Grievance Committee, Student Advisory Committee, sexual harassment committee and Anti-ragging Committee are displayed in the college. The college is very particular for maintaining of the premises.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 16.65

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
31	82	79	95	106

File Description	Document
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 5.11

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
26	27	23	30	12

File Description	Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.**Soft skills**
    2.**Language and communication skills**
    3.**Life skills (Yoga, physical fitness, health and hygiene)**
    4.**ICT/computing skills**

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 76.05

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
187	482	414	387	327

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

    1.**Implementation of guidelines of statutory/regulatory bodies**
    2.**Organisation wide awareness and undertakings on policies with zero tolerance**
    3.**Mechanisms for submission of online/offline students' grievances**
    4.**Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 8.13

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
23	15	12	15	13

File Description	Document
Upload any additional information	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 72

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 144

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education (Data Template)	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 0

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations*, etc.*)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 16

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	6	5	3	1

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Response:

The Student Council is the representative body of students in the College. It consists of academic toppers from all classes. The general constitution of the Student Council imbibes:-

· President

· Vice-President

· secretary and

· Class representatives.

IQAC cell and different committees of the college also has students' representation. The Student Council plans and organizes different activities of the college related to Performing Arts, Fine Arts and Literary Arts. The Student Council also organizes Independence Day, Republic Day and Teachers Day celebrations. Noble values like patriotism, equality and respect to the teachers are nourished through these programs.

· The NSS unit is active in organizing various activities under the guidance of code and conduct of Barkatullah University.

· A seven-day annual residential camp is held every year where students get practical exposure to community development projects.

· The NSS unit also carries out activities like Blood Donation camps, Tree plantation, cleanliness campaigns and traffic safety awareness programs. Students get an opportunity to learn and understand the importance of being rooted in their cultures through these activities.

· Activities showcasing art and culture of the region are organized.

· The students also contribute to Placement and Alumni Committees by actively helping in organizing their activities.

· The college organizes gender equality programs to sensitize students on gender issues. Students contribute their literary gems and edit our annual College magazine **Twisha**: **the brightness**.

·   They also prepare newsletters of their respective departments.

·   The students also help during the admission process in the College by acting as student volunteers and their praise worthy opinions for the college venerated the college as a center of excellence.

·   The College organizes annual conferences and seminars where the students assist in administrative tasks and contribute to their success.

·   Thus students are encouraged to actively participate in various academic, co-curricular and extracurricular activities.

·   The objective is to foster holistic and all round development of the students of the college.

1.   The student council members also help in organizing Freshers' and Welcome Party, Teacher's Day, Annual function and Farewell to the Final year students along with other students of the college.

2.   The College focuses on educating young women and training them in responsibility and accountability, enabling them to take their positions in a competitive world.

3.   Students of the college are encouraged to participate in activities beyond their academic curricula so they become confident and well balanced individuals.

4.   There are several academic and other societies that cater to a range of interests encouraging the students to hone their unique talents and managerial skills.

5.   The college associates with several organizations to enshrine them on the path of success with extra ordinary prowess.

The college always encourages the students to pursue on the path of excellence to enshrine better future of the country.

File Description	Document
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 12.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
7	15	17	16	8

File Description	Document
Upload any additional information	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Anandita Alumni society is one of the strong inspirations for the students of Anand vihar college for women. The Alumni have always been contributing to the College in terms of Intellectual resources. Various academic and co-curricular activities are carried out in the college through the Alumni Association for the benefit of the present day Students and for the growth of the Institution.

- The Alumni members play vital role in the organization, by enacting a role as a mentor for their fellow students. Expert advice is derived from them. This helps in the execution of the latest curriculum on the basis of the demands of the job sector.
- The Alumni present guest talks on latest technology and also share their experiences in life, which helps the Students.
- The Alumni has been the biggest support and encouragement for the students.
- The Alumni society **Anandita – Old Students Association** is a non-profit making registered Society, under the Madhya Pradesh Societies Registration Act 1973, bearing the Registration No: 01/01/01/38220/21.
- The Association is dedicated to bring together the alumni committee on a common platform to build a channel of personal and professional support to all the members and junior students.
- The Mission of **Anandita** is to provide a vibrant, global network and forum that connects and engages the alumni with their Alma Mater.
- The family of Anand Vihar College for women is proud privileged to have students who are achievers in every field, along with the values imparted by the college for significant contribution to society.
- In order to foster a warm relationship, the College maintains regular contact with the alumni and former faculty through various email groups and social networking sites such as Face book.
- The Alumni is very active in promoting, mentoring and guiding the current students of the College.
- It has been working extensively in connecting the alumni with its Alma Mater through motivational talks, workshops by well placed Alumni at various levels. Our former faculty and alumni have been keenly involved in all major college functions such as the annual function of the college.
- **Anandita** is an effervescently constituted team with a lot of enthusiasm, motivation and dedication to promote the Society under the expert guidance of the core team.

The objectives of the Alumni Association are:

- To plan and organize successful reunions.
- Involve alumni in student development through participation in ongoing academic activities including expert lectures, workshops and conferences.
- Champion all relevant fundraising activities to the development of the college.
- To promote best practices in different areas of social life for the benefit of society.
- **Anandita** envisions a transformative and empowering role for the students in today's digitalized world.

Post holders of ANANDITA

S.NO	Name of the post holders	Post
1.	Mrs. Asma Quereshi	President
2.	Ms. Vaishali Vyas	Vice-President
3.	Mrs. Smriti Raheja	Secretary
4.	Mrs. Sangeeta Choudhary	Treasurer

File Description	Document
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Anand vihar college for women is a premier women's Institute with a motto of imparting excellent education in a safe, secure and serene atmosphere. The college is dedicated to nurture the girls' aspirants equipped with latest skills to meet challenges of modern world along with to equip the prospective teachers with theoretical inputs and practical skills in pedagogy for effective Teaching and Learning Process.

· The institution's Vision and Mission reflect the distinctive characteristics of the institution.

· The Vision and Mission of the college are reviewed and redefined in view of changing national and global trends in education.

· The institute stated vision and mission that are displayed at the entrance of the college for information of students and teachers.

· Goals are set to attain the objectives enshrined in national policy for higher education.

· The institution strives to stand true to the aspirations of the college for the cause of women education.

· The institution is governed by the society of learned women who works pennilessly and holds the spirit of inclusiveness and empowering those women who are at the margins of our society.

· The College caters to the educational, social, cultural and economic needs of the society. All these characteristics are reflected in its policies.

· High quality educational programs and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the values and principles of inclusion, responsibility and social accountability.

· The Governing Body and the Principal together work towards the designing and implementation of the institutional quality policy.

· The various administrative and academic departments of the College are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council and Purchase Committee etc. having well-defined roles and principles keeping in pace with the vision and mission of the College.

· The Principal forms the committees under the convener-ship of senior teachers with members from teaching staff, non-teaching staff and students for overall management of the various operations of the college.

·   The Principal is ably supported by the teaching staff that helps in executing the strategic and perspective plans through their department members.

·   The College strives to address the needs of the society through innovative actions, plans and policies.

·   The teacher makes efforts to motivate students for their overall development through various skill-based and talent-enhancing activities so that they can contribute to society as responsible citizens.

·   The management mobilizes funds for enhancement of infrastructure, laboratory, and library along with office equipments apart from creating environment friendly campus.

·   The college emblazons moral regeneration to all the students and empower them with Life skills and Employability Skills along with inculcation of values and love for culture, society and nation.

The concern and commitment of the Principal and the Governing Body towards the goals of higher education is evident through their continuing efforts of mobilizing resources and introducing job-oriented courses.

File Description	Document
Paste link for additional information	View Document

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

Anand vihar college for women is governed by the society of learned women who works pennilessly and holds the spirit of inclusiveness and empowering those women who are at the margins of our society. The managing trust is working for the noble cause of education. No member is getting any salary or honorarium.

1.   The practice of decentralization and participatory management is reflected in all the activities of the College through a strong and efficient Organogram .The practice of decentralization emblazons in its true sense in all the three important pillars of the institution -

1-Academics

2-Administration

3-Extra-curricular activities

2.   All the major associates of the College including Management, The Governing Body, The Principal, Teaching and Non-Teaching Staff, Students and Alumni work in a democratic way of governance

following the tacit rules of accountability in execution of their duties and responsibilities.

3.   Management ensures that all the infrastructural needs are fulfilled. Management provides scholarships to students who are good in studies, and other activities. Head of the institution makes it sure that valid information is being available to management for reviewing the activities of institution.

4.   The various models are used for the conveying of progress to the authorities. The annual report of various activities of the college is prepared every year and is being presented to management.

5.   Principal holds meetings with teaching and non - teaching staff regularly and frequently. College magazine is also a good source of elaborated information on college activities, professional growth of faculty, new additions etc. for the management.

The management and head of the institution ensure that the responsibilities are defined and communicated to the staff of the institution in the following way:

·   The Principal acts as the coordinating link between the management and the staff. She conveys the decisions of the management to the staff. Regular circulars issued by the management and Principal help in communicating with the staff.

·   Before inception of new academic session staff meeting is held in which academic calendar, various responsibilities of the staff, new practices and various duties are defined and communicated to staff.

·   The meetings of governing body and staff meetings are regularly held and the records of the meetings are kept updated.

·   The IQAC discusses constructive suggestions of staff for desirable changes in the next academic session.

·   The strengths and weaknesses, major outcomes of the previous academic session are also discussed in regular meetings.

·   The feedback from the students is also discussed to accomplish action taken process in meeting.

·   Informal interaction between staff and Principal helps in sorting out day to day problems. In this way responsibilities are defined and communicated to the staff of the institution.

It is a great responsibility to achieve the mission and goals to fulfill the vision. On the way to realize the vision and mission the barriers are identified through sources like Guidance cell, orientation session, classroom interaction, general observations, behavior in computer lab., class tests, feedback mechanism, suggestion box, tutorial groups.

File Description	Document
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality, policies and strategies. It is effectively deployed to focus on bringing quality improvements in the areas of:

1. Curricular Planning and Implementation

2. Teaching- Learning Processes

3. Research, Collaboration and Extension

4. Academic infrastructural facilities

5. Student Support Activities and Student Progression

6. Internal Quality Assurance System

7. Institutional Values and Best Practices

8. Governance, Leadership and Management.

Institutional Perspective and Strategic Plan has been successfully implemented is that of **Teaching, Learning and development of the students.**

·   The Institution has a faculty appraisal methodology that comprises, a self assessment based on the work load, quality of work, qualifications, pass percentage of the classes the incumbent has taught, research publications etc. There is a Performance appraisal system for non- teaching staff.

·   The College is cosmopolitan, in the sense; there is a mix of cultures among the students because entry to the College is based purely on merit.

·   Right from offering admission to students, to appointment of Principal and faculty members to sanctioning scholarships and supporting in placements, the College does not make any caste based rules.

·   The College adopts a multi-stakeholders approach in its enthusiastic journey towards achieving its vision and mission.

·   The College and N.S.S. unit of the college organizes seminars for rural women of surrounding villages to spread the message against social evils like female feticide, drug addiction, domestic violence, illiteracy etc. Rural women are also invited to attend the extension lectures on health particularly reproductive health of women during NSS camps organized by the college.

·   Teachers teach the students with full responsibility and interest. Teachers put their full energy to develop and polish the skill of teaching in students. It helps the students to get a good job in schools and industrial sector.

·   They become able to be economically independent and to serve the society. The students are also provided with different resources like rich library, well equipped computer lab with internet facility.

·   Extension lectures by experts are also organized which are related to our mission and helps us to realize our goals.

·   The students are given maximum opportunity to participate in different activities of Youth Festival of Barkatullah University.

·   In our institute different type of competitions like Literary, Dramatics, Fine Arts, Information Technology and Sports competitions are organized annually by respective committees of the college.

·   Each student is encouraged to participate in these competitions to explore the talent within.

·   The college celebrates important days like International Women's Day, World Environmental Day, World AIDS Day, Teachers' day along with birth anniversary of great leaders to generate awareness among students.

·   The National festivals like Independence Day and Republic Day are also celebrated with full enthusiasm.

The college also organizes and participates in Intercollegiate Competitions like Quiz, Slogan Writing, Poster making and numbers of other activities.

File Description	Document
Paste link for additional information	[View Document](#)

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

Response:

The Organizational Structure of the College consists of the Management, Governing body, the Principal, the teaching staff, the non-teaching staff and the students.

1.   The Management of the College is the highest decision-making body which is in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution. This is followed by the Governing Body of the College which meets at least thrice a year to discuss issues relating to finance, infrastructure, faculty recruitment and the matters related to the overall development of College.

2.   The Principal is assisted by the teaching, non-teaching and supporting staff to oversee the smooth

functioning of different activities of the college .Principal held the meetings with teaching, non-teaching and supporting staff on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.

3.   Staff Council meetings are held at least twice every semester for the effective planning and implementation of programs like teaching, learning, academic administration, curricular and extracurricular activities. The College also has Internal Quality Assurance Cell (IQAC) which works towards realization of the goals of quality enhancement and sustenance.

Under mentioned committees perform following activities:-

U.G.C Committee: The Principal invites the committee to have advice for taking important decisions like improving facilities in the college, infrastructure, for discussing problems of students especially physically disabled students, arrangement for celebrating various functions and activities in the college, implementation of new practices, feedback system and any issues or problems which arise.

Departmental committees: Departmental committees regularize attendance of all the students. Learned personalities and visionaries in educations are contacted and invited for seminars and the workshops.

Research Committee: Research committee encourages faculty members to publish papers. The committee also works for arranging seminars and workshops on research in education for widening the research knowledge and mental horizon of the faculty.

Cultural Committee: The committee makes sure the participation of students in inter college competitions .The committee also organizes inter college competitions in the college.

Media Committee: The members of the committee invite the reporters of leading newspapers when some important activity is organized in the college. The committees also prepare the news and send it to the newspapers.

NSS Committee: NSS Committee serves its immediate community services by holding free plantation program in the nearly villages and holding campaigns and spreading awareness about environment, the women folk of the surrounding villages is made aware about the general health, reproductive health and nutritious food.

Magazine Committee: The magazine committee is responsible for selecting literary gems of the students for the college magazine.

Staff council Committee: The committee plans and conduct different activities round the year.

Guidance and Counseling Cell: The members of guidance cell provide counseling services to students. The students are free to discuss their academic and personal problems with the teachers of guidance cell.

Placement Cell: The placement cell helps the students in getting prepared for the interviews to get a job. The cell gives orientation to the students for competitive examinations.

File Description	Document
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The institution has effective welfare measures for teaching and non- teaching staff:-

Timely disbursement of salary is an important point of satisfaction for teaching and non teaching staff.

Leave Benefits (As per University rules)

13 days of casual leave are provided to both teaching and non-teaching staff. 10 medical leave can be availed by the permanent teaching staff on the basis of medical certificate. 12 academic leave are provided to attend various Orientation, Refresher, Seminar, workshops and Training Programs as per the Government rules.

All the faculty members provided with financial support to attend and presented papers in conferences and workshops.

Non-teaching staff is also given duty leave. Female teaching and non-teaching staff can avail a Maternity Leave of 90 days as per Government rules. Male teaching and non-teaching staff can avail Paternity Leave of 15 days. Study leave up to one month is provided to both teaching and non-teaching staff.

Retirement Benefits (As per the University Rules) GPF (General Provident Fund) which allows Pension to employees after superannuation.

Gratuity NPS (National Pension Scheme for employees who joined services after 01.01.2004) Loan Benefits Both the teaching and non-teaching staff can avail Loan facilities as per Government rules.

Quick Provident Fund Loan Facility – 100% of those who applied have availed the benefit.

Faculty Development Program: Faculty Enhancement programs for skill up-gradation and training are organized for both teaching and non-teaching staff.

Computer Training Courses: Computer Training Courses are provided for teachers to help them hone their e-skills and the nonteaching staff is sent to attend computer training courses.

Support Facilities Canteen, Grievance Redressal cell,Parking facilities for both teaching and non-teaching staff.

Clean drinking water facilities. Facilities such as lifts and ramps and other facilities for differently able students.

ICT Facilities: The College is fully Wi-Fi enabled. Two full-fledged Computer labs and a Psychology lab for research work for both students and faculty.

Research Facilities:-Staff members get the facilities for their research work like access to internet in computer lab, high level research material (INFLIB Net ,surveys, journals, online consultation of research material) and literature books by authors of national and international repute)

Extension lectures on Research Methodology:-Extension lectures are organized on research methodology especially on the latest issues, methods and ethics are organized.

The faculty members who have been imparted their best in any academic or extracurricular activity and achieved high are honored by mentioning in annual report that is presented by Principal madam on the occasion of annual function.

The college has well furnished staffroom, Canteen facility, drinking water facility in the staffroom and air cooler. Staff is provided with small cupboards and separate washrooms.

For efficient management of curricular and co-curricular activities, separate committees of staff are formed where the staff members have freedom to take decisions for the execution of college activities.

Class IV employees of the college are given uniforms and sweaters and jackets every year along with

advance money as and when required is provided.

File Description	Document
Paste link for additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 7

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	7	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 8.6

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
23	11	5	1	3

File Description	Document
Upload any additional information	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 56.78

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
17	18	17	2	2

File Description	Document
Upload any additional information	[View Document](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Performance appraisal system of the staff includes the following mechanisms:

• Students' feedback

• Parents and alumni feedback

• Self-appraisal report

The college is putting tireless efforts to maintain Performance Appraisal System for teaching and non-teaching staff. The institution right from its inception has maintained a transparent and democratic system of Performance Appraisal. A proper constitution has been developed by the founders. The managing trust

is working for the noble cause of education. No trust member is getting any salary or honorarium. Performance of teachers is assessed by the Principal and Managing Trust of the college through annual confidential report.

Teaching faculties 'Appraisal

Self appraisal Performa is filled by the teachers and assessed by the Principal. The feedback is sought from the students on feedback performa for teacher's feedback forms.

- Teachers ensure that the students of the department fill the feedback questionnaire.
- The questionnaire is structured to elicit responses for parameters like communication skills, subject knowledge, discipline, work-ethics, and curriculum to provide effective mentoring along with career guidance to students and grade the teacher's ability in creating an interactive, discussion-oriented and democratic classroom.
- These forms are then evaluated and analyses all the reports and meets with teachers with constructive feedback and corrective measures.
- Teaching competencies of teachers are assessed by students' performance in university examinations and inter collegiate competitions.
- A suggestion box is provided. Principal can assess the performance of the teacher by observing his management skills in performing different duties and in fulfilling the responsibilities allocated to them by the Principal.
- The College requires that the teachers furnish a self-evaluation form every year provided by College office. This provides an insight into one's own assessment of effectiveness of the teaching style and its impact on the students.
- It highlights how the teacher handles different situations that affect the learning progress of the students. It also makes known the involvement of the teacher in both academic and administrative activities. Through this form teachers can showcase continuous professional development (paper presentations, publications, seminars and conferences attended) etc.
- Departments collate the data for appraisal of teaching-learning activities of teachers in the form of departmental reports which are then forwarded to the Principal.
- The IQAC of the college assesses the report submitted by the faculty and department and does an academic audit which is then shared with the departments.
- The performance appraisal is also used for Career Advancement of the teachers who are updated about their performance at each level. If there is a scope for improvement on the part of the teacher, they are advised to upgrade themselves. The whole system is carried out in confidential manner.

Non-Teaching Appraisal The College follows the performance appraisal procedures as per UGC norms. Each employee fills and submits the Annual Performance Appraisal Report. A constructive feedback is given to the employee so that they can further enhance their performance level and efficiency.

File Description	Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College has an extensive account audit process. A well-defined mechanism is in force for financial audit to have discipline and transparency in financial management of the institution. The accounts of the institution are subject to both internal and external audit of all financial activities The College conducts internal and external financial audits annually. The institution has a finance section in its administrative setup which maintains and audits the financial statements regularly. All the expenses made by the institute are audited by internal and external audit. The institute has specialized team under vigilance of principal who conducts the internal audit regularly. The internal audit is supervised by the principal and submitted to the certified Chartered Accountant. The college accounts department prepares an annual budget estimate in consultation with the Principal and the Principal in cohesion with Management Committee and Governing body. For major expenses, approval from Management Committee has to be taken.

FYardsticks of internal audit

- Internal audit is a continuous process which ensues after each and every financial transaction.
- In the initial stage, the office in-charge scrutinizes and verifies the financial data.
- This is again scrutinized by the Principal for clarity, authenticity, transparency and financial accuracy.
- The Institution is liberal, yet follows the strategy of restraint as far as the expenditure is concerned.
- Proper procedure for purchases is adopted. Quotations are called for and prices are compared.
- The Institution has formed a Purchase Committee for the purpose.
- The college periodically observes and inspects all the files pertaining to the financial matters of all the receipts and payments in the college.
- They, in turn, submit the audit report to the college authorities. Corrections are effected on the basis of the audit report and clarifications called by them are submitted as an audit reply.

The external Certified Charted Accountant audits the financial statements and submits to the institution the audited financial statements with audit reports in every financial year regularly. The audit reports are prepared annually. After a study of the report, the Governing Body instructs the concerned section to rectify the errors, if any, to set right the audit objections. The objections mentioned in the report are communicated to the concerned sections for immediate rectifications.

FYardsticks of External audit

- The external audit takes place annually after the completion of every financial year.

- The Chartered Accountant, who works as an auditor is appointed by the College.
- The program goes on for 8 to 15 days during the month of March. The bills and vouchers of the revenue expenditure are checked.
- The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified.
- . Statutory external audit and assessment of Income-Expenditure and Receipt-Payment is also accomplished.
- The audit objections or compliance, if any, is handled by the Accounts Department

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college follows the strategies for mobilization of funds and optimal utilization of resources, since the resources are useful for any institution to develop and promote the academic ambience in the campus.

- The college gets the financial assistance from the fees of the students. Fees received from students are used for development of the college,
- Salary of the staff is disbursed to their bank accounts directly with deduction of EPF for maintaining the transparency.
- Physical and Academic facilities are augmented for students.
- Library services and Sports services are strengthened.
- IT infrastructure is increased.
- Capacious number of workshops and seminars are organized.
- National and International Conferences are organized.
- Guest lectures are organized for students.

- The Purchase Committee decides the policy and procedure for purchasing any item.
- Each item is purchased by comparing a minimum of three quotations received from different vendors.
- All purchases are done through a tender system.
- Each and every transaction is supported by the vouchers.
- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques.
- Only authorized persons by management can operate the transaction through the bank.
- The accounts are done by electronically so all the entries can be monitored by authorities.
- For each and every financial transaction proper permission is taken from the Principal of the College.

- The audited statements of income and expenditure are prepared by the auditors in the form of Utilization Certificate.
- The college accounts department prepares an annual budget estimate in consultation with the Principal before inception of the financial year.
- The Management Committee takes decision for expenditure on infrastructure.
- In order to meet expenses for construction, repair and renovation of the college building and premises, the college has no other resources than students' fee.
- Students' fee structure cannot be moderated due to un-avoided hazards like covid pandemics.

- The institute utilizes its resources in its optimal format.
- The college embark fund for various head and the best alternative is opted.

If additional expenses surpass the budget proposals, the governing body takes special measures.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal quality assurance cell is an integral part of the Institution. We as an Institution firmly believe in imparting quality education to all our students by introducing not only continuous innovations on the syllabus offered to them but also initiating the modern teaching learning techniques.

- The major role of IQAC is to set quality standards for various activities in the institution. It helps not only in motivating faculty members to organize various workshops, seminars, FDPS but also help them in associating with research work.
- Quality plans of the institution are monitored and controlled on a regular basis by the IQAC.

- The IQAC of the college consistently strives to institutionalize quality assurance strategies and processes at every level of functioning of the Institute in keeping with the mission of constant innovation and improvement in existing structures, introduced certain innovative practices in the college.
- IQAC of the college includes members from management, Administration, Faculty members, and alumni.
- The main objective of the cell is to develop a system for conscious, consistent and catalytic improvement in the performance of the institution.

The principal objectives of IQAC are as follows:

- Continuous improvement in the entire operations of the institution.
- Proper communication among stakeholders' i. e. students, parents, teachers and staff members to improve teaching learning as well as improvement in overall quality of education delivered to the society.
- IQAC committee is supported by other college committees.
- IQAC finalizes the plan for next session and evaluates the performance based on SWOC analysis during current session.

The functions of the IQAC of the college are as follows-

1. Improving Teachers' Quality:

I. In order to improve teacher quality the IQAC of the college has been motivating the teachers to attend seminars, workshops and conferences.

II. Workshops are being conducted by IQAC.

III. IQAC coordinates Library committee, Research Committee and all the other committees encouraging the faculty to use ICT and e-resources.

IV. Students are encouraged to attend Short term certificate and add-on courses .

V. Students are motivated to enroll for Online learning platforms like SWAYAM and MOOCS.

VI. Teachers are encouraged to participate in Syllabus Revision Workshops.

VII. Feedback Mechanism is prepared by the IQAC of the college for conducting student feedback on teaching learning.

VIII. In order to promote Inclusive Culture, Administrative and supporting staff needs are addressed by organizing various programs.

XI. IQAC is continuously engaged in imparting and sharing ideas by organizing workshops for Quality enhancement, FDP on Research Methodology and interpreting and implementing revised NAAC guidelines.

XII. Teachers' Diary and Teaching plan is being maintained to monitor the lecture delivery system.

XIII. Seminars and workshops on Intellectual Property Rights.

XIV. To document the steps taken and process implemented, leading to quality enhancement and to act as a nodal agency to coordinate quality related activities in the campus.

XV. To maintain institutional data base and to prepare annual quality assurance report academic year.

The IQAC of the college effervescently impart its best to create a student-centric teaching environment for imparting quality education and to solicit, format and implement feedback suggestions from different stake holders on quality related affairs.

File Description	Document
Paste link for additional information	[View Document](#)

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

IQAC being the central body within the College monitors and reviews the teaching-learning process regularly. The IQAC plays an important role for monitoring the internal quality of the institution. Student Council meetings are held regularly to address the student related issues and organizing extracurricular activities through various Cultural Societies. Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular purposes. Each committee consists of the Convener and its members.

The IQAC ensures that the college maintains a consistently good academic record. IQAC worked continuously in imparting the Curriculum, Teaching, Learning Methodology and Evaluation Reforms by bringing the quality management system in all aspects of the academic activities.

The two examples of teaching learning reforms introduced by IQAC are:

1-Structured feedback and Review of learning outcomes.

2-Enhancing Institutional Collaborative activities

F**Reform-1:Structured feedback and Review of learning outcomes**

Feedback is regularly taken to facilitate the teaching-learning process. The IQAC designed a structured feedback form on teacher's performance, curriculum and infrastructure. Based on these feedbacks various innovative activities and reforms were introduced.

The IQAC is an advisory body and it offers suggestions for development of intellectual property, language skill, the teaching learning process and infrastructure along with many other fields related to the college. For proper improvement of academic standards and learning outcomes ,the IQAC monitors teaching and student performance.

- Feedback is a vital part of the teaching-learning process. The analysis of the effectiveness of teaching learning is made through the stakeholder's feedback mechanism.
- IQAC has developed well-structured feedback systems. It prepares various feedback forms and collects structured feedback on design and review of syllabus and student feedback on teachers.
- Principal, with the help of the IQAC members analyzes the feedback, discusses in the departmental meetings and prepares a consolidated report for further improvement and implementation.
- The collection and analysis of feedback from different stakeholder assist the institution to understand the need of students.
- Feedbacks regarding the teaching learning process help to identify the teaching pattern suitable for different types of learners available in the institution.
- Analysis of feedback emblazons added aspects in the teaching process help the slow learners to learn better and the advanced learners to grasp the subtle nuances of the matter taught.
- Learning outcomes are reviewed by IQAC in all the departments, based on the students' performance in tests conducted for continuous internal assessment along with responses in the classes and performance in the final or end semester examinations.
- The IQAC ensures regular attendance of students and teachers round the year for excellence in learning outcomes.
- The IQAC ensures that students' grasp over all areas of curriculum through periodical assessments along with experiential learning.
- Departments are encouraged to conduct tutorials, expert lectures and special classes regularly to address the specific needs of students.
- Provision of free access to add on and certificate courses for students to upgrade their skills during the lockdown period was initiated and succeeded in getting fruitful results.
- Provision for conducting remedial classes for slow learner
- Provision of Hardware and Software facilities to conduct the class work   for 2020-21 academic years through online mode was initiated.

F**Reform-2:Enhancing Institutional Collaboration**

IQAC has taken initiatives to organize capacious collaborative activities of the institutions with other ones. The IQAC regulates the arrangements for organizing seminars, workshops and expert lectures by individual departments and at college level to upgrade the knowledge base of the students.

IQAC worked continuously to amalgamate the Curriculum, Teaching, Learning Methodology and Evaluation Reforms by bringing the quality management system in all aspects of the academic activities and through curriculum review advisory committee (CRAC).

IQAC effectively implemented SOP (Standard Operating Procedure) for teaching through ICT platform both online and face to face Classroom as instrumented by M.P. higher education.

- The teachers are encouraged to participate in Refresher Courses, FDPs Seminars and Workshops for the up-gradation of knowledge.
- The IQAC regulates the processing of career advancement scheme of the teachers. All teachers are encouraged to take part actively in research work
- Memorandums of Understanding (MOUs) have been signed with several undergraduate colleges and universities. These allow exchange of faculties for delivering lectures to students at both undergraduate and postgraduate levels.
- To emblazon online professional development training for non teaching staff
- Consistent preparation of NAAC reaccreditation process was performed by IQAC through team work with collaboration of other institute.
- The college has continuous collaboration with alumni association ANANDITA and Alumni contributed their experience for the future of students through alumni workshop and alumni talk.
- Cohesive collaboration with Industry and Educational institutes for online professional development training for students and non teaching staff.
- Professional institutes rub shoulders with the college to update its IT facility and up gradation of internet speed for smooth functioning of the system..
- IQAC encourage faculty members and Students to participate in various Conferences and Seminars, Cultural Activities, Extracurricular Activities organized by collaborative institutions.
- IQAC cell continuously arrange the collaborative activities, faculty exchange and student exchange activities with other institutions.
- Capacity building and skill enhancement activities were organized online with institutions of national and international repute for taking care of covid 19 pandemic.

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**

2. Collaborative quality intitiatives with other institution(s)

3. Participation in NIRF

4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: C. 2 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Anand Vihar College for Women being exclusively a girls' college is always sensitive and empathetic towards social problems pertaining to the girls taking admission to the college and is always concerned with their betterment and social, cultural and economic empowerment. The Institution organizes various activities and programs on women-related issues. Institution adheres gender sensitivity in providing facilities such as -

A- Safety and security- The institution amalgamated following safety and security norms

1. Safety norms are strictly followed by the College in all respects and students are permitted to leave the college before scheduled time without written permission in the form of gate-pass.

2. All first year students are orientated about complaint redressal mechanisms available in the College like Anti-Ragging Cell, Sexual Harassment committee and Student Grievance Redressal Cell.

3. There are installation of CCTV cameras that are connected to all the strategic positions in College to ensure the security of students and staff and to offer the students a better and secured environment

4. ID cards are issued to the students and staff to prevent the entry of outsiders into the College premises.

5. The Institution has made a code of conduct to be followed by students.

6. Self-defense workshops are organized by NSS.

B. Counseling: The college is very particular for the counseling of the students. The College has Teacher-guardian and 24X7 Mentoring systems for counseling of the students.

C. Common Room and other infrastructure -The institution amalgamated following infrastructural amenities for the students.

1. The Institution has Common Rooms for the girls' students.

2. Separate washrooms are available for staff and students.

3. There is a sanitary pad vending machine for the girls' students.

D. **Programs for progress**: The institution is very particular for the overall growth and development of the students. The committees had been constituted for gender sensitization which is headed by the Principal. Some issues which have been discussed in last some years are as follows:

Save the girl child

Declining sex ratio

Gender equality

Infant mortality rate

Women empowerment

Gender sensitivity and youth

· Counseling of students organized to bridge the gap and enshrine them on several dimensions such as career, hobbies, problems regarding studies, etc.

· Suggestion boxes are placed at various places of the campus for any suggestions or complaints concerning any abuse or harassment.

· Several committees have been formed like Anti Ragging Committee, Sexual Harassment Committee, Grievance Redressal Committee to address the safety, security and dignity of female staff and girls.

· **Health Aid Facilities:**

1-Health check-up camps that includes vaccination drives for the students of the college and slum area.

2-Hemoglobin check up camps and blood donation camps are organized in the campus regularly. Every year the college conducts health and hemoglobin check-up camps in rural area through N.S.S.

· Fire Safety Equipments: The College has established fire extinguishers in different places in the college.

Counseling: The College provides academic, stress-related and personal counseling and guidance to girls' students. The college has career guidance and counseling cell.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

    1. Solar energy
    2. Biogas plant

3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: A. 4 or All of the above

File Description	Document
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The college is very particular to take all the measures for pollution free ambience and in order to manage the waste effectively.

Solid Waste Management:

The principle of **three R's** which are **Reduce, Reuse and Recycle** are employed.

Reduce: The reduction in the use of raw materials.

Reuse: Reuse of waste materials and recycling of those.

Recycle: Recycling of materials.

- The first step is **Segregation of waste** at source collected from the grounds, rooms and canteen.
- **Green and Blue bins:** Awareness on segregation of wet and dry waste is created and blue and green dust bins along with compost bin are used.
- Throwing the waste anywhere is strictly prohibited. The dustbins are emptied in movable carrier which carries the waste to the **garbage dump** provided.
- Usage of plastic bags is discouraged within the premises of the College.
- Bio-degradable waste is allowed to degrade or decompose in oxygen rich medium in an advanced compost bin and non-biodegradable wastes are picked by Municipal Corporation on regular basis.
- Compost arrangements are also made to covert solid waste into fertilizer and manure that can be used for the purpose of gardening in the campus.

Liquid Waste Management: The college has commerce, Arts and Education departments so chemical waste is not part of liquid waste. The liquid water waste from the drinking water area is reusing for

watering the potted plants, irrigating the garden and flora of the Institute. The initiative facilitates maintaining lush green garden even in peak of summer.

E-Waste Management:

- The non functional computers, equipments and its peripherals are safely disposed.
- The cartridge of laser printer is refilled outside the college campus. UPS batteries are recharged / repaired/ exchanged by the suppliers.
- The E-wastes generated are safely disposed through certified E-waste
- Awareness is generated among the students, teachers and the non-teaching staff to dump their personal e-waste into the bin.

Rain water harvesting:

- The campus has provision for rainwater harvesting in the college to recycle and reuse the rain water.

Green landscaping with trees and plants:

- The college campus has trees and plants that make the environment carbon dioxide free.
- Plantation programs have been taken up by the students of the college for increasing the green cover in the campus.
- Awareness among the students and staff on energy conservation is created by workshops and seminars.
- Switching off all the electrical activities when they are not in use and Swachh Bharath slogans are also displayed.

Public Transport:

- Most of the students, teachers and non-teaching staffs avail public

Plastic free campus:

- The college is gearing up to declare itself a Plastic Free Zone.
- It has collaborated with number of government and non-government NGO to generate awareness about the hazards of plastic by organizing seminars, workshops and expert lectures on this issue.

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

File Description	Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or all of the above

File Description	Document
Link for any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Link for any other relevant information	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: B. 3 of the above

File Description	Document
Link for any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The institution values inclusionary practices at multiple levels including its admission policy, where students from diverse cultures are admitted.

· The college has numbers of scholarships and awards to encourage inclusion and diversity. We celebrate and protect cultural, regional, linguistic, communal, socio-economic diversities through student societies like Dramatics, Debating, Speech, Extempore, Essay writing, Poetry, Magazine and many other activities. The college inculcates values of inclusion and respect for people from all strata. It makes students key agents in the process of empowering young minds through education.

· The N.S.S unit of the college amalgamated a vibrant growth and it now has around 300 volunteers imparting education to underprivileged children.

· The signed MOU with Aarushi to work with disabled children through transformative practices.

· The college celebrates ethnic Dance and Music to celebrate diverse cultures through folk dance and music performances from different parts of the country on the occasion of Annual Day.

· The college encourages and promotes linguistic diversity through the celebrations of Hindi Diwas with a range of events.

· Magazine committee imparts the college magazine with content in English and Hindi.

·   The college engages with cultural, regional, communal, socio-economic and linguistic diversities from a variety of gendered perspective.

Various events are organized throughout the year to sensitize students towards their responsibilities as citizens.

I.   PATRIOTISM: Celebrating Independence Day, Republic Day, and undertaking National flag collection drive during these days. To express gratitude towards the Army Jawans of our country, students were encouraged to prepare rakhis during Rakshabandan and send them to the army soldiers.

II.   CIVIC SENSE: Election awareness seminar and Voters ID Drive were conducted to guide the students to get their voters' ID. The College regularly organizes blood donation drives, food donation drives, road safety awareness campaigns, first aid training seminars and fire mock drill. During disasters like flood in Gujarat, donation drives were conducted to raise funds and other utilities for relief.

III.   World AIDS and Human Rights Day: World AIDS and Human Rights Day are celebrated in order to inculcate moral values, ethics and empathy among students. Students are encouraged to conduct events and sessions in orphanages and old age homes. Graduates pledge to follow ethical practices in the oath taking ceremony.

IV.   ENVIRONMENTAL CONSCIOUSNESS:

·   Students are encouraged to participate in activities like Tree plantation drives, Activities of Van Vihar , Pollution awareness Seminar and Swachh Bharat Abhiyan.

·   Paper, Cloth Bag Making workshops and Anti-Plastic awareness rallies are conducted.

·   E-waste collection drives are arranged regularly. Drug awareness, Peace, Non-Violence awareness campaign and anti-tobacco pledge were conducted.

·   Staff is asked to come to College in a distributed manner Security personnel check the temperature, pulse and oxygen of any person who enters the campus.

·   The staff room, laboratories and office are frequently sanitized. Sanitizers are made available at many points in the College.

It is compulsory for any person entering the College to wear a mask and maintain social distance.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The College has been committed to educating our students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Every year the College organizes the national festivals and birth anniversaries of great Indian personalities. Staff and students get to know the importance of national integrity in the country in general and their role in it in particular. It is the day when we all get together to pay homage to our great freedom fighters.

The unity which India has in its diversity that serves as the melting pot of cultures, religion and ethnicity and develops qualities of tolerance and understanding amongst students. The College observes the following days regularly

- 12th January - National Youth Day - Swami Vivekananda,
- 26th January-Republic day,
- 8th March-International Women's day,
- 21st June - International Day of Yoga,
- 15th August-Independence day,
- 5th September -Teachers Day - Birth Day of Dr.Sarvepalli Radhakrishnan
- 24th September - NSS Day,
- 2nd October - Gandhi Jayanthi,
- 1st December-International AIDS Day.

Various programs and activities are organized by the college on important days .

- The National Service Scheme unit of the college is active and dedicated to creating a 'sense of patriotic commitment' for national development.
- The students engage in community service programs under the flag of N.S.S. National Unity Day are observed with a pledge to celebrate our glorious history of national integration.
- To promote the ideal of the Swachh Bharat Abhiyan, the college organizes cleanliness drives like Swachhta Pakhwada.
- The college also initiated the anti-plastic and recycling campaign.
- International Yoga Day has been observed by the college through sessions on 'Yoga' organized along with a webinar on Yoga.
- Essay writing, Debate and extempore are organized under the flag of Tarun Bhaduri smiriti essay writing competition and Mrs. Madhuri Agrawal memorial Debate and Extempore inter-collegiate competition on current issues of social and national relevance.
- The college believes that promoting religious harmony is very important to maintain peace in our diverse society in accordance with the principle of secularism as enshrined in the Preamble of the Constitution.

Citizens' rights

Legal rights awareness programs are organized to spread awareness among students of their constitutional

rights.

National Voters Day: Voters awareness program are organized every years on 25th January by holding rally, debate and Oath.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<u>View Document</u>

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<u>View Document</u>

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The College strongly believes that unless the present generation of youth is not sensitized about the significance of the festivals of our secular country and the sacrifices which great men and women of this country have made for uplifting their countrymen the students are not able to understand their responsibility to the nation.

To build a nation of youth who are noble in their attitude and morally responsible the College organizes national festivals and birth/death anniversaries of Great Indian personalities. The unity which India has in its diversity that serves as the melting pot of cultures, religion and ethnicity and develops qualities of tolerance and understanding amongst students.

These activities are organized by staff and students of the College by initiating number of events like Organizing lectures, workshop and symposium along with poster making, debate and slogan writing.

Commemorating the leaders by establishing prizes and awards.

Republic Day: Republic Day is celebrated on 26th January to commemorate the embracing of Constitution. On this day, a variety of formal events including flag-hoisting and march-past are organized which are followed by "Constitution Awareness Program" in which students and staff members get information of their duties towards the nation and the rights given to them by the Constitution. The college provides medals to the students and award to the participants of extra-curricular activities organized throughout the year.

Independence Day: The College celebrates Independence Day on 15th August. The students and the staff members of the College celebrate the spirit of patriotism. Flag hoisting and cultural events are organized. Statue hall is adorned with strings of light.

Teacher's Day: On 5th September, the students and the staff members celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervor. The students organize various programs for the teachers and the Guru-Shishya parampara is celebrated.

Mahatma Gandhi's Birth Anniversary Day: A standout amongst the most mainstream events in India and one of the three national occasions, Gandhi Jayanti is celebrated in our Institute on 2nd October. Gandhi Ji is also known as the Father of the Nation, Bapu or Mahatma. The values of truth, peace, non-violence and trustworthiness are recalled and spread among the students of the institute.

31st October as Ekta Divas: Birth Anniversary of Sardar Patel is celebrated as National Integration Day. The volunteers from NSS, the Program Officer and the teaching faculty enthusiastically participate in a short rally ,marathon and many other activities in and around the premises of the College to evoke the spirit of unity and integrity among students and staff.

National Youth Day: Yuva Diwas or Swami Vivekananda's Birthday is celebrated with great joy and enthusiasm in India every year on 12th of January. It was first declared by the Government of India in the year 1984 to celebrate the birthday of Swami Vivekananda as the National Youth Day. There were various camps, discussions, group talks, youth summits and youth festivals held across the nation on the occasion.

File Description	Document
Link for Geotagged photographs of some of the events	[View Document](#)

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Title of the Practice: 1.

"Skill Oriented Empowered and Socially responsible students"

Objectives:

- To emblazon mind sets and outlook of the students coming from conservative backgrounds.
- To identify students' potentials and train them and sharpen their entrepreneurship skills
- To impart students hands on practice for skill-oriented certificate program leading to employment opportunities.
- To nurture self-sufficiency among student to setup their own startups.
- To enshrine students to be self-reliant to lead a secure, dignified and respectable life.
- To procreate human being with values to serve the humanity.
- To constitute green and clean society that is actualized as the motto of our Institution.

The Context

- Most of our students belong to the conservative background where family members do not encourage girls to take up jobs especially when they need to work outside Bhopal. Hence, we have been conducting skill oriented and Income generating training and certificate programs to promote economic self-sufficiency among these students.
- Our college is keen in developing and promoting employment opportunities and entrepreneurship skill among girls' students.
- To spawn opportunities of part time jobs for accomplishment of the mission and objective of nurturing the students to be financially independent and economically prosper.
- Identified the locality of disadvantaged group of people to inculcate social responsibility among girls' students.
- Initiatives are taken from N.S.S. unit and the college to anticipate efforts for the improvements of the life of people of god basti.
- In line with this vision our college management took upon itself the mammoth task of empowering women through multi-spectral education without taking any financial benefit from government.

- Career guidance is also provided to facilitate economic security and financial independence of women. We help the girls to find their own footing, write their own story and fight their own battles after they move out from this institution.
- To inculcate entrepreneurial attitude among young girls they are encouraged to plan start-ups so that they become job givers instead of job seekers.

The practice:

- We have successfully conducted divergence of skill oriented certificate program and entrepreneurial activities by internal faculties and collaborating with external agencies. Such activities are conducted simultaneously with regular mode of studies; their duration ranging from minimum one day to maximum 60 hrs.
- The College encourages and facilitates certificate course and training program like Embroidery , Basic computers, Tally, Digital Marketing and Baking, Beauty Parlor , GST, IT Return Filing , Networking, Tumri, Gazal,Bhajan Singing , Rupankan Kalan ,Drawing , Painting and sketching along with entrepreneurship, CPCT training, Mobile repairing for development of skill among students.

- Regular Health Awareness Lectures by leading doctors, Blood donation camps to cater social responsibility, Workshops on Self Defense, Personality Development Courses along with Rallies, Letter Writing and Poster Making on gender issues are regularly conducted to equip the girls fully to face the real world.

- Post graduate final year students and students of B.Ed are forwarded for internship as part of curriculum to impart practical exposure to them.
- The College successfully augmented a scheme to donate food grains and items of daily needs on the birthdays, anniversaries and any special days of students and staff and the collected items will be donated to the needy people.
- The college management committee and other renowned institute like **All India Women Conference** and **Inner Wheel club** support the financially weaker students by providing cash amount on various criteria.
- Many students have been placed for part time job along with their regular classes by the college to pursue them to earn while they learn.
- N.S.S. day was marked by college by distribution of cloths in God Basti.
- On International Women's Day copy and pen were distributed to women of god basti to create interest in them for reading and writing.

- Projects, Seminars, Discussions and Extension Lectures provide a forum for them to enhance their skills**.**
- Organization of multifarious competitions like Debate, Speech, Poster making, Slogan writing, Extempore, Rangoli, Mehandi, Dance, Singing, Best out of Waste, Nutrition Contest and many other activities etches out their awe inspiring creativity.

Evidence of success:

This has been an ideal of Anand Vihar College for women, Bhopal and a dream of dignified members of Vanita Samaj, the managing committee and the great protagonist of Women's emancipation. All the renowned members of the management committee are toiling hard without taking remuneration to enshrine the path of higher education clubbed with skill development to all the young girls of different sectors from the society. Almost 300 students have registered and successfully accomplished these skill oriented

activities offered by our institution. Many of these students have acquired the employment opportunities in various fields with the basic technical skills. Students have plans to set up their own startups after their graduation and post graduation studies.

?We have been able to churn out illustrious alumni of empowered women.

? Value of compassion was developed amongst students.

? Student's behavior modified for marginalized sector of society by visiting God Basti.

? Divergence series of programs was organized to make them aware for health and cleanliness.

?Teachers and students were motivated to collect food grains and items of daily needs to distribute in God Basti, old age home and orphanage. Social and health activities conducted in God Basti old age home and orphanage imparted lot of motivation and self satisfaction to the students and teachers.

? Teachers and students took oath to provide their services whenever it is needed by the society.

? People of God Basti, old age home, orphanage recognized us as their family members and shared various problems and experiences of their daily life.

? NGO and Government concerns collaborated with us in our social, educational health and cleanliness campaign.

Problems encountered and resource required:

? The college needs to introduce more vocational courses to equip the girls with skills to become financially independent.

? It was very difficult to motivate and assemble people of God Basti.

? People were not able to believe our intentions.

The first barrier in the way of efforts of college to foster women empowerment is ingrained in cultural norms. The girls feel the pressure as they have to swim against the system and socially constructed gender biases to enter the college. Our students have inculcated extraordinary set of skills and potential but they are not permitted by their parents to demonstrate their skills outside the campus so they are restricted only to the on-campus or online activities which are creating a bottleneck in earn and learn process.

Most of the girls discontinue their education after graduation and embrace matrimony. Parents still perceive marriage as priority over education. This dwindle the number of girl students in Post-Graduation. Many parents dislike their daughters going out in the job market to rub shoulders with business people. Conducting such training activities along with effervescent delivery of curriculum without compromising on academic excellence has always been a great challenge for the institution as it requires ever ongoing

adjustments in time table and curricular schedules

Many students find it very difficult to pay even very nominal fees for training activities due to their drastic financial condition. Hence, college conducts many activities free of cost resulting in deficits. Getting qualified technical resource persons from outside on account of financial constraints or lack of appropriate funding agency is also a factor retarding the growth and smooth conduct of such training activities in campus.

Title of the practice-2

"Environmental Consciousness and promotion of sustainable environment"

Objectives of the Practice

Environment sustainability is of utmost importance in the light of increasing environmental degradation and the same can be accomplished with the implementation of eco-friendly facilities and practices. The efforts of each of us can bring about significant positive changes in the pollution levels and ensure healthier lives for all of us. The objectives of promoting environment sustainability are:

- To motivate the students for environmental consciousness activities.
- To create awareness towards the nature and environment in which we live.
- To expose students for extracurricular activities related to environmental concern.
- To find innovative ways to reduce pollution and maintain eco friendly ambience.
- To promote the sustainable use of natural resources by implementing simple everyday practices to a larger and innovative canvas.
- To nurture generations of students who are sensitive to environmental concerns.
- The efforts of each of us can bring about significant positive changes in the pollution levels and ensure healthier lives for all of us.

- To reduce overall carbon and ecological footprints along with promotion of the sustainable use of natural resources by implementing simple everyday practices to a larger and innovative ones.

- To nurture generations of students who are sensitive to environmental concerns.
- To maintain a waste-free, pollution-free, healthy and eco-friendly green campus.

The Context:

Anand Vihar College has abundant plants and sunlight .It emblazons important measures to transform productively green waste and sunlight into sources of sustenance.

- To accomplish the goal the college implemented mechanisms by which wastes can be utilized for the production of compost and cater the need of fertilizer for the college garden.
- The greenery of the College campus is an oasis amid the neighboring commercial establishments and the traffic on the roads.
- Tapping the sunlight for generating solar energy is an important step towards reducing carbon footprints. The energy thus generated fulfils more than 75% energy requirements of the college along with contributing for national need.
- In order to sustain the clean and green environment of the college emblazons balance between utilization and transformation along with disposal of wastes has to be maintained.
- Waste papers and old news papers are purchase by certified recycler to be recycled.
- Good quantity of green waste is generated in the college premises which are effectively composted as manure in the compost pit installed at college premises.
- To develop a green corner for migratory and local birds' students and staff members are associated under the flag of Eco-club.
- The college campus comprises variety of plants like- plants with Medicinal values, Herbs, Shrubs and trees for equilibrium of flora and fauna.
- **'Sakore'** (earthen pots) with water were kept for birds at the different places of the college during summer.
- The College conducts green, energy and environment audit by the internal and external committee annually.

The Practice:

Anand Vihar College is steadfastly committed towards creating an eco-friendly and sustainable campus. Instilling the urgency of environmental conservation and environment sustainability is realized through the following practices:

1. **Events and campaigns** :The college regularly organizes various events and campaigns to spread environmental awareness:

- Regular plantation of plants and trees in the campus and beyond campus campaign.
- Campaigns for discouraging the use of polythene Several campaigns by Eco-Club and NSS for creating awareness through social media are conducted.
- Student volunteers interact with the public to generate consciousness among them about the responsible use of natural resources.

1. **Maintaining a green campus and a medicinal plant corner**:

- The College has a lush green vehicle-free campus with elaborated sports ground.
- Vehicle movement in the main campus is prohibited for pollution free ambience.
- The college has varieties of trees and plants in accordance with surrounding forest grassland area in harmony with the ecosystem of the area.
- A medicinal and green corner has been nurtured in the premises with varieties of species of medicinal plants to augment a healthy ambience in the college.

1. **The Solar Power Plant**

A 40 KWH solar-power plant was installed on the college rooftop and has been operational since 2018. Since the installation of this plant, the college has not only been saving expenditure on electricity but also effectively reducing the use of non-renewable resources.

1. **Compost Pit:** Compost Pit installed in the College converts green and food waste to humus which is used in the college garden.
2. **Rainwater harvesting**: The College has a rainwater harvesting system. It is a recharging point for collecting rainwater from rooftops and storm water generating from the premises. It is fitted with a filtration device (sand and gravel filter) to filter the rainwater.
3. **Eco club:** Eco club is a pro active association for enhancement of awareness among students towards environment.

Meeting is conducted on regular basis by the committee to decide activities of the club.

Eco club maintains green potted plants in corridors of every floor of the college.

Students brought some pots and decorated them for making 'Sakore' for birds.

A workshop was organized to plan and execute green compost by collecting garbage of campus conducted by Muskan Foundation (NGO).

1. **Events and campaigns**

The college regularly organizes various events and campaigns to spread environmental awareness:

- A campaign was organized with a tag line **'No Plastic only Paper Bags'**.
- Regular competitions were organized during regular teaching and Youth Festival in which recycled material was used to spread the awareness.

- Students enthusiastically participate in paper bags distribution drive.

- Campaigns for encouraging the use of cloth-bag and paper bags instead of polythene.
- Several campaigns by Eco-Club and NSS for creating awareness through social media are conducted.
- Student volunteers interact with the public to generate consciousness among them about the responsible use of natural resources.

Evidence of Success:

Reduction of electricity bill

- The electricity bill of the college has considerably reduced after the successful operation of the rooftop solar power plant.

- Our students have received appreciation from the public during several campaigns and many people have promised to use the resources wisely and make all efforts to protect and conserve the environment.

- Value of awareness towards environment is developed among students.

- Students' behavior is changed towards environment and various activities were taken up by the Eco-club for the conservation of environment.

- Greenery is maintained in campus due to regular activities conducted by Eco-club.

- Plant saplings are presented to the guests on the different occasions like national festivals and Magazine Release function.

Problems Encountered and Resources Required:

1-Maximum use of plastic and Perishable waste

2-Greater initial cost and investment - Shifting to renewable resources is a costly affair.

3-Challenge in motivating people -

- The public needs to be educated and motivated towards sustainability.
- Continuous efforts are made to create a general shift in the mindsets of the students and college staff towards generating an environmental consciousness.

4-Lifestyle changes -

- Lifestyle needs to be modified for sustainable living by judicious use of energy sources.

- College has made continuous efforts through rallies, campaigns, and competitions to create awareness towards sustainable living but we need to cover larger are for attainment of goal.

Important?

- It is the most important duty of educational institute to inculcate love and belongingness for the nature.
- Environmental protection is a continues process for which constant efforts are needed by the society

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Women concurrence through holistic education

Anand Vihar College for women, Bhopal is an excellent educational center for the young girls and our products are a lucid reflection of this feature.

Objective of the distinctiveness:

- The distinctiveness of the institution lies in promoting integrated personality development of students to enable them to face global challenges.
- With sincere intent we chisel our human resource into epitomes of virtues and perfection.

Practice of the distinctiveness:

- Our college tries to harmonize the five dimensions- physical, intellectual, ethical, social and cultural faculties of students entering its portals.
- The students are groomed in such a way that they not only excel in academics but also earn accolades in allied fields of Academics, Co Curricular activities and Community Service.
- For bolstering intellectual growth, the college has recruited well qualified teaching faculty which leaves no stone unturned to churn out intellectually sharp graduates and post-graduates.
- The passionate faculty members are the assets of our institution.
- They are encouraged to upgrade their qualification and to attend workshops, seminars and FDP's to gain clarity regarding latest developments in their subject.

- The institution offers academic programs in all four major streams namely Arts, Commerce and management, Computer and Education.
- ICT enabled teaching is imparted to keep pace with digital age.
- Audio Visual aids are applied to accelerate the learning process.
- To enable the students to delve deeper in the ocean of wisdom, Extension Lectures, National Seminars, Workshops, Symposium, Panel Discussions and Open Forum Discussions are organized by all the departments.
- Great minds are invited to transfer information which enriches the reservoir of knowledge of students.
- Interface with eminent scholars are arranged to broaden the outlook and acquaint the students with latest streams of thought in their subject.
- The students are regularly given assignments and projects to hone their aptitude for access to a well-stocked library with internet facility, e-learning sources, journals, periodicals has enabled them to achieve extensive academic growth. The library is equipped with software for the students to enable them to pursue academics despite odds.
- Remedial classes for slow learners are another step to pull up the students lagging in their studies.

Mien of the college for distinctiveness:

1. Relentless efforts of the college in the direction of realization of its vision have fructified in upsurge of its academic achievements.
2. Our results in the past five years have been fairly excellent and some of our meritorious students clinched university positions.
3. Merit Scholarships from management, Roll of Honor and College Color are conferred upon the excelsior in recognition of their consistent hard work.
4. Prize Distribution Ceremonies and Convocations are organized to felicitate the academic achievers and confer degrees on culmination of courses.
5. Annual sports meet is a regular feature which provides equal opportunities to girls students to exhibit their sporting prowess in various track and field events.
6. Our students have been participating in plethora of academic, co-curricular, cultural and social

events beyond the frontiers of college**.**

7. The cultural component of the students' personality is sharpened by exposing them to various **c**o-curricular activities.

8. The students are afforded ample opportunities to soar higher in this arena through various activities that included Dance competition, Fresher's Party, Farewell Parties, Youth Festival and Inter College competitions.

9. The college has been stamping its class in Youth Festival consistently .The students have been grabbing prizes in inter college competitions as well.

10. Students excelling in Co Curricular activities are also awarded College Color and Roll of Honor in recognition of their talent.

11. The students are also motivated not to remain self-centered and are urged to take up social roles through NSS and Outreach programs. Donation drives, Participation in Walkathons organized for a cause, Awareness Rallies, Candle Marches, Blood Donation Camp, Swachchta Abhiyan, and Plantation Drives to enable the students to be socially responsible.

12. They are taken to Old Age homes and Deaf and Dumb schools to develop sensitivity towards senior citizens and disabled. We try to stimulate ethical conduct in students by ingraining values like compassion, love for tradition and culture, togetherness, cooperation, honesty, nationalism and secular outlook through various activities and lectures.

13. The college corridors exhibit motivational quotations and art pieces of the students inspiring the students to adopt ethical lifestyle.

In nutshell, the college is making undaunted efforts to equip the students with exceptional traits which make Aryans stand above the rest. The ambassadors of our college shine in the fields they choose after leaving the college. Such positive progression enables the institution to work harder year after year and carve a special place on the map of the city.

5. CONCLUSION

Additional Information :

The preeminent pursuit of the college is to upsurge what it has envisaged by providing quality education which will enable students to become educated and responsible citizens of tomorrow and realize their position in society as independent women. Effervescent teaching-learning is an extraordinary yardstick of the college .Classroom teaching is supplemented with special lectures, seminars and workshops that are meticulously planned. Apart from regular courses the college offers add-on courses and certificate courses to facilitate the holistic development of students. Teaching modules are framed to ensure that certificate and add on courses are maintained their high quality and meet the time schedule. The IQAC facilitates the organization of various extension and co-curricular activities and fostering of communication and computer skills that ensure self development, value orientation and environment awareness. In order to alleviate the rigors of a demanding college curriculum, the students are encouraged to participate in co-curricular activities .Their performances in Inter-departmental competitions are appreciated by college authorities through distribution of certificates and prizes. The college continues its interaction with students even after they have formally left college for higher studies through an active and vibrant Alumni association named Anandita. Students, Teachers and Alumni effectively contribute to the successful functioning of IQAC through timely submission of feedback. Academic Audit, Green audit and Energy audit are conducted regularly. College website is regularly updated to provide exhaustive information regarding the overall functioning of the college. Students are encouraged to present PowerPoint presentations during classroom interaction .Students attend tutorials and submit assignments regularly. The College is proud privileged in environment based activities to create consciousness among students and staff like segregation of garbage, Identification of E- Waste along with its proper management, creation of Energy Conservation and initiation of Green Campus Project for the renovation and beautification of college to preserve greenery amidst the polluted environment surrounding the college.

Concluding Remarks :

The college is established and governs by a society of learned and dedicated women desperate to revolutionize the country with empowered girls. The Governing Body of the college works in close collaboration with the Principal to regulate and maintain an amicable and scholastic environment amalgamated for the purpose. The College has acclaimed excellence with the shared responsibilities of the stakeholders in every area of educational implications. In addition to the collective role of the faculty the IQAC of the college has been instrumental in overall quality assurance of the college. The collaborative effort has enshrined the college to new heights every year along with motivating the students for higher competitive goals to be worthy citizens of the country. The knowledge imparted and learnt, comprises of the University syllabi and enriched add on and certificate courses individually empower the girls student. The constant flow of young scholars in the college is rejuvenating the academic ambience with an influx of new intellectual ideas and interests that become a triumph of success for the college. Teachers are remaining engaged in teaching as well as scholarly work in their specializations. The college strives in democratization of activities and information. The college facilitates access of information to students and faculty. Progress is the impetus that drives the college, which at the same time rests on the well-being of the students.