



St. Joseph's Girls DEGREE College **SARDHANA, MEERUT - 250342**



Self Study Report **2015**

Submitted to
National Assessment and Accreditation Council
Bangalore

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Preface

St Joseph's Girls Degree College, Sardhana is an affiliated college of Chaudhary Charan Singh University, Meerut, and a minority college in status, providing education to the women of the rural area and benefiting the society. St. Claudine Thevnet was the foundress of the congregation of the religious of Jesus & Mary. In the year 1848 the religious sisters from this congregation werer invited by Mgr. Cajeton Carli to Sardhana. The sisters came from France and started the noble work of serving the poor children through boarding school. They began with few orphan children of the locality and observing the need of an hour established a high school for girls and it was recognized as a middle school in 1936. Later with their utmost efforts it turned into junior high school in 1951. The school got recognition for the intermediate classes on 10th July 1965. With a vision to uplift the standards of female education and its necessity in future, the degree college was established in the year 1981, by the strenuous efforts of the sisters of Jesus & Mary congregation. The degree college paved the way to the girls of Sardhana as well as near by villages who could not access to higher Education due to the, then prevelant social customs by providing them the opportunity for higher education. The college is a sister concern of the well known Jesus & Mary College, Delhi. The College is recognized under sections 2(f) and 12 (b) of the UGC act in 1990.

The college is dedicated to provide holistic education to its students and imbibe in them the spirit of humanity, selfless service and feeling of equality and oneness. As the institution was set up with a pious view of educating and empowering the girl child, the efforts were laid to impart education to the females of all religious backgrounds without any discrimination. The motive is to educate and nurture the girls in such a way that they develop into good & responsible citizens and can make their contribution to the society effectively.

The college is located in the premises of world famous church of Sardhana which was conferred the dignity of Minor Basilica by Pope John XXIII, now known as Basilica of our Lady of Graces. This Basilica has a rich historical perspective and is a Shrine for the devotees. It was the concept of Begam Samru to build this magnificent Church and the idea was executed by the architect --.being the historical building, the maintainance of the Church is under taken by National Archiological department of India. The institute is in the name of a Catholic saint called Joseph .The institution is spread in about four acres of land which is covered by lush green trees and beautiful gardens all around, add to the ambience of the campus. The well planned building, mango orchard, ventilated rooms, multipurpose room, labs and well equipped library add to the educators to be a part of this peaceful environment.

Observing the dire need of professional education so that girls of the rural background can opt for a respectable job in future and stand on their feet; the (B.Ed.) Bachelor of Education department was recognized in 2005 and began its first session in the year 2007. This course is run under self finance scheme. When started it was a one year degree course but as per the rules of NCTE and govt orders this course is now a two year degree course.

The institution was set up in a rural area with a motive of upliftment of rural girls who could not access to higher education and to an extent it has proved to be successful in its mission, as today almost girls from nearby 35 villages approach to this college and it has been the first choice of the parents also who look for only girls institutions.

The institution is dedicated to provide facilities and relaxation to the girls who are all looking forward for higher education in terms of fees and scholarships. Free books through book bank and other services are also rendered to the weaker section of the society. Special preference is given to the girls belonging to the rural background.

The college is proud to have a well equipped automated library, having almost 15,000 books, periodicals and journals and wide variety of educational magazines.

The college has set up a computer lab, observing the necessity of the computer age so that the girls can excel in today's world without any inferiority or complexes. At present there are 10 computers in the lab besides in principal office, clerk office library and staff room. As per the need of the hour ICT literacy is being provided.

The college not only strives at providing textual education and academic excellence but also committed to inculcate and imbibe values and providing opportunities to the students through different activities making them conscious of their social responsibilities through NSS, Scout & Guide, and ECO club. The members of these societies work for the awareness and upliftment of the weaker & deprived sections of the society.

St. Joseph's Girls degree / B.Ed. College is the only institution of the area that has a Parent Teacher Student Association (PTSA). Through this all the stakeholders participate actively to shape, support and discuss the educational endeavour in a better manner.

The college encourages active participation of girls in the games as well as sports facilities are provided for indoor as well as outdoor activities. Our students regularly participate and excel in inter-collegiate and inter-university sports events and have won remarkable positions.

Different curricular as well as co- curricular activities are organised with a view to bring out the hidden talents of the students. Various activities like dance, drama, debates, symposium, quiz, seminars etc add up to over all personality development of the students.

There are various committees such as IQAC, Grievance Cell, Eco club, Women cell, Library advisory committee, Scout & guide cell etc to meet out the problems of the stakeholders. These committees work upon different issues and try to make the girls aware of their rights and duties. These committees are contributing their best and striving hard to benefit the students in the best possible way they can.

Though the college does not have a renowned alumni of a fame but many of our students are associated with well known institutions and have opted for jobs in various fields. An yearly Alumni meet is arranged in the fond memory of mother foundress, St. Claudine Thevenet.

Today the college has earned a reputation, that it has become the first preference of the girls and the parents belonging to rural areas. The management, staff and student together strive hard to awaken the girls of the rural background to widen their horizon and access to higher education.

The college has adopted a decentralized method for the preparation of this self study report. Many meetings were held and the entire staff was divided into seven groups. Each was rendered the responsibility with a specific criterion and was allotted with the duty of collecting the data and arranging of the requirement for that criterion. The staff has also worked very hard in preparing the departmental evaluative report. All the criteria have been prepared after days of long internal discussions with all the departments under my supervision and guidance.

In order to further enhance quality, growth and development of the institution, the college is in the process of submitting the Self Study Report for the first cycle of Assessment and Accreditation by NAAC.

It is my privilege to submit the Self Study Report to the National Assessment and Accreditation Council, Bangalore for the assessment and accreditation of the institution.



Sr. Dr. Christina Louis

Principal

St. Joseph's girls degree college

Sardhana, Meerut

Principal
St. Joseph's Girls Degree College
Sardhana (Meerut)

Executive Summary

St. Joseph's Girls Degree College was established in 1981 with only 60 students. Today the college has evolved to a strength of 700 students from about almost 35 villages. Besides efficient faculty members there is a capable and sincere team of non teaching & supporting staff. The college is running a Bachelor of Art degree (BA) and is also managing the professional programme in Bachelor of Education (B.Ed). It is through the joint efforts of everyone associated with the college that today it is one of the first choice of the girls of the pertaining and near by areas.

A brief summary of the seven criteria in the self study report is given below :

Criterion-I - Curricular Aspects

The college aims at the integrated, and all round education and thus follows the modern concept of education to imbibe knowledge and develop communication skills, to enable the students to meet and face the demands of the global world educationally, socially, culturally and economically. With this mission, the college tries to organise the curricular, co-curricular and extra-curricular activities which inculcate in the students the dignity of human life in all its aspects.

The institution develops and deploys the action plans for effective implementation of the curriculum designed by the affiliating university. Some of our senior faculty members (Dr. Manjari Chandra and Dr. Archana Vishnoi) have played an important role in the designing of the curriculum by being the active members of BOS (Board of Studies).

All the departments organise activities like assignments, monthly tests, essay writing competitions, seminars, symposiums, extempores, quiz, group discussions etc to enhance the skill of the students in three Rs (Reading, Writing and Arithmetic).

Our curriculum is enriched by ICT learning and short term add on courses.

B.Ed in self- finance scheme fulfills the need of the professional training for the students of the rural area and thus enables them to get respectable jobs.

The institution provides facilities to the staff to attend the seminars, conferences, refresher courses and workshops organised by the affiliating university or the other colleges and the faculty development programmes organised by the management of our religious society and thus refreshes and uplifts the teaching – learning process. Internal assessment of the students is done by the college through monthly tests, half yearly exams and assignments continuously to assess and improve their learning process. Feedback taken by

the head of the institution from the outgoing students and their parents helps in the moderation of the curriculum. Feedback format is also used to take the feedback from the parents, the stakeholders and our old students. On the basis of the feedback from the students, pass-outs, parents and other stakeholders, the institution has switched on to the process of applying for B. Com.

Criterion – II – Teaching-Learning and Evaluation

The Institution provides to the students an atmosphere to groom and develop their internal and external personality upto the brim. The Institution is highly concerned to maintain quality, discipline and regularity in the field of education. The main aim is to develop the all round personality of the women and inside in them the intellectual, social, emotional, aesthetic & spiritual sense. For this purpose innovative teaching techniques & methods are adopted. These are reflected in the behaviour of its managements, teachings of the staff and learning of the students. The institute follows transparency in the admission procedure. The details are displayed on the college notice board and the college strictly follows the rules and regulations of CCS University.

The admission committee looks after the admission related queries and problems that are faced by the applicants. Students of this Institution belong to different classes of society and hence there is a vast difference of social, financial and intellectual background amongst them. As per the need of the students particular teaching learning methods are discussed and implemtended at department level timely evaluation is being done during classroom teachings as well as through home examinations. Special tutorial classes are arranged for slow learners. Various cells in their own way try to sort out the problems of the students. Besides the field trips, educational tours, assignments, group discussions etc. enrich the learning experiences of the students. Though belonging to such type of diversity it is not a weakness but remains the motivational power for the institution stake holders. Proving its efficiency, competency and devotion, the institution has earned a name in bright colours in the field of education. Co-ordination between the management and the teaching staff smoothens the environment required for teaching and learning, making the students academically, emotionally and intellectually well versed.

The urge for wisdom, which is seeded and cultivated into our learners, goes on amongst students even after leaving the Institution. Being mentors, teachers counsel and guide the students for their further education and career. B.Ed students are trained with a motive to be an efficient & capable future teacher. So all the qualities of a responsible teacher are imbibed in them and the respective teachers give their whole hearted support and enrich them with their own experiences, moulding them into a sound professional

personality. Some of our students get good jobs every year after the completion of their degree. The faculty put in its best efforts to see their students progress to the maximum heights. Our teachings and learnings are evaluated through these career orientation qualities of the Institution.

Criterion – III - Research Consultancy and Extension

As the institution is an Under graduate college, and usually research work is done after post-graduation. So we don't have significant research activity in our college. Our college staff is well qualified and efficient. We have nine subjects in our U.G. Course (B.A.) and as a training programme B.Ed. course is being carried on to make rural girls professionally strong. Six subjects are on a regular basis and three in self-finance scheme. Subjects in regular discipline are – Hindi, Sanskrit, English, History, Political Science and Home Science and subjects in Self-Finance Scheme- Sociology, Economics, Drawing & painting. In B.A. department all the concerning faculty members are doctrate in their respective subjects and in B.Ed. three are pursuing Ph.D and waiting for the degree to be awarded. Irrespective of the college not being a research centre some of the faculty members are engaged actively in research related activities like- getting their research papers regularly published, attending seminars, workshops and refresher courses.

Two of the faculty members of the institution Dr. Mahima Mishra (History) and Dr. Archana Vishnoi (Sanskrit) got permission from C.C.S. University to work as a supervisor for research work, in collaboration with N.A.S. (P.G.) College, Meerut. One candidate has completed Ph.D. under the supervision of Dr. Mahima Mishra, the other candidate has submitted her thesis and waiting for the evaluated reports and six candidates are doing Ph.D. under her supervision. Two of our other faculty members Dr. Meenakshi Agarwal (English) and Dr. Anjali Mittal (Pol. Sc.) are associated with Private Universities like Dr. Anjali with (Teerthankar Mahavir University) T.M.U. Moradabad and Dr Meenakshi with (University of Petroleum & Energy Sources) U.P.E.S. Dehradun and Mewar University, Mewar. Every department of B.A. & B.Ed. is providing consultancy work according to its requirement. We are running different extension services like N.S.S., Scout & Guide & Eco Club. Besides there are various committees working and benefitting the students in various ways.

Criterion-IV – Infrastructure and Learning Resources

The Institution provides a well equipped infrastructural facility with a large building having thirty five rooms in all and eleven rooms in ground floor and twenty four in first and second rooms floors. Necessary furniture and fixture

has been provided in administrative office, principal office, staff room, library, classrooms and laboratories. Rooms in the institution are very spacious and airy. There is proper ventilation in every room with two doors and , windows with wire-netting and grill and ventilators. Every room has sufficient fans, light, furniture and cabins for the staff.

The infrastructural facilities are increasing according to the needs of the students. Building, furniture and other facilities are agumented from time to time. The institution was established in 1981 with twelve rooms and now we have thirty three rooms in the new building. The institution, started with 60 students, has now reached to the number of 700 students. With the increase in the number of the students, infrastructure facilities were also increased according.

As far as the institution's policy regarding the enhancement of infrastructure is concerned, time to time the institution purchased items and equipments based on modern technology and technical assistance is provided to all our stake holders.

With the grant of 11th year plan of UGC the college purchased sufficient furniture and books and journals in the library. Canon phtotocopier machine, library cupboards and tables, chairs, computers were bought with the help of UGC grant.

According to the requirements, furniture, fixture and new equipments are provided by the institution to facilitate effective teaching and learning.

In the institution all our infrastructure, furniture and fixtures are used in its full capacity by students, teachers, librarians and administrative office. Necessary repair is done by mechanics, plumbers, electricians, technicians engineers time to time. The fourth class employees help in sanitation and cleaning to keep the institution hygienic.

The library is well equipped and has around 15,000 books, journals and periodicals, encyclopedias, vedas reference books etc. By the end of 2015 we have got our library fully automated. Our library is optimly used by our students and teaching faculty.

We have hostel facility with the capacity of 60 students at a time. The hostel provides ample facilities to the students in terms of recreation. There is solar water heater panel, inverters, TV, LED lights, CCTV camera for security and wide space to move around.

Our seminar room is used for power point presentation, workshop, symposium, seminars guest lectures and for exhibition.

Open stage is used for curricular and co-curricular activities. In future the institute is planning to put a fibre shade to cover the open stage. The institution has a play ground and basket ball court which is used by the

students as per need. The students spend their spare time in discussing, relaxing and play games.. We have N.S.S., Scout & Guide and Eco club in our institution.

The institution is mainly for girls so all the facilities are provided keeping in mind the needs of our students we have sufficient wash rooms , sanitary and drinking water facility for our students. We have future plans such as adding more furniture, more inverters, an auditorium, more computers and printers and benches in the ground for the students .

Criterion – V - Student Support and Progression

Student support and progression is a must to achieve the goal of education to empower the young generation of female belonging to the specific rural areas of Sardhana. Institution has its updated prospectus for B.A. and B.Ed. together. Quality information is available about the regular and self finance courses available in the college. The details about the process of admission, suggestion for selecting courses along with rules and regulations to be followed are mentioned. Regulation of attendance is of priority in the college in order to increase the literacy level of students. Various committee are founded to upgrade the mental and social health of students.

Being minority college (Christian) provision of provincial Society Scholarship is available for Christian girls according to mmerit basis. Admission process is totally governed by C.C.S. University which now online registration to university and the university sends the college the list of students on merit basis. The detail record of students admission is available from 2011 to 2015 for B.A. and B.Ed faculty. Mainly the nearby twenty two villages are covered by the college with exception of few hostel students coming from other States. Regular publication of magazine called ‘ JIJIVISHA’ (desire to live), gives the glimpses of college activities along with articles by students and staff and the departmental activities are reflected in it. The students performance is assessed by the home Exams conducted in the college every year and the over all performance of the students is observed through out the year and awarded during prize distribution day and farewell day.

College students have participated in various activities at college and university level. The students have been winning the trophy practically every year in intercollege debate competition. Student council is formed for the better working of the college activities. College has a president and vice president in student council who help in every activity of the college. The student redressal cell is incharge of the needs of students in college. Calender

for college activities throughout the year itself describes the work carried out by students during college time for various occasions.

Due to some circumstances network with alumni is not available and college is making effort to activate the alumni association.

Criterion – VI - Governance, Leadership and Management

The vision of the institution St. Joseph Girls Degree College, is that of its foundress St. Claudine – "To make the students aware of Divine presence and educate the young girls of rural and backward area and thus enabling them to be a good human being in our society and a responsible citizen of our country", The mission of the institution is to provide higher education to the girls belonging to rural and the backward area so that they could lead a better life in the society using their skills and intellectual benefits.

This mission is fulfilled by providing admission to these girls who approach and seek the admission in our college, specially the poor and needy. Being the minority college the institution also make sure that the students belonging to minority group gets admission. The mission of the college is carried out successfully in – collaboration with management, principal staff and students. The top management is interested in well – being of the college and twice a year managing committee meetings are held to discuss the matters concerning the institution. Major decisions are taken during the managing committee meetings. The principal keeps in touch with the management to convey the needs and the development of the college, staff and students. Parents – teacher meeting too is helpful to get the feedback from stakeholders for the betterment of the institution. Staff meetings are held time to time to plan and delegate the responsibilities to the staff. The staff meets the student-council. The council helps in the responsibilities to carry out the various activities of the college. The stake holders have special role in improvement of the college facilities and college considers their valuable suggestions in academic.. The various committees working in the institutions such as grievance cell, student Redressal cell, guidances cell, women cell, library committee, first aid committee student council, NSS, Eco club committee, IQAC committee are the source of brining changes and development in the college. The old students also help in giving their feed back to improve the facilities in the college. The need for B.Com course is the suggestion of old students. The institution tries to give orientation to the students and staff when the new session begins. The Seminar, talk, essay writing, debate, street play, environment cleanliness, rallies, poster-making, open-discussion, quiz, creative writing are the different methods used to check the performance of the students. Home examination and attendance is compulsory in the college.

The institution allows the staff to exercise leadership in their respective departmental activities and the common function like fresher's welcome and farewell of the outgoing students. The Principal conveys the message through notice boards and through notice register kept in the staff room. The students have separate notice boards to communicate with the principal and staff. Daily assembly is the hallmark of the institution conducted by each department in turn highlighting the social issues, girlchild protection, value based thoughts and daily news headlines to keep the students update and recitation of prayer for world peace. The major changes that took place during last four years are as follows –

The seminar room, computer lab, library automation, counter for clerk office, The major cleanliness of the back side of the college building. Wire noticing and guides for the windows basket ball ground maintained, CCTV camera in each class and sending the video link to the university during the annual examination. The major expenditure done by the management is from the self-financed account. The institution is running B.Ed. course in self-financed scheme from 2005 onwards. The future plans of the college are an auditorium for college and the library extension. Open stage to be enclosed and to start B.Com. Course under self-finance scheme for the benefit of the girl. The college takes great pride in educating the girls coming from nearby 35 villages near and far.

The college needs a vehicle to provide to the students transport facility specially those coming from interior villages where there is no facility of any means of transport. The aim and the mission of the college, being a Christian minority, is to help the society and the humanity at large by educating the girl child and inculcating values through moral classes held every day.

Criterion – VII - Innovation & Best Practices

The institution is well aware of the issues pertaining to environment and has taken a number of measures to keep the campus clean and eco friendly. The NSS team and members of the Eco Club conducts programs from time to time and put in their best efforts to make the students conscious of and aware about the issues related to environment. Solar energy and solar water heater panels are being used in the campus that save the consumption of electricity.

The college strives at its best in maintaining the green ambience of the campus. Efforts are made not to waste the papers and waste material and use them in productive manner. The college focuses on the empowerment of rural woman and bringing about social changes through NSS, Scout & Guide, talks on social issues, debates and speech.

The college aims at liberating the weaker sections of the rural areas especially the children from the economic, social, political & educational constraints by visiting the old age home, orphanage, deaf and dumb schools and distribute food, clothes, stationary, toilet requisits through the extension programme, the **SJSEP** (St. Joseph's Societal Extension Programme). The institute also renders its service to an organization called '**Nayee Asha**' AT Daurala. All these activities are helpful in inculcating social responsibility and commitment in our students as well as in the women of the rural background. The efforts are undertaken to develop the team spirit and leadership qualities of the girls & broaden their social outlook that will help them work for the welfare of the community.

The institution helps the girls understand their dignity and also the importance of education in life. Different curricular & co-curricular activities are organized with a view to bring out the hidden talents of the students. Apart from national festivals & religious festivals, various days are observed. Activities like dance, drama, debates, symposium, quizzes, seminars & other departmental activities add up to their over all development. Students are provided with the opportunity to actively participate in these activities as well as the activities focussing on social evils & for the good and benefit of the society.

The college emphasizes on health and hygiene of the students. The facilities for drinking water and sanitation are being provided to the students. The safety of the girls is our prime consideration. Teachers consistently make efforts to set the right actions for the students and guide them in terms of hard work, discipline, and conduct.

The non- teaching staff co-operates with the teaching faculty and ensures that the administrative functions of the institutes are carried out with great sincerity and dedication. The institution put in its best efforts in making the girls civilized, cultured and stresses for the over all personality development and grooming.

Just as a lamp diffuses light, dispelling the darkness around, the institution is entrusted to diffuse understanding and knowledge, dispelling the darkness of ignorance and doubt. The institution believes in preparing the students to meet out the obstacles and challenges of life. Though the college has earned a great name and fame in the town as well as the nearby area, still it is continuously efforting in its best possible manner to maintain its reputation as well as working for the upliftment and betterment of the society.

SWOC ANALYSIS

St. Joseph's Girls degree college, Sardhana was established with a view of imparting education to the female population of the village and the nearby areas. The institution is dedicated not only to provide textual education for academic excellence but to nurture the girls and provide them with the best of opportunities for all round personality development. The motto of the college is 'Karmenev he Sansidhi' which emphasizes on work is worship.

STRENGTH

1. The beautiful ambience & peaceful environment is the choice of the students.
2. Well trained & efficient faculty works hard in every possible way for the benefit of the students providing more of a friendly environment.
3. Various cells and committees are set up to help & guide the students in best possible way.
4. The only girls college in the nearby area, which encourages & motivates the girls to groom in all spheres.
5. The capacities & talents of girls bloom to the high without the fear of any gender bias.
6. The college does not have the cream of the society as its students, though our students are from rural area with limited resources provided at home but by the end of the course, they move out of college as confident and competent ladies to face the world at large.
7. Various curricular & co-curricular activities add to the personality development of the girls.
8. Active participation of students & teachers equally make the teaching learning more effective.
9. Through PTSA (Parent Teacher Student Association), there is a close bond between all the stake holders.
10. Competent & qualified faculty keeps on making efforts towards quality enhancement.
11. Well equipped library with a vast variety of books to enrich the knowledge of the students.
12. Compulsory attendance is a great help to student to understand the value of lectures in the class room.
13. The economically weaker students are able to pay the fees in installment and a few also given freeship.

14. The admission process is transparent & online.
15. Dress code for the girls that provide uniformity though they are coming from different background.
16. Daily prayer during assembly and the news reading adds to the holistic development of the students.
17. Home examinations in the college are compulsory though the university has not made it mandatory.
18. The NSS scheme is helpful to reach out to villagers and children to bring about environmental and cleanliness awareness in them and teach the children who do not go to school.
19. The institution has a mechanism of working together as one family.

WEAKNESSES

1. Being an undergraduate college, there is limited scope & facilities for research work but still more focus can be given to research work.
2. Generation of funds is a serious limitation in upgradation & expansion of campus facilities.
3. The number of teaching faculty is to be increased for the enrichment & growth of institution.
4. To initiate any new academic programme, it requires a long & complicated procedure for getting the permission from different authorities which often delays the process.
5. Some government aided posts need to be filled in the college.
6. The college needs an auditorium for conducting different activities and seminars.
7. There is a need of proper transport facility for students coming from far away villages.
8. The institution needs to generate funds for the development of the institution.
9. Some short term and certificate courses need to be added in keeping the requirement of the students.

OPPORTUNITIES

- 1- To build a contact between the industry and academic fraternity.
- 2- Preparing girls for the competitive examinations.
- 3- Looking forward for support from alumni and beneficiaries of the college.

- 4- IQAC cell in the college can work more effectively to bring about effective changes in the college.
- 5- B.Ed students have more opportunity to reach out to poor and needy children to give them coaching.
- 6- The NSS scheme in the college gives a better opportunity for our students to go to the interior villages and conduct awareness and literacy programmes there.

CHALLENGES

1. Though the college is undergraduate and its focus is on teaching, still the students need to be aware for the research activities.
2. The college needs to raise funds to have an auditorium.
3. The education provided to the girl child should empower them in the society.
4. Providing career guidance to the girls to choose the right course for the better future and encourage them for higher education..
5. The institution has a great challenge to conscientise the students towards the Safety of the girl child in the society.
6. Motivating the stake holders to encourage more and more girls to access Higher Education.

FUTURE PLANS

1. Auditorium
2. Covering the existing open stage
3. Adding more computers in lab
4. Classes through PPT in all subjects.
5. Vehicle in the college for the students.
6. Wi-fi facility in the campus.
7. Seminar hall.
8. Canteen for the college.

Profile of the Affiliated/Constituent College

1. Name and Address of the College:

Name :	St. Joseph's Girls Degree College	
Address :	Tehsil Road, Sardhana	Meerut
City	Pin : 250342	State : Uttar Pradesh
Website :	http://stjosephscollegesardhana.com	

2. For communication :

Designation	Name	Telephone With STD Code	Mobile	Fax	Email
Principal	SR. Dr. Christina Louis	O: 01237-237490 R: 01237-236374	07830087187	01237-237490	Christina.rjm@gmail.com stjosephs1981@gmail.com
Steering Committee Co-ordinator	Dr. Meenakshi Agarwal	O: Nil R: 0121-2600470	9412578094	-	minaxi_agarwal2000@yahoo.com

3. Status of the Institution:

Affiliated College
Constituent College
Any other (specify)

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

4. Type of Institutions :

a. By Gender

- I. For Men
II. For Women
III. Co-education

<input type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>

b. By Shift

- i. Regular
ii. Day
iii. Evening

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

5. It is a recognized minority institution?

<input checked="" type="checkbox"/>

Yes

No

☐

If yes specify the minority status (Religious/Linguistic/Any other) and provide documentary

Religious Minority (**Annexure -1**)

6. Sources of funding.

Government

Grant-in-aid

Self-financing

Any other

✓
✓

7. a. Date of establishment of the college 20.06. 1981 (dd/mm/yyyy)

b. University to which the college is affiliated/or which governs the college (If it is a const

Chaudhry Charan Singh University, Meerut (**Annexure - 2**)

c. Details of UGC recognition:

Under Section	Date, Months & Year (dd-mm-yyyy)	Remarks (if any)
i. 2(f)	21.08.1990	
ii. 12 (b)	21.08.1990	

(Enclose the Certificate of recognition u/s 2(f)) and 12 (B) of the UGC Act)

Annexure-3

c. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE,NCTE,MCI,DCI,PCI,RCI etc.)

Under Section/Clause	Recognition/Approval details Institution/Department Programme.	Day, Months and Year (dd-mm-yyyy)	Validity	Remarks
14 (3) a NCTE	Recognition B.Ed.	28.06.2005	Annexure-3	
i.				
ii.				
iii.				

(Enclose the recognition/approval letter) (Annexure-3)

8. Does the affiliating university Act Provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?
 Yes ☒ No ☐
 If yes, has the College applied for availing the autonomous status?
 Yes ☐ No ☒
9. Is the college recognized
 a. by UGC as a College with Potential for Excellence (CPE)?
 Yes ☐ No ☒

if yes, date of recognition:.....(dd/mm/yyyy)

- b. For its performance by any other governmental agency?
 Yes ☐ No ☒

If yes, Name of the agency NA and

Date of recognition NA (dd/mm/yyyy)

10. Location of the campus and area in sq. mts.

Location*	Rural
Campus area in sq. mts.	18360 .0 Sq. mt (4 Acre)
Built up area in sq. mts.	35211.0 Sq. mt.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others Specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/Seminar complex with infrastructural facilities (x)
 - Sports facilities
 - Play ground ☒)
 - Swimming pool (x)
 - Gymnasium (x)
- Basketball area – Court – 15mtx28mt
 ➤ Badminton Court – 17ftx44ft
 ➤ Indoor Table tennis – 1 Meter x 2.75 meter.

- Hostel
 - Boy's hostel
 - i. Number of hostels (x)
 - ii. Number of inmates (x)
 - iii. Facilities (Mention available facilities) (x)
 - Girl's hostel (x)
 - i. Number of hostels- 01
 - ii. Number of inmates - 20
 - iii. Facilities (Mention available facilities) Solar System, Inventor Light, TV, CCTV Camera, Water Motor Pump, Sunlight, Sufficient toilets, play ground, Garden, boiler, Aqua Drinking Water, Beds tables and chair benches.
 - Working women's hostel. - N.A.
 - i. Number of inmates
 - ii. Facilities (Mention available facilities)
 - Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) N.A
 - Cafeteria –N.A.
 - Health Centre – Not of institute but missionary hospital and Primary Health Centre near by
First aid, inpatient, Outpatient, Emergency care facility, Ambulance....
Health centre staff

Qualified doctor	Full time	<input type="text"/>	<input type="text"/>
Part-time			<input type="text"/>
Qualified Nurse	Full time	<input type="text"/>	
Part-time			
 - Facilities like banking, post office, book shops (NA)
 - Transport facilities to cater to the needs of students and staff (NA)
 - Animal house (NA)
 - Biological waste disposal - yes
 - Generator or other facility for management/regulation of electricity and voltage (Kirloskar Generator 30kv) ✓

All electronic equipment of the college is covered by an Annual Maintenance Contract

- Solid waste management facility ✓
- Waste water management ✓

- Water harvesting

x

12. Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/approved Student Strength	No. of Students admitted
	Under-Graduate	B.Ed.	2 Years	Graduation Passed 50%	B-Lingual	50 per year	33 this year
	Under Graduate	B.A. English	3 Years	Merit basis	English	80	80
		B.A. Hindi	3 Years	“	Hindi	80	80
		B.A. H. Science	3 Years	“	“	80	56
		B.A. Sanskrit	3 Years	“	“	80	45
		B.A.Pol. Science	3 Years	“	“	80	80
		B.A. History	3 Years	“	“	80	80
		B.A. Economics	3 Years	“	“	80	79
		B.A. Drawing & painting	3 Years	“	“	80	42
		B.A.Sociology	3 Years	“	“	80	80
	Post-Graduate	-	-	-	-	-	-
	Integrated Programmes PG	-	-	-	-	-	-
	Ph. D.	-	-	-	-	-	-
	M. Phil	-	-	-	-	-	-
	Ph. D	-	-	-	-	-	-
	Certificate Course	-	-	-	-	-	-
	UG Diploma	-	-	-	-	-	-
	PG Diploma	-	-	-	-	-	-
	Any other (Specify and Provide details)	-	-	-	-	-	-

* The exams of Private students of UG and PG course are conducted in the college.

13. Does the college offer self-financed Programmes?

Yes ☒

No ☐

If yes, how many?

14. New programmes introduced in the College during the last five years if any ?

Yes		No	✓	Number	
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15. List the departments : (Respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional language etc.)

Faculty	Departments (Eg. Physics, Botany, History etc.)	UG	PG	Research
Science	-	-		
Arts	History, Political Science, Eco, sociology, H.Science, Drawing, Sanskrit, Hindi and English	UG		
Commerce	-			
Any Other (Specify)	B.Ed.	UG		

16. Number of Programmes offered under (Programme means a degree course like BA, BSc,

MA, M.com.)

a. Annual system	B.A and B.Ed (2)
b. semester system	-
c. Trimester system	-

17. Number of Programmes with

- a. Choice Based Credit System
b. Inter/Multidisciplinary Approach
c. Any other ()Specify and provide details)

NIL
NIL
NIL

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes ☒ No ☐

If yes,

- a. Year of Introduction of the programme(s) 28.08.2008
(dd/mm/yyyy)

and number of batches that completed the programme

08

- b. NCTE recognition details (if applicable)

Notification No. : F NRC/NCTE/F-3/UP-654/523)

Date 28.06.2005 (dd/mm/yyyy)

Validity..... Annexure-4

Faculty Departments

B.Ed.

- c. Is the institution opting for assessment and accreditation of Teacher Education

Programme separately ?

Yes ☐



19. Does the college offer UG or PG programme in Physical Education?

Yes ☐



If yes,

- a. Year of Introduction of the
programme(s).....(dd/mm/yyyy)

and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.:

Date :(dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assesment and accreditation of
Physical Education Programme separately?

Yes

No

20. Number of teaching and non-teaching positions in the institution

Positions	Teaching faculty						Non-teaching staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned By The UGC/University/State Government <i>Recruited</i>		01		05	01	04	05	03	-	-
Yet to recruit				01		01	01	01		
Sanctioned by the Management/Society or other authorized bodies <i>Recruited</i>					01	04	05	02		
Yet to recruit						01		01		

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt							
Ph.D.		01		05	-	03	09
M.Phil					01		01
PG						01	01
Temporary teachers							
Ph.D.					01		01
M.Phil						01	01
PG						02	02
Part-time teachers							
Ph.D.							
M.Phil							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College

Thirty Guest Faculty engaged with the college.

23. Furnish the number of the students admitted to the college during the last four academic years. 2011-12, 2012-13, 2013-14, 2014-15

Categories	Year-1 2011-12	Year-2 2012-13	Year-3 2013-14	Year-4 2014-15

	Male	Female	Male	Female	Male	Female	Male	Female
SC	-	127	-	126	-	136	-	183
ST	-	8	-	01	-	01	-	0
OBC	-	211	-	157	-	198	-	278
General	-	128	-	122	-	100	-	134
Others (minority)	-	143	-	191	-	182	-	73

24. Details on students enrollment in the college during the current academic year.

Type of Students	UG	PG	M.Phil	Ph.D	Total
Student from the same state where the college is located	700 (B.A. and B.Ed)				700
Students from other states of India	nil				nil
NRI students	nil				
Foreign Students	nil				
Total					700

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(Unit cost= total annual recurring expenditure (actual) divide by total number of students enrolled

(a) Including the salary component 18420.00 Per unit (2014-15)

(b) Excluding the salary component 5703.00 per unit (2014-15)

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No



If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes

☐

b) Name of the University which has granted such registration.

c) Number of Programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes

☐

No

☐

28. Provide Teacher-student ratio for each of the programme/course offered –

Course : B.A. 700: 12 and B.Ed. 100: 6

29. Is the college applying for

Accreditation:

Cycle 1

☒

Cycle 2

☐☐

Cycle 3

☐

Cycle 4

Re-Assessment:

(Cycle refers to first accreditation and Cycle 2, Cycle 3, Cycle 4 Refers to re-accreditation)

30. Date of accreditation* (Applicable for Cycle2, Cycle3, Cycle 4 and re-assessment only)

Cycle 1 :(dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 2 :(dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3 :(dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 4 :(dd/mm/yyyy) Accreditation Outcome/Result.....

* **Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

31. Number of working days during the last academic year - 2014 -15

227

32. Number of teaching days during the last academic year – 2014-15

(Teaching days means days on which lectures were engaged excluding the examination days)

148

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC 19th September 2014 (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Report (AQAR) to NAC.

AQAR (i)(dd/mm/yyyy)

AQAR (ii)(dd/mm/yyyy)

AQAR (iii)(dd/mm/yyyy)

AQAR (iv)(dd/mm/yyyy)

35. any other relevant data (not covered above) the college would like to include (Do not include explanatory/descriptive information)

Criteria wise inputs

Criterion I : Curricular Aspects

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

St. Joseph's Girls Degree College, Sardhana, established and administered by the Congregation of Jesus and Mary in 1981, focuses on the integrated, all round education, one that is intellectual, cultural, social, emotional, physical, aesthetic, moral and spiritual. The institution is committed to the promotion of a more just and humane society in the country.

Vision :

The vision of the institution is to make God known and loved by means of human values in all social milieus, to facilitate and empower the women of rural and socially backward areas with opportunities to recognise and develop their hidden talents through education and co-curricular activities and thus enable the students to meet and face the demands of the global world educationally, socially, culturally and economically through the motto, "कर्मणेव हि संसिद्धि)"

Mission :

The mission statements of the college are as follows –

- To make students aware of God, sacredness of life and the need for prayer.
- To continue the tradition of working for justice, peace and empowerment of women and the poor through.
- To sensitize the students to the needs of society in the changing global world with a holistic approach to the education, both inside and outside the class-room.
- To promote a true knowledge of life among the girls and motivate them to change their mindset for a better quality of life.

- To provide staff and students the best possible opportunity for academic proficiency and growth.
- To inculcate in the students the dignity of human life in all its aspects without any distinction of caste, creed and culture.
- To help the girls to be independent, responsible, well-balanced and efficient women and to be a source of blessings in the family and society as daughters, life-partners, mothers and creators of happy homes through quality higher education.
- To encourage them to cherish and nurture the national and social heritage and culture of the country.
- To prepare them to grow into women having a purpose of life and determination to overcome hardships and trails following the path of goodness.

Objectives : The objective of the college is to achieve the stated vision, motto and mission through dedication and hardwork and its action plans and their implementation through relevant activities.

The vision, mission and objectives of the institution are communicated to the students, teachers, staff and other stakeholders through

- The Annual prospectus of the college
- Orientation programme for the staff and students
- Academic calendar
- College Magazine
- College Website
- College Notice Board
- Display Boards
- The Principal and the staff have a meeting at the beginning of academic session and decisions are taken to communicate the vision and mission of the college orally to the students.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

- The curriculum is designed and developed by the C.C.S. University, Meerut. Senior faculty members of the university are the members/ conveners of the Board of studies. Some of our faculty members have been the members of the Board of studies, C.C.S. University,

Meerut, and made their substantial contribution in their respective subjects in the designing and updating of the curriculum as per need and guidelines of U.G.C. All the senior faculty members take an effective role in giving their suggestions about the updation and development of syllabus in their respective subjects to the convener/ members of the Boards of studies.

- The principal conducts staff meetings with all the faculty members and develop academic activity plans for the coming academic session. Deadlines for the completion of the syllabus are decided. Classes are decided according to the units.
- Tests are planned and given to students. They are monitored by all the faculty members in their respective subjects. The students have to appear for these tests which enables them to revise the subjects regularly.
- Assignments are given to the students based on their syllabus and the faculty members help them by advising about reference books available in the library.
- Home-examination is also conducted every year for the students towards the mid of the academic session to make the students capable of assessing their level for the main examinations. Teachers help them in improving their level by suggesting their mistakes and the ways to improve them.
- Quiz based on the syllabus are also conducted by all the teachers which enable the students to have the deep knowledge of the subject and develop their communication skills.
- Feedback is collected from the students by the Head of the institution and the necessary measures are taken to improve the teaching and learning methods.
- The institution takes care in providing adequate space, teaching tools like green boards, dias etc. and has developed one room into technology room whereas faculty can give their power-point presentation according to their needs.
- The college also inspires and promotes the basic knowledge of computer and Internet to enable the students to surf on the internet and acquire more knowledge.

1.1.3 What type of support (procedural and practice) do the teachers receive (from the University and /or

institution) for effectively translating the curriculum and improving teaching practices?

- The college is affiliated to Chaudhary Charan Singh University, Meerut U.P. The university designs, develops and updates the entire course syllabus, examination pattern, question pattern, practical examination system and provide it to the colleges. Whenever there is some change in the syllabus, the University informs the affiliated colleges adequately and the teachers inform the students about the changes in the syllabus.
- The institution allows her teachers to participate in different seminars / workshops/ orientation/ refresher organised by either the affiliated colleges of the university or the colleges affiliated to other Universities or the University itself to update their knowledge and get familiarized with the new trends in teaching and learning and thus improve their teaching. The teachers actively participate in such seminars/ workshops and also give their suggestions regarding the syllabus.
- The college provides the well-stocked, and automated library, Internet facility, photostat machine and seminar hall, equipped with LCD projector to conduct the departmental programmes. This year, the institution also conducted the orientation programme in computer for the teachers to make them enable to use the modern technology like power-point presentation. Display-Board by all the deptts. are used to cater information regarding admission, teaching schedules or the other information about other programmes to the students.
- The institution permits the teachers to conduct extra classes to revise or complete the syllabus if necessary.
- Assignments, monthly tests, essay-writing competitions seminars in inter-departments, poster-competitions, projects, exhibition, debates, symposiums, extempores, quiz and group-discussions help in effectively translating the curriculum and improving teaching practices.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and translation on the Curriculum provided by the affiliating university or other statutory agency.

- The affiliated colleges have to follow strictly the syllabus designed and developed by the University. Some of our senior faculty members of Board of studies and have contributed substantially to the curriculum designing as per the need and guidelines of U.G.C. Besides this, all teachers provide their suggestions to the convener in seminars and workshops and thus contribute to the curriculum development process.
- Seminars, Quiz, essay competitions, group-discussions, debates, exhibitions, computer-literacy programmes are organised from time to time, keeping in mind the syllabus.
- Students are provided the latest knowledge in their field of study. Teachers and librarian help the students in consulting the reference books and the latest journals.
- The institution provides, well stocked library equipped with computer, internet and photo-stat machine within our limited resources and thus ensures the effective curriculum delivery.
- The college also organises computer skill orientation programme for the teachers to make them able to use modern Audio-visual techniques in the classrooms.
- Educational tours are also conducted from the point of view of giving practical knowledge to the students.
- Teachers are encouraged to publish their papers and participate in higher level academic activities.

1.1.4 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

- Unified syllabus given by the University is applied by the college.
- The institution does not have network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum.

1.1.5 What are the contributions of the institution and /or its staff members to the development of the curriculum by the University? (Number of staff members/ departments represented on the Board of

Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

- The following faculty members represented the University Board of studies in their respective subjects :
 1. Dr. Manjree Chandra – Dept. of Home Sc.
 2. Dr. Archana Vishnoi – Dept. of Sanskrit
 - All the faculty members are free to send their suggestion.
 - Feedback from the stakeholders i.e. the students, parents, alumni, management is sought and conveyed to the concerning authorities.
 - In the designing of syllabus, our senior teachers actively participate by giving their suggestions to the concerning authority.

1.1.6 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it ? If 'yes' give details on the process ('Needs Assessment, design, development and planning) and the courses for which the curriculum has been developed.

The institution is affiliated to C.C.S. University, Meerut and required to follow strictly the syllabus designed and developed by the University Board of studies. The institution does not play any role in developing curriculum for any of the courses offered though the senior teachers take part in giving their suggestions to the members in planning and designing of the curriculum of the University. However, the teachers are informally involved in designing the curriculum by giving their suggestions to the members / conveners of University Board of studies.

1.1.7 How does institution analyze / ensure that the stated objectives of curriculum are achieved in the course of implementation ?

- All the action plans and activities of the institution are student-centric so that the stated objectives of curriculum are achieved in the course of implementation.

- The main objective of the institution is to cater moral values through education to the students and guide them to the stages of womanhood so that they could become good life partners, good mothers and good citizens. Everyday assembly followed by the talks on the current, social, burning issues of the day develops a sense of belonging and oneness and their duty towards society.
- Irrespective of caste & creed, the institution provides ample and equal opportunities to the weaker and economically backward classes to achieve higher education and develop their skills and practical knowledge. Seminars, assignments, exhibitions, group-discussions, debates, extempores are conducted to monitor the overall progress of the students.
- Students involvement and performance is monitored through the monthly tests and home-examination. Some of our students have achieved positions in the University Merit list in the past. Overall good academic results in the university examinations make the institutions unique in itself.
- The college also monitors the feedback system which improves the teachers' performance and ensures the completion of the syllabus in time. The feedback from the teachers, students and the parents contributes to the upliftment of the academic standard of the institution. Past academic results are a testimony of the growth and excellence of the college.
- The college focuses on the all round development of the students. Besides the academic activities like assignments, speech competitions, debates, exhibitions, poster competitions, the college develops the overall personality of the students through various extra-curricular activities (dance, singing, acting) sports and social awareness programmes. The extension services like N.S.S., N.C.C. and Scout and Guide sensitize the students to the problems of the society by conducting community oriented programmes.

1.2 Academic flexibility –

1.2.4 Specifying the goals and objectives give details of the certificate / diploma / skill development courses etc. offered by the institution.

- The college established amid the rural area and setting has her main objective to empower the girl students and impart such moral and spiritual values to them that they could build a healthy society. Nine course options at the undergraduate level in Arts, Humanity are offered along with a few compulsory courses like physical education, general awareness, Bhartiya Sanskriti and Rashtriya Gaurav. Keeping in mind the need of the hour, almost eight years back, the institution started B.Ed. college with a perspective to give professional efficiency to the students and make them able to get a job.
- Courses at UG level :
- The college takes care in introducing short term courses like cookery courses, candle-making courses, art and craft courses, speaking courses in languages, computer literacy programme, courses in Martial Arts and Yoga etc. to enhance the skills and abilities of the students.

1.2.5 Does the institution offer programmes that facilitate twinning/ dual degree? If yes, give details.

The institution does not offer such courses that facilitate twinning/ dual degree.

1.2.6 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills.

The institution being affiliated to C.C.S. University, Meerut follows the rules and regulations of the affiliating University and offers choices for the subjects in U.G. programme as:

• **Subjects opted by the college**

The institution offers nine subjects at U.G. level and the students can opt for a combination of three subjects from the Arts group. The subject of Physical education is mandatory for all the students. All the elective, compulsory subjects and optional subjects offered by the University and opted for by the college at U.G. level are as follows :

(i) **UG level :**

- (a) **Elective subjects** : Hindi, English, Sanskrit, Political Science, History, Home Sc., Economics, Sociology, Drawing and Painting.
- (b) **Compulsory Subjects** : Physical education, Bhartiya Sanskriti and Rashtriya Gaurav, General Awareness, Environmental study.
- (c) **Optional Subjects** : Gen. Hindi, Gen. English, Gen. Sanskrit.
- (ii) **B.Ed.** : The institution also runs B.Ed. Course in self finance scheme with a motto to provide professional efficiency to the girls in a rural area like Sardhana and make them capable to get a job.
- (iii) Though the institution does not offer any enrichment course yet the short term courses, run by the institution like training in computer basics, cookery courses, tie and dye courses, Arts and craft, educational tours, departmental seminars, symposia on topics of academic and social significance, Marshal Arts, Yoga & different sports help the students in enhancing their skills and talents.
- (iv) The teachers counsel and guide the students about the selection of the subjects at U.G. level and career guidance to the outgoing U.G. students and pave the way for B.Ed. students by helping them in getting jobs.
- (v) As the affiliating university CCS University, Meerut has not introduced Choice Based Credit System (CBCS) for any of its programme, the institution also does not offer CBCS for her U.G. programme.
- (vi) Extension services like N.S.S. B.A. level and Scout and Guide at B.Ed. level help in preparing the students to be ready to serve society.
- (vii) Courses offered in modular form : In 2011-2012 the syllabus in all the subjects was re-designed, and redeveloped and divided into units except in Drawing and painting course.
- (viii) Lateral mobility – The admission to UG programme are done by the University on the merit basis and the colleges are allotted to the students according to their choice and merit list. Admission to a subject/ elective option which he/she did not study at 10+2 level is also permissible by the CCS University, Meerut. The students can be transferred from one college to other within the University with the same

- subjects conditional to the vacancy of seats and eligibility.
- (ix) Vertical mobility : Students can opt for Arts courses subject to availability of vacant seats who studied science in 10+2.
 - (x) Credit transfer and accumulation facility : C.C.S. University, Meerut does not provide credit transfer and accumulation facility.

1.2.7 Does the institution offer, self-financed programmes, If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

As per the rules and regulations the self financed programmes offered by the college are as follows :-

- (A) **U.G. Course –**
Three subjects in Art stream under B.A. section– Sociology, Economics and Drawing & Painting were introduced in self-financing scheme in 2005 at UG level. Admission to these subjects is based on merit basis through online registration in the university. College is receives the merit lists from the university. There is no difference in the curriculum adopted for the self financing courses at UG level. Their fee structure is different from the general courses the fee is according to the norms of university. The teachers are appointed as per UGC norms. The institution has qualified teachers holding Doctorate Degree.
Fee Structure : Fee structure of self-finance courses is prescribed by finance committee of the affiliating university with the flexibility that the college may take even less than the prescribed one.
- (B) **B.Ed. :** The institution also runs B.Ed. course in self-finance scheme where 50% admission is done under minority quota by merit basis and written examination, other 50% students get admission according to NCTE rules and regulations. Curriculum for B.Ed. in self-finance is designed and developed by NCTE.
- Teachers qualification is in accordance with the norms set up by NCTE. The teachers are well-

qualified and well-versed in their respective areas. All of them are M.Phil/ M.Ed./ pursuing Ph.D. They fulfill the norms decided by NCTE.

- **Salary :** As per university guidelines and the budget conditions.

1.2.7 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets ? If 'Yes' provide details of such programmes and the beneficiaries.

The college does not have any registered skill programmes as such but the college is giving ample opportunities in cooking, stitching, painting, computer classes, candle making, rangoli and art and craft workshops are for the benefit of students to provide additional skills beside the normal lectures we have.

1.2.8 Does the University provide for the flexibility of combining the conventional face-to-face and distance mode of education for students to choose the course/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students ?

The University does not provide for the flexibility of combining the conventional face-to-face and distance mode of education for students to choose the courses or combination of their choice.

1.3 Curriculum Enrichment –

1.3.4 Describe the efforts made by the institution to supplement the University curriculum to ensure that the academic programmes and institution's goals and objectives are integrated ?

To implement and translate the institutional motto, goals and objectives, we have made out efforts in the following ways :

- Assembly is conducted daily, followed by inter-religious prayers, newspaper headlines, thought of the day and live discussions on the social burning problems of the day to

promote the feeling of oneness or Unity in diversity and a sense of duty towards society.

- The curriculum, framed and administered by C.C.S. University, Meerut provide access to the knowledge of Indian cultural heritage through compulsory courses like Bhartiya Sanskriti and Rashtriya Gaurav, General Awareness, Environment and population. These compulsory courses help the students in their self-development, community and national development and environmental awareness. Another compulsory course physical education ensures the physical fitness of the students through exercise, yoga, sports, indoor and outdoor games and theoretical knowledge also because healthy mind lives in a healthy body. The institution has appointed a qualified games teacher under whose expertised guidance all these activities are carried on and thus the healthy sportsman spirit is developed in the students.
 - Computer literacy is provided to the students on a nominal fees to make the students aware of modern technology.
 - Electoral process of student union and orientation help the students understand the political set up of the country and create an awareness of their duties and responsibilities to their country.
 - Through literary activities like quizzes, speech competitions, elections, exhibitions, assignments, poster-competitions, essay writing, debates and extempores and the cultural activities like dances, skits, dramas, the institution aims at the all-round development of the students.
- Extension services like N.S.S. and Scout & Guide help in sensitizing the students to the burning problems of the society by making them work in slums/ rural areas.
- All the faculty members keep attending seminars / workshops / conferences from time to time and provide their valuable suggestions regarding the curriculum to the senior teachers / members/ conveners of University Board of studies and thus play a part in the designing and development of the curriculum.
 - Thus the principal with the staff tries to ensure that the curriculum framed by the University is supplemented in such a way that the academic programmes and Institution's goals and objectives are integrated.

1.3.5 What are the efforts made by the institution to enrich and organise the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market ?

The institutional efforts to enrich and organise the curriculum to enhance the experiences of the student so as to cope with the needs of the dynamic employment market are as follows –

- Feedback from the students help the institution analyse the needs of the students and through the senior faculty members communicate their recommendations to the members / convenors of University Boards of Studies.
- The career guidance cell help the students in the selection of the subjects at Undergraduate level which could be of greater help to them at P.G. level and after PG in getting job.
- The curriculum is revised regularly by the affiliating university to cater to the needs of world around and distributed to all the affiliated colleges in time.
- The institution takes care in taking every step to meet the challenges for the welfare of the students. To empower the women of the area, the short term (two to seven days) skill-based courses like tie and die course, candle-making, diya making, cookery course, speaking courses in Sanskrit and English are conducted.
- This institution is making efforts to begin B.Com course for the students on the basis of the feedback received from the students, parents and the localites.
- A critical scholarship is developed among the students by assignments and seminars, speech skills are developed and improved by debates, extempores, symposiums and discussions.

1.3.6 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, climate change, environmental education, human rights, JCT etc. into the curriculum ?

The curriculum and syllabi of the university in designed and developed in keeping mind the cross cutting issues such as gender, climate change, environmental education and human rights.

Environmental education, as a compulsory foundation subject for all the UG students, sensitizes the students about environmental and climatic issues. Besides this N.S.S., N.C.C., Scout and Guide and Nature Club also focus on activities to make the students conscious. Resource persons are invited to deliver talks. The students are encouraged to plant the trees in the campus and out of the campus.

All three literatures : Hindi, English and Sanskrit, Economics have the gender related issues / topics related to human rights.

We have one smart room equipped with the necessary infrastructure. Our teachers use ICT techniques in teaching according to the need to enable students to learn through ICT. Despite our meagre means we do our level best to keep our students well-acquainted with ICT learning.

1.3.7 What are the various value-added courses / enrichment programmes offered to ensure holistic development of students?

To imbibe the cardinal principles in the lives of the students and ensure the holistic development of students, the institution organises the following activities to develop skills of students :

Moral and Ethical values : Assembly is daily conducted. Through prayer, the students are motivated to strengthen their belief in God.

The institution inspite of being a minority college pays equal respect to all the festivals and inspires the students to celebrate them with equal respect and zeal and thus promotes the feeling of oneness or unity in diversity.

Inter religious / secular prayer services are conducted on religious festivals. These prayer services evoke the feeling of nationality and tolerance among the students.

The two units of N.S.S. visits to Old Age Homes, physically and mentally challenged organisations, leprosy Ashrams, Jyoti Niwas, Deaf and Dumb school, blood donation camp, vote awareness rally and Scout and Guide conduct many community oriented programmes and motivate the students to go into the slums and take up the cause of the social service. Annual NSS camps provide the students an opportunity to live with the Community and

know their problems and work for them. Faculty members also take part in inspiring them for the social cause.

Moral-science education is also imparted to the students by conducting moral classes in the morning. The institution takes care in infusing humanism in them and thus develop them into God-fearing persons.

The institution aims at knowledge building among the students foundation course like Bhartiya Sanskriti and Rashtriya Gaurav, General Awareness, Environmental Education and physical education not only sensitize the students to the cause of society but also increase their knowledge. Educational tours also increase their knowledge along with the entertainment, community visits and interactions with the people evoke the feeling of responsibility on one hand and enhance their knowledge about the society on the other hand.

Employable and life skills : The institution does not ensure employability at under-graduate level but prepares them for competitive exams through quiz competitions, debate and essay writing. It also tries to help the B.Ed. students by getting in touch with the reputed school to get jobs after the completion of their professional degree. Short term training courses in candle-making, diya-making, best use of waste, paper-bag making, salad-decoration, rangoli, Alpana making, dying and printing, embroidery, metal painting, oil-painting, gel and floating candle, jewellery making, paper weight develop employability and skills of students.

Better career options : The institution is able to guide and mentor the students through career guidance to opt for a better career and provide opportunities for them. The teachers motivate the students to opt for better career in their respective subjects.

Community Orientation : Extension services of the institution like N.S.S. and Scout/ Guide, encourage and guide the students to participate in social services / community orientation programmes dying and printing, embroidery, metal painting, oil painting and floating candle, jewellery making, paper weight. Small skits, Nukkar natak, lectures, discussions are conducted and planned and students are motivated to participate in them more and more and thus be sensitized to the weaker

sections of the society. These units conduct and participate in social activities throughout the year.

1.3.8 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum ?

All the faculty members take the feedback from the students and on its basis try to convey their important suggestions to the senior teachers who are the members or convener of Board of studies for example – syllabus for B.A. English was reviewed, re-designed and updated in 2011-12 according to the need of the hour after much discussion and meeting among the Home Sc., English teachers of C.C.S. University, Meerut.

1.3.9 How does the institution monitor and evaluate the quality of its enrichment programmes ?

The institution does not offer any enrichment programme. Though it conducts short term training courses like one week training in Yoga, Martial Art, training for Batik or tie and die, screen-painting, candle-making, diya decoration, salad decoration, flower arrangement, speaking course in Sanskrit and English etc. These programmes are conducted by the institution on her own to empower the girl students of the rural area. In 2012 remedial classes and tutorials were also organised with the help of UGC under the 11th plan.

The institution also conducts monthly tests and one home-examination to monitor the students performance and evaluate them. On the basis of their performance the students are advised and counseled by their teachers to improve their performance in the Annual Exams.

1.4 Feedback system –

1.4.4 What are the contributions of the institution in the design and development of the curriculum prepared by the University ?

The institution is affiliated to Chaudhary Charan Singh University, Meerut and has to follow the curriculum designed and developed by the University and UGC. Some

of our faculty members have been convener / member of Board of studies C.C.S. University, Meerut in the past and contributed to the framing and development of the curriculum.

The curriculum is updated, approved and finalised by the University. Some of our teachers hold important positions in their university subject association and they analyse, discuss and forward their opinions through their associations. English syllabus was accordingly, revised, updated and finalised by the University in 2011-12. Our mission is to impart education to all the girls irrespective of their caste and creed and enable them to stand on their own.

1.4.5 Is there a formal mechanism to obtain feedback from students and stake holders on curriculum ?

If yes, how is it communicated to the university and made use internally for curriculum enrichment and introducing changes / new programmes ?

The college has an in-formal way of getting feed back from students and stakeholders on curriculum by asking them to fill up the questionnaire time to time and asking their views in informal way. But from last year onwards we have started keeping the record on this issue to get feed back on curriculum. Student council's meetings are called and the principal, staff members interact with the students and take feedback from the students. From the present session 2015-16 we had the formal mechanism to obtain feedback by preparing a questionnaire format for the students and parents separately. Whenever the parents come to the college, the principal and staff take pains in interacting with them knowing their opinions about all the activities of the college.

- As an affiliated college, the college does not have freedom to enrich its own curriculum. Through our pedagogy we try to enrich the curriculum by interconnecting all the subjects with one another.

Social workers, print and electronic media, bank personals, doctors, Govt. agencies are invited from time to time to make the students aware of new Govt. policies, new theories, techniques, opinions, ideologies and thus enrich the curriculum designed by the University.

Feedback is received from all the stakeholders, for example general surveys were done, interaction with the students and with their parents was done. On the basis of feedback from and interaction with the students and their parents, the college has planned to begin B.Com course in this rural and backward area like Sardhana with a motto to upgrade the life of the girl students and thus empower them against all the injustices.

1.4.6 How many new programmes / course were introduced by the institution during the last four years ? What was the rationale for introducing new courses / programmes ?

The institution has not introduced any new programme / course during the last four years. Reviewing the latest market trends the college has planned to introduce B.Com and has also started the procedure for it. The college desires for and is intent to empower women by education.

Criterion II :Teaching –Learning and Evaluation

2.1 Student Enrolment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

St. Joseph's Girls degree College is the only girls college in the territory of Sardhana and near by villages. The institution has created an authentic goodwill and worked for years for the upliftment of women through education in and around the rural area of Sardhana. Being the Christian Minority institution run by Religious sisters of Jesus and Mary, we are dedicated to the mission of enlightening and improving the living conditions of women of the area through quality education. Besides, the institution ensures publicity and transparency in the admission process in the following ways -

- **College Prospectus**
The institute publishes the annual prospectus which contains detailed information about the Vision and Mission, Goals, Objectives, and details regarding courses (B.A. and B.Ed.), fee structure, academic calendar, facilities available and admission process. The prospectus is provided to all the students who aspire for admission in the college.
- C.C.S. University, Meerut advertises the admission schedule for all affiliated colleges in leading local / national daily newspapers. The university has adopted online admission process for last four years. Admission dates and the provision for downloading the application form are given in the local/state daily newspapers and website.
- The institution provides information regarding the admission process by displaying it on the college notice board.
- The institution also publicises the admission method through word publicity and face to face interaction with the students.

Transparency is the prime concern of the college. The institution ensures transparency in the following ways :

- The institution adheres strictly to the rules and regulations concerning admission for UG courses. The university follows the online admission method. The students apply online for admission giving the choice of three degree colleges. On the basis of merit and availability, the university allots the college to the candidate.
- The institution, being a minority college has the right to give 50% admissions to the students of minority status directly with qualification set by the university. It gives advertisement in the leading news paper for the admission.
- B.Ed. is run by the institution under self-finance scheme. Common Entrance Test is held by various universities of U.P. in rotation. The common merit list is declared and candidates are invited for counselling according to their merit by the concerned University. Students opt for the colleges of their choices. Our college being a minority institution has the right to give 50% admissions to the minority students directly and 50% through counselling.
- For UG subjects in B.A. the university declares merit lists and on the basis of that merit list the colleges are distributed to the students. The institution displays the list of all those students on the college notice board. The university closely monitors and supervises the process. Thus total transparency is ensured at all stages of the admission process.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) Common Admission Test conducted by State Agencies and National Agencies (iii) Combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the institution.

St. Joseph's Girls degree College offers B.A. and B.Ed. programmes.

UG Programmes

B.A. level -

The college offers UG programme in Hindi, English, Sanskrit, Pol. Sc., History, Economics, Sociology and Drawing and painting and adheres strictly to the instructions and guidelines provided by C.C.S. University, Meerut. For last four years the university follows on-line admission process. Students register themselves at the University website www.ccsuonline.nic.in. after the notification of the dates of application by the University. The university prepares the merit list in accordance

with the respective eligibility criteria. Based on this merit list and in tune with the university rules and regulations,, the institution grants admission. Merit lists prepared by the University are put up on the college notice board from time to time. The recommendations of the U.P. Govt.and university guidelines are followed in relation to reservation of various categories of students. The distribution of seats is as follows :

Merit/General – 50%, OBC-27% and SC/ST- 23% students.

B.Ed. level-

B.Ed is run under self-finance scheme. The university publicises the dates of application and entrance exam in the local/state daily newspapers. The common admission test is held by various universities of U.P. in rotation. The common merit list is declared and candidates are invited for counselling according to their merit. Students opt for the colleges of their choices. Our institution, being havig a minority status, grants 50% admission to the minority students and 50% through counselling. Even the minority students are admitted on merit basis.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city / district.

The institution follows strictly all the rules and regulations laid down by U.P. State Govt. and C.C.S. University, Meerut U.P. and adopts the same eligibility percentage for admission at entry level for Under graduate & B.Ed. course. The details about the minimum and maximum percentage of marks for admission at entry level are in the following table:

Year	Programme	Total No. of Registration	Total admission	Percentage Max/Min.
2011-12	B.A.-I	357	204	93/47
2012-13	B.A.-I	377	240	91/49
2013-14	B.A.-I	468	229	87/42
2014-15	B.A.-I	649	272	92/43

2011-12	B.Ed.	50+55	100	72/50
2012-13	B.Ed.	50+58	100	80/50
2013-14	B.Ed.	44+37	81	75/50
2014-15	B.Ed.	09+50	59	82/50

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually ? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process ?

- A record of profiles of selected students is maintained in soft copy as well as hard copy by the office staff and admission committee.
- The admission committee reviews the admission process and the profiles of the students. Subject-wise seats are chalked out and an eye is kept on the whole admission process to avoid the false admissions. This mechanism in the institution contributes to transparency in the admission process.
- Reservation policies are strictly followed as per provision of U.P. Government and university guidelines.

2.1.5 Reflecting on the strategies adopted to increase / improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion. SC, ST, OBC, women, differently abled, economically weaker sections, minority community, any other.

The institutional vision statement preferably aims at the upliftment of the marginalised. Our admission process, curricular, co-curricular activities are planned in view of our vision, mission and motto. Student profiles demonstrate / reflect the national commitment to diversity and inclusion in the following ways :

SC/ST

- 23% seats are reserved for them. There is a provision of scholarship by U.P. Government for them.

OBC

- 27% seats are reserved for the students hailing from OBC.

- Fee concession, Book Bank facility and government scholarships are provided to students belonging to OBC.

Women

- St. Joseph is a girls college and aims at women empowerment. Its chief aim is to prepare women for their versatile roles in the society.

Differently abled

- The reservation policy for differently abled students is followed by the institution as per norms of Govt./University. 3% seats are reserved for them.
- For the convenience of differently abled students, the institution provides the facility of ramp, special set of furniture, and western washrooms.
- Teachers and the students provide help to these students in getting books issued from the library.
- Polio-afflicted students classes are held on the ground-floor. They are also given the facility of solving their question paper on ground-floor during exams.

Economically weaker sections

- Fee concession, Book bank facility and scholarships are available to them.
- The institution gives them the facility of paying college fees in installments according to their convenience. Even if they fail to pay all the installments, the institute tries to support them by not detaining them from appearing in the exams.

Minority community

- Financial assistance, is provided to students of minority community by providing JM scholarship on merit basis.

B.Ed.

- Students belonging to SC/ST category get admission on Zero fees.
- Scholarships are also provided to them by the Government.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends i.e. reasons for increase / decrease and actions initiated for improvement.

Overall the institution has a goodwill because of availability of qualified teachers, student-centric teaching-learning methods and transparent policies. Infrastructural facilities are augmented from time to as per needs.

Details for various programmes offered by the institution show the trends of admission.

Program me	No. of Applications received				No. of Students admitted			
	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15
B.A- I	357	377	468	649	204	240	229	272
B.Ed.	50+55	100	50+58	100	44+37	81	09+50	59

2.2 Catering to Diverse Needs of Students

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard ?

1. The institution takes appropriate measures to cater to the needs of differently abled students and ensure adherence to government policies in this regard. The administrative office and some of the class-rooms are located on the ground floor. The institution provides ramp facility, European toilets to such students. Though the library is located on the first floor, the teachers, and the other students are always ready to help and guide them. Subject teachers also pay special attention to them.
2. B.Ed. department is located at second floor. If there is any differently abled student, the teaching staff, the administrative staff and the other students take care in extending helping hand to them.
3. Though very few differently-abled students had been in the college, yet the institution always tries to cater to the demands and needs of such students.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme ? If 'yes', give details.

Students admitted to the college hail from different villages as the institution stands alone in terms of only girls college in the whole of Sardhana town. They are taken care of by the admission committee. The institution assesses the students' needs in terms of knowledge and

skills before the commencement of the programme in the following ways :

- Oral and written tests are conducted to assess the students.
- Quiz and group discussions are held to check their aptitude and interest.
- All subject experts provide comprehensive advice concerning the selection of the subjects.
- The institution also assesses their skills in different fields through various activities like singing, dancing, speaking, debates, acting, drawing and painting, craft etc. and nurtures them through guidance and motivation.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice ? (Bridge / Remedial / Add-on) enrichment courses etc.

The strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice are as follows :

- Introduction classes in all departments are conducted by all the subject experts. As the students belong to various background (mental, economic and social) the institute focuses on their subject requirements and initiates accordingly.
- Group-study is promoted and encouraged. Written tests and interviews with the students help in identifying the slow learners and then club them with the meritorious students. Advanced learners are asked and encouraged to help the slow learners.
- If there is a need, special tutorial classes are also conducted by the subject-teachers for the slow learners.
- The principal and the teaching staff interact with the students, find out their problems and suggest the ways to overcome them.
- Grievance Redressal cell takes care in resolving the psychological problems of the students and thus tries to boost up the self-confidence of the students.
- Extension services like N.S.S. and Scout/Guide provide an opportunity to the students to work on the ground level with the rural communities. A seven days N.S.S. camp helps the students in interacting with the marginalised

groups of society and thus sensitize them to the ground realities of the disadvantaged groups of society.

- The institution also invites faculties / subjects experts, eminent in their respective fields for the guest lectures, from time to time, to provide the comprehensive knowledge of their subjects.
- Computer classes are also conducted by the institution to provide the basic knowledge of the computer.
- Short term programmes in Yoga, self-defence, personality development, rangoli, craft, etc. conducted by the institute, now and then, focuses on the all-round development of the students.

2.2.4 How does the college sensitizes its staff and students on issues such as gender, inclusion, environment etc ?

The college sensitizes its staff and students on issues such as gender, inclusion, environment in the following ways :

- Theme based daily assembly is conducted by each department turnwise wherein the social problems like dowry, female foeticide, gender discrimination, women issues etc. are discussed.
- Various academic, co-curricular and extra-curricular activities like debates, talks and symposiums on the subjects like women and girl -child safety, women empowerment, equality among men and women etc. are organised and students are encouraged to participate in them.
- Environmental studies as a subject is a part and parcel of the syllabus of C.C.S. University Meerut. It is mandatory for all UG Part-I students. N.S.S., N.C.C., Scout and Guide and eco club organise many programmes like tree plantation in the college premises, skits, poster making, guest lectures, debates, talks and discussions on environmental issues. The college itself is surrounded by wide variety of trees like Mango, Ashoka, Eucalyptis and Neem, well maintained gardens, lush-green grounds reflect an eco-friendly atmosphere and thus contributes to carbon neutrality.
- Celebration of World Women Day on 8th March, Girl Child Day on 8th September, youth day on 17th Nov. and Energy conservation day on 14th Dec are a few examples.
- A seven days and nights N.S.S. camp, by providing an opportunity to the students to live among the rural

communities, sensitizes and exposes the students to the ground reality and makes them aware of the social problems of the day.

- Political science and sociology departments sensitize the staff and students by organising debate on Human Rights.
- Women cell in the college also organizes talks, debates, ppt presentations, skit and essay competition related to the issues such as genders, inclusion, environment etc.

2.2.5 How does the institution identify and respond to the special educational / learning needs of advanced learners ?

As stated above, the Institution identifies its students brilliant or weak separately through tests (oral and written), assignments, group discussions, interactions and extempore. Their distinguished qualities are also reflected during academic activities more effectively. Teachers during their lectures also identify the advance learners by observing the student. In this way the advance students are categorized and treated accordingly. They are supported in such a way so that they may secure higher marks by adopting special techniques of study. Their special need of knowledge is full filled through speaking courses also. Sometimes advance learner is appointed as group leader to provide help to the weak students. In this way, the efforts are made and sense of co-operation is developed among the students.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)

- The teachers identify the performance and quality of students during their lectures in the class rooms.
- Students undergo through the different methods of evaluation such as oral responses, interactions and written assignments. In this process the slow learners are motivated by giving extra counselling.
- The advance learners are praised and encouraged to acquire the benefits of latest advance technology such as internet, e-books etc. to bring out their full potential.

- Through maintaining the balance among the weaker students (intellectually or socially), the risk of drop outs is removed.
- Library is also the source of help for both types of students.
- Revision method and delivery of summarisation of the lecture and demonstration in practical subject also help those students who belong to the socially disadvantaged, physically challenged, slow learners and economically weaker.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organise the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

- CCS University releases academic calendar in the beginning of every academic sessions containing dates of admission, commencement of classes and annual exams.
- Besides following the calendar provided by the University, Institution itself makes its own calendar in the beginning of each academics so that unit based syllabus may be completed timely and effectively.
- Teachers conduct unit-wise oral and written tests, group discussions, quiz to test the learning and grasping power of the students.
- In the month of January home exams are conducted to evaluate the learning of the students.
- The students are given instructions regarding evaluation and calculation of marks according to their performance.

In this way the students are prepared for their annual exams conducted by the University in the month of March.

2.3.2 How does IQAC contribute to improve the teaching — learning Process?

The IQAC was formed on 15th march 2014 and it was re-constructed on 19th September 2014. IQAC is consisting of the following members :

1- Dr.(Sr.) Christina Louis

Principal of the College

- | | |
|------------------------------------|------------------------------|
| 2- Dr. Meenakshi Agarwal | Director |
| 3- Dr. (Sr.) Meena Naidu | Secretary (Management) |
| 4- Dr.Manjari Chandra | Associate Prof B.A. |
| 5- Dr. Archana Vishnoi | Associate Prof B.A. |
| 6- Dr.(Smt) Anjali Mittat | Associate Prof B.A. |
| 7- Dr. Mahima Sharma | Associate Prof B.A. |
| 8- Mrs. Shuchi Prakash | Asst. Prof. B.Ed. |
| 9- Mr. Asad Galibeen
(external) | Chairman (Municipality) |
| 10-Mr.Ambuj Prakash | Local Businessman (external) |
- The Cell monitors curricular and extra-curricular activities of the Institution and contributes and suggests to improve the teaching- learning process.
 - The Cell remains in touch with students and teachers and collects feed-back from not only students and teachers, but also from a group of parents and stake-holders.
 - The members hold meetings from time to time during academic session.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

To make the learning process more student-centric, the following methods are adopted by the institution—

- Assignments and projects are given to the students.
- They are encouraged, motivated and guided to participate in group discussions, quizzes, debates and seminars organized by the institution and the external social agencies.
- The Institution maintains a well-equipped and automated library. The students are motivated and encouraged to make the optimal use of library.
- The library staff and teachers, give the instructions to the students regarding the best use of the Library.
- Modern learning aids like white board, LCD, Projector, Power- point presentations etc. are used to make the teaching-learning more impressive and effective.
- Students are provided opportunities to exhibit their talents through art and craft and other creative work.
- The students are provided the basic knowledge of computer.

- The Institution also exercises inter-disciplinary approach amongst teachers and students both.
- All the classrooms are well equipped with lecture dias, green boards, chalks, adequate furniture and small staff cabins to do the extra work.
Thus, the teachers help the students learn collaboratedly, independently, critically and with creativity.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The Institution has followed the following measures to nurture critical thinking and creativity to develop scientific temper amongst students-

- Opportunities are provided to the students to participate in debates and extempores on current issues organized by institution and external bodies.
- Students are divided in to groups according to their intellectual levels. The brilliant students are motivated to help the weaker one.
- Unit-based class discussions are carried out by the students under the supervision of faculty membes.
- Various cultural activities are organized on different occasions like freshers' welcome paerty, teachers' day, independence day, NSS day, Gandhi jayanti, Aids day, youth day, Rebulic day along with festive celebrations etc. and thus the students are encouraged to come out with their innovative skills.
- College management organizes motivational programmes for teachers and students to enhance the personality in various spheres.
- Practical subjects provide them an opportunity to empower their skills in family and society as well.
- Critical thinking is developed through multiple-choice questions system followed by the university in B.A. final year.
- Subject related exhibition promote their creativity and innovative aspects.
- The professional course of B.Ed. provide them ample opportunities to be an efficient teacher.
- The institution nututes the scientific temper among the students by inculcating discipline, laying emphasis on time management, ICT awareness and its use, timely

completion of the syllabus, extension activities through NSS, Scout/Guide and Eco Club, participation of students in departmental seminars and of teachers in national/international seminars and symposiums, group discussions and essay writing competitions etc.

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2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The technologies and facilities available and used by the faculty for effective teaching are as follows-

- Traditional lecture method
- Audio-visual aids
- Faculty members bring their own laptops for the Power point presentation
- The faculty members and the students can use internet and downloading facility in the library
- LCD projector, C.TV, OHP, CD players are used
- All the laboratories are well equipped and optimally used by the students and the teachers.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- To achieve advancement in the field of knowledge, faculty is encouraged to participate in seminars and workshops. Library also plays an important role in this respect. Relevant journals, periodical magazines are subscribed and issued amongst the teachers and students to keep them upgraded in all spheres. Short skill developmental courses are organized by the Institution for this purpose.
- Physical fitness programmes like shorter courses of Yog, sports, martial art and computer education are arranged under blended learning. We invite local bodies of learning centres to teach short courses of stitching and show piece making. Experts lecturers, seminars and extempore remain the part of activities provided to the students.

- We also invite subject experts as resource person to enrich the advanced information and knowledge. In these programmes, we include burning social, political issues. Sometimes our seminars are syllabus based.
- Our faculty members attend the workshops organized by other bodies also to enhance their approach towards their subject concerned. Students are also benefited by such participation. Students are encouraged and guided by faculty members to participate in inter-collegiate activities. Faculty members use Internet facility to make them well informed and to train the students accordingly. Faculty also present and publish their papers in the seminars and journals.

2.3.7 Detail (process and the number of students/benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring /academic advise) provided to students?

- Admission committee provides counselling the selection of subjects to the students at the time of admission.
- Grievance redressal cell of the Institution is a support to the students by organizing value based seminars and lectures according to their requirements and by giving solutions to problems and advices to the needy ones.
- Career counselling cell help the students to opt for better career options after completing their graduation/professional course.
- Overall informal and personal evaluation help them in the selection of their career.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Innovative teaching approaches/methods adopted by the faculty:

- Departmental Seminars, workshops and conferences
- Power point presentation

- Traditional ways of teaching
- Use of internet in the library
- Surfing on the internet for the online books and journals which are a common tool of learning

Efforts made by the institution to encourage the faculty to adopt new and innovative approaches:

- Library is automated
- Computer lab was established to provide ICT awareness and its use
- Cabins were made in the classrooms to provide space to the faculty members to guide the students and help the weaker ones
- Teachers are encouraged to learn computers and internet and their use
- Teachers are encouraged and appreciates for adopting the best possible pedagogy which is reflected in the final results of the students

Impact of innovative practices on student learning:

- Students take more interest in the classroom lectures this is evident in their final results
- The confidence level of the students is increased and this helps them in taking up professional courses, PG course as per their need. Many of our students are in respectable jobs after doing professional course/PG course.

2.3.9 How are library resources used to augment the teaching learning process?

The institution is enriched with an automated library having about 15000 books, encyclopaedias, dictionaries, journals, text books, magazines, newspapers, periodicals and CDs. Books are issued to them through the automated process. The library has photocopier also and gives the facility to the scholars, teachers and student to get the reading material photocopied. The teachers and the students can surf on internet for the books and journals as and when required. Books are bought from the market and sometimes shopped online also. The publishers also approach the college and exhibit the books. Books are issued to the staff and the students as per rules of the library and their need and requirement also. The library committee comprising of teachers and students help the students in the convenient use of the library.

examination questions Papers are also kept for the students to help them in preparing for the annual exams.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If, yes, elaborate on the challenges encountered and the institutional approaches to overcome these.

Faculty members are able to complete the syllabus in time. Besides the calendar of the university, the principal also sets the annual calendar of the college by having meetings with the staff. Accordingly all the curricular, co-curricular and extra-curricular activities are planned. Extra classes sometimes are also planned to revise the syllabus and solve the problems of the students.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- The institution monitors the quality of teaching learning on the basis of the feed back collected from the students, parents and teachers.
- Students satisfaction is given the top priority
- All measures are taken to finish the syllabus in time.
- The class tests, unit tests, half yearly exams and annual exam results result make the Institution able to know and evaluate the quality of teaching learning.
- Discussions are carried on by the staff members, their results are analysed and ways to improve themselves are suggested to the students.
- Quiz, group discussions also help in testing and evaluating the students learning.
- Students are also encouraged to participate in curricular, co-curricular and extra curricular activities.
- The Institution takes feed back from student also in written question form which also helps to improve the teaching learning.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and

management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

The Institution being a govt.aided College, follows the UP government selection procedure. Being a Christian minority institution, the institute has certain rights for the appointment of the teachers. The Appointments are done by the management with the consent of university according to the rules and regulations of State Government followed by the norms and eligibility of University and UGC. Selection committee comprised of Principal, two subject experts from the university and members of the managing committee. The posts are advertised in the local/national newspapers, the applications are invited, the interviews are conducted and then the names of selected candidates are sent for the approval of vice-chancellor. Self-financed courses also follow the same procedure.

No compromise is made on the quality of the teachers. Proper facilities are provided to the teachers so that they can give their best.

Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers B.A. AND B.Ed.							
D.Sc./D.Litt							
Ph.D.		01	-	05	-	03	09
M.Phil					01	01	02
PG							
Temporary teachers							
Ph.D.					01		01
M.Phil						01	01
PG							
Part-time teachers							
Ph.D.							
M.Phil							
PG							

Number of Visiting Faculty /Guest Faculty engaged with the College –

The college does not have guest and visiting faculty but they are invited by the departments to give a special lectures to the students, like doctors, bank manager, dramatics, inter-religious talk, professors and lecturers etc.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The institution copes with the growing demand/scarcity of qualified senior faculty to teach new programmes, modern areas of study by giving permission the teaching staff to attend enrichment programmes, international/national seminars, conferences, summer training programmes and workshops. Guest lectures given by senior faculty members are very beneficial. Staff is also given permission to become as resource person/ chair persons.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

To enhance the teacher quality, the institution permitted the staff members to attend international/national seminars, conferences, workshops and they attended – such programmes during the last four years under staff development programmes and –international conferences and seminars. Faculty members also keep on attending different academic events to enhance the teacher quality.

a) Nomination to staff development programme

Academic Staff Development Programmes	Number of Faculty nominated
Refresher Course	6
HRD Programme	nil
Orientation Programmes	6
Staff training conducted by the University	1
Staff training conducted by other institution	5
Summer/Winter Schools, workshops etc.	NA

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- Teaching learning methods/approaches

The college has computers, projectors and audio visual aids. The Principal motivates and teaches the use of these modern techniques of teaching and learning through PPT training workshop.

- **Handling new curriculum**

University revises the syllabus after a specific interval. On one side teachers play role in designing new curriculum, change or reforms, and on the other hand they are able to handle the new curriculum effectively.

- **Assessment**

Principal assesses the teaching performance of the teachers through the feedback collected from the students their parents and other stakeholders.

- **Cross cutting issues**

Seminars, debates, extempore, essay competitions, talks by the eminent persons working in social field on cross-cutting issues like gender, climatic changes, environmental education and human rights are organized by NSS, Scout and Guide, literary and cultural committees to sensitize students on these issues.

- **Audio Visual Aids/multimedia**

Audio-visual aids like Ctv, CD player, OHP, LCD projector, mikes, computers, internet are provided by the institution. Our Institution is provided with audio visual aids as per requirement of the faculty. Staff has access to Internet and smart board facility.

- **OER's**

The automated library with internet facility, class rooms equipped with adequate furniture green boards, chalks, seminar room, equipped with Ctv, OHP, LCD , laptop, white board, CD players and mikes are offered freely and openly for teachers and students to use.

- **Teaching- learning material development, selection and use**

Computer lab, OHP, LCD projector, lecture dias, green boards, dusters and chalks and maps are used for teaching-learning.

c)Percentage of faculty

The institution permits all the teacher to attend workshop, seminars, conferences, refresher course, orientation programmes as and when they are organized by the concerning authority.

- Invited as resource persons in workshops/seminars/conferences organized by external professional agencies—7%
- Participated in external workshops/seminars/Conferences recognized by national/international professional bodies—100%
- Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies—90%

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

- ❖ Research grants are available for major/minor projects from UGC/ICSSR when applied.
- ❖ UGC teacher fellowship is available when applied
- ❖ Facility for research study leave is available when applied.
- ❖ No funds allocated for academic publication/paper presentation/publication by the institution.
- ❖ Home science department conducts special workshops for the students to provide efficiency to them in certain areas.
- ❖ Drawing & painting department organizes workshops and exhibition of hand made articles and put them up for sale also.
- ❖ Faculty is also invited by other institutes as subject experts/guests/chief guests.
- ❖ Faculty members also participate in extension activities by giving talks and judging the competitions.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

No faculty member has been awarded at State, National and International level for excellence in teaching, but they have been awarded by the local agencies. The college promotes teachers to improve such type of efficiencies by providing ICT facilities, automated library, healthy

environment, positive and progressive thinking of the principal and the manage, co-operative feeling of the staff.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- Regular meetings with the student council, parents, faculty members, the Principal in the college helps the institution to improve in walks of life.
- A questionnaire is provided to the students by the Principal to get the feed back of the faculty members.
- Such type of evaluation is also made in concern of the external peers (parents).
- The feed back is analysed by the principal and discussed with the staff to improve the teaching learning process

2.5 Evaluation process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- The university website contains all the information regarding annual exams, the marks division, the syllabus and the examination pattern of the paper. The university has made B.A. final exam objective.
- Half yearly exams pattern syllabus and distribution of marks are on the departmental notice boards
- University pattern is followed in the half yearly exams.
- Proper result is prepared.
- On the basis of the performance of the students in half yearly exams, the suggestions are given to them to improve themselves in studies and do better in final annual exams.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

At university level: University introduced objective pattern at UG final year.

At institution level:

- The college introduced half yearly exams as the reformative measure. Its process and utility is conveyed to the students by the teachers in the beginning of each academic session.
- Regular tests, quiz and discussions are held
- The student performance is discussed in and out of the class room.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- Central evaluation on university campus is done
- The university maintains transparency in the evaluation of final exams answer books by following the bar code system on answer books.
- The students are adequately informed about the syllabus.
- The syllabus is covered while setting the paper .
- UG final year students are given instructions according to university patterns
- This is also made sure of on the basis of feed back, staff meeting, meetings with parents, students and teachers.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

Formative approaches such as attendance record, class room interaction with students, assignments, projects, educational tours, unit test, home exams and summative approaches like final instructions and tips before appearing in the final exams — both have considerable impact on the students achievements.

Impact of this system

- Students have become regular
- They are better informed and competent enough to meet the challenges of study and exams.
- Various modes of learning i.e. PPT, case study, demonstration and assignments are adopted for formative evaluation.
- They become aware of the importance of self-study and group study

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students. (weightage for behavioural aspects, independent learning, communication skills etc)

- Through home exams the faculty monitors the progress and communicates it to the students
- Certificates and prizes are given on the basis of performance in co-curricular activities organized by the departmental association.
- Students are awarded for their regularity of attendance
- Students performing better in half yearly exams are acknowledged and appreciated.
- Seminars, extempore, debates, essay writing, association activities enhance the communication skills of the students
- The students are motivated and encouraged to have some definite aim in life
- Transparency is maintained B.Ed course practical internal marks.
and in B.A. in the practical subjects- Home science and Drawing & painting.
- The Principal closely observes the students and appreciates them by giving prizes to the deserving ones.

2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The graduate ,attributes, specified by the College are as under:

- 1- Grooming of its students into responsible citizens of high moral character. Human values with good IQ, EQ and SQ are also inculcated in the students.
- 2- Making the students intellectually sound so that they can face the future challenges of career and personal life.
- 3- Training of the students so that they may be able to achieve good career and profession.
- 4- By the time the students finish their college studies they emerge as confident young ladies to face the world.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

At college :

Grievance redressal cell is formed by the principal. Complaint box, suggestions box are kept. They are every day and complaints are paid attention by the Principal and the committee. Proper action is taken after the discussion with the staff.

At university:

Grievances related to the university are sent there for rectification. Most of the grievances are related to external exams (final annual exams) or dissatisfaction regarding evaluation.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If, yes. give details on how the students and staff are made aware of these?

The college has clearly stated learning outcomes in the following ways-

- Departmental Learning Outcomes are displayed in the classrooms for easy access of the students.
- The outcomes are discussed in the staff meetings with Principal and management.
- Total learning outcomes of the College are also displayed on the Notice Board.
- Worth mentioning outcomes are also announced and praised in the daily assembly
- Prize distribution is organized to motivate the students at the end of each academic session.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results /achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

The institution monitors and communicates the progress and performance of students

through the duration of the course/programmes by conducting class tests, half yearly exams, projects debates, essay writing , allocution, group discussions, exhibitions, workshops, talks and seminars, extempore etc.

Annual Exam results

Year	Class	No. of Students	No. of passed students	No. of students failed	% of passed students
2011-12	B.A. (I)	204	197		97%
	B.A. (II)	177	168		95%
	B.A. (III)	236	233		98%
2012-13	B.A. (I)	240	218		91%
	B.A. (II)	196	183		85%
	B.A. (III)	165	159		96%
2013-14	B.A. (I)	229	220		96%
	B.A. (II)	209	207		99%
	B.A. (III)	186	178		95%
2014-15	B.A. (I)	272	259		95%
	B.A. (II)	201	194		96%
	B.A. (III)	208	203		97%
2011-12	B.ED.	100	100		100%
2012-13	B.ED.	100	100		100%
2013-14	B.ED.	81	81		100%
2014-15	B.ED.	59	59		100%

The above table clearly indicates the pass percentage of the students in the College.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- Teaching, learning and strategies are structured by the Principal after consulting the staff in the meeting.
- The strategies are formed keeping in view all-round development of the students throughout the year.
- These strategies create an atmosphere of better outcome through regularity and discipline.
- The Management focusses on students' performance showed in class test and assignment. More attention is given to improve the calibre of the students.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

To enhance the social and economic relevance of the courses offered in the Institution:

- The College introduced B.Ed. Professional course to make students economically independent.
- Staff members at B.A. level provide consultancy to opt for subjects and courses of the social and economic relevance.
- Through seminars and guest lectures, communication skills of the students are enhanced.
- Through NSS, Scout/Guide, SJSEP (St. Joseph's Social Extension Programme), the students are sensitized to the burning social issues of the day.
- The faculty members guide the students from time to time about the future and scope of the subjects of economic and social relevance.
- The research aptitude is developed among the students through group discussions, seminars and workshops.

2.6.5 How does the institution collect and analyse data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- A questionnaire is prepared and given to the students.
- Feed back is collected from the students
- The Principal takes staff meetings and discusses the feed back collected from the students and their parents
- Proper counselling of the students is done from time to time.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

- Class tests and half yearly exams monitors the students learning outcome
- Suggestions and advices are given to the students on the basis of half yearly exams results.
- Half yearly examination system is based upon university examination pattern.

- The names of meritorious students in various fields such as sports and debates are mentioned on the Notice Board of the Institution.
- Students securing highest marks in the university exams are appreciated and awarded by the principal in assembly.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If, yes. provide details on the process and cite a few examples.

Yes, teachers use assessment and evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning. Through learning, the students become independent in many spheres of life. They become optimistic and matured behavioural person. Sometime ex-brilliant students are also invited by the Institution for giving their assistance in some programmes/courses. They come and help the teachers and students. This is the achievement of not only of Institution, but the fulfilment of the objective and planning of the Institution.

Examples

- Karishma won the first prize in national essay completion in 2013
- Karishma and Sonia Khan won the Trophy for inter-collegiate debate competition in 2012
- Educational Welfare Society awarded III prize to our students
- Shalu jain and Anchal Sharma won Trophy for inter-college debate in 2013
- Ayushi jain and anchal Sharma won Trophy twice for inter-collegiate debate in 2014
- Anchal Sharma and Prerna tyagi received Trophy for inter-collegiate debate in 2015
- Kanya chaya Association awarded II and II prizes in painting and essay competition.
- Swati received best pyayer Goal keeper in Hand Ball inter –university competitions 2015

Criterion III : Research Consultancy and Extension

Promotion of Research

3.1.1 Does the institution have recognized research center of the affiliating university or any other agency / organization ?

This Institution is U.G. College. Generally research work is done after post-graduation so the institution does not have research center of the affiliating university or any other agency. Permission for Research center is granted only to PG colleges as per UGC and State Government rules and regulations. The faculty members at their own level give instructions regarding assignments, seminars and workshops to promote the research attitude among the students.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research ? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact ?

The institution does not have research committee to monitor and address the issues of Research.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes project ?

The institution is not a Research center so there is no research committee but the college provides some facility to the researchers. There is adequate infrastructure for the Research Students. Though the library of the institution does not have a separate research section, yet the library is fully equipped with variety of books as well as reference books. The library has encyclopedias, Journals, different newspapers to update the students. Library does have the internet facility as well as photo copy machine.

University provides special leave for Research work, but nobody has availed or applied for special leave. If someone or faculty member will apply for special leave, college will permit for that.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students ?

The institution helps the college Students by guiding them in their project work in different departments. The students are given assignments and a small research work based on their syllabus. Even though following the traditional lecture method, the students are encouraged for the research aptitude. The B.Ed. faculty motivates the students to follow different teaching techniques & skills : i.e. demonstration, discussion, role playing, illustrations, project method, case study etc. which are helpful for research method. The students are encouraged to use modern technology such as project work, assignment, seminars and models etc. Thus institution encourages the students for Research work. The institution is developing scientific temper and research culture and aptitude among students by promotion of mini projects, methodology etc. in each subject.

3.1.5 Give details of the faculty involvement in active research (guiding students research, leading Research projects engaged in individual / collaborative research activity etc?)

The Institution has qualified staff. The faculty is not directly involved in guiding the research students but the staff does guide the students for research work. Four faculty members are active in research work.

(1) Dr. Mahima Mishra, Head of the Deptt. of History got permission from the C.C.S. University as a Research Guide. Her research center is N.A.S. P.G. College Meerut. One candidate has completed Ph.D. Dr. Rajeshwari and the other candidate, Shuchi Prakash has submitted her thesis and is waiting for the Viva. Besides there are five candidates pursuing Ph.D. under her supervision.

(2) Dr. Archana Vishnoi, Head of the Deptt. of Sanskrit also got permission from C.C.S. University as a Research Guide and associated with N.A.S. PG college, Meerut.

(3) Dr. Anjali Mittal, head of the deptt. Of Political Science, got permission as a Research Guide from a private university T.M.U. Moradabad.

(4) Dr. Meenakshi Aggarwal, the head of the deptt. Of English, got permission as Research guide from private university U.P.E.S. Dehradun and Mewar University, Mewar. The candidate from university of Petroleum and Energy source, Dehradun , is at the verge of submitting her thesis.

3.1.6 Give details of workshop / training programme / sensitization programme conducted, organized by the institution with on capacity building in terms of research and imbibing research culture among the staff and students ?

- The faculty members conduct departmental seminars to imbibe research culture among the students.
- the institution organizes following workshops training programme/sensitization programme:
- Orientation of teachers at the commencement of each academic session.
- Inter-religious dialogue workshops organized by the institution in collaboration with Tyagaarchana Association.
- Power point presentation workshop was organized for the teachers.
- Library orientation workshop was organized by the librarians.

3.1.7 Provide details of priortised research areas and expertise available with the institution.

Not applicable.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students ?

The eminent faculty from different institutes are invited from time to time to encourage and motivate our staff and students.

3.1.9 What percentage of the faculty has utilized sabbatical leave for research activities ? How has the provision contributed to improve the quality of research and imbibe research culture on the campus ?

The faculty members have not applied for Sabbatical leave for Research activities. If someone will apply for leave the college will permit for that.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness / advocating transfer of relative findings of research of the institution and elsewhere to students and community?

The institution is not registered as Research centre.

3.2 Resource mobilization of Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization ?

Not applicable

3.2.2 Is there a provision the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and percentage of the faculty that has availed the facility in the last four years ?

Not applicable

3.2.3 What are the financial provisions made available to support student research projects by students ?

Institution supports students projects by funding itself or by Departments.

3.2.4 How does the various departments / units / staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and

challenges faced in organizing inter-disciplinary research.

Institution supports students projects and provide platform for inter-disciplinary activities.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students ?

The institution ensures optimal use of various equipment and research facilities by the proper use of library journals, reference books and encyclopedias. Though the library of the institution does not have a separate research section yet, the library is fully equipped with variety of books as well as reference books. We have encyclopedia, journals, thesis research works, magazines and different news papers to update the students about the current affairs. Library has the internet facility as well as Photocopier machine, computers, laptops to cater to the needs of the students. Assignments in all subjects promote research ability among students. Besides following the traditional lecture method, the faculty motivates the students to follow different teaching techniques & skills for their benefit i.e. demonstration, discussion, role playing, illustration, project method, case study etc.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Not applicable

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

Not applicable

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

Research scholars can consult the library. Though the library of the institution does not have a separate research section yet the library is well equipped with variety of books as well as reference books, encyclopedias and thesis copies of faculty members. Photocopier machine is helpful in getting the reading material and collecting the data.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The institution is a UG college and it has no research centre.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

The institution has not receive any special grants or finance from the industry or other beneficiary agency for developing research facilities.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories ?

Not applicable

3.3.5 Provide details on the library / information resource centre or any other facilities available specifically for the researchers ?

The institution has automated library well- equipped wit variety of books as reference books, journals ,encyclopedias etc.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

The institution has automated library with Internet facility, computers, photocopier machine, printers, laptops, equipped with reference books, thesis of faculty members and students, newspapers, magazines and cyclopedias and all new journals etc. The institution motivates the students to make the optimal use of all these facilities.

3.4 Research publications and awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * Patents obtained and filed (process and product)**
- *Original research contributing to product improvement**
- *Research studies or surveys benefitting the community or improving the services**
- *Research inputs contributing to new initiatives and social development**

Every department is providing consultancy work according to its requirement. The college has different cells for community development programme. There is N.S.S., Scout & Guide in the college. The college promotes student for skill programmes and vocational programmes etc.

3.4.2 Does the institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No, institution is not registered for research centre hence it is not publishing any research journal.

3.4.3 Give details of publications by the faculty and students :

- * Publication per faculty**
- * Number of papers published by faculty and students in peer reviewed journals (national / international)**
- *Number of publications listed in International Database (for Eg : Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Director, EBSCO host, etc.)**
- * Monographs**
- * Chapter in Books**

- * **Books Edited**
- * **Books with ISBN / ISSN numbers with details of publishers**
- * **Citation index**
- * **SNIP**
- * **SJR**
- * **Impact factor**
- * **h-index**

Details of Publication by the faculty

The college has well qualified staff. All faculty members actively participated in research programmes at personal level.

Details of Publications

S.No.	Name (B.A.)	No. of papers national	International	Journals	Chapter in books
1.	Sr. Dr. Christina	02			
2.	Dr. Manjari Chandra	02			
3.	Dr. Archana Vishnoi	20	04		01
4.	Dr. Anjali Mittal	17	04		
5.	Dr. Mahima Mishra	25	04	04	15
6.	Dr. Meenakshi	10			
7.	Dr. Mahesh Paliwal	NIL			
8.	Dr. Sushma	03			
9.	Dr. Vidushi Tyagi	01			
10.	Dr. Poonam Yadav	01	03		05
	B.Ed. Department				
11.	Mrs. Shuchi Prakash	11			01
12.	Mr. Rajendra	NIL			
13.	Miss Tomina	03	02		
14.	Mrs. Nimisha	03	01		

	Mal				
15.	Mrs. Aradhana Jain	04			

- Dr. Mahima Mishra Associate Prof. Dept. of History is Vice President and editor of Journal M.U.H.A. Published by History Deptt. C.C.S. University Meerut. Full name is "Meerut University" History Alumini.
- Dr. Meenakshi Agarwa associate professor, department of English is vice- president of College English Teachers Association (CETA), C.C.S. universitu , Meerut.
- Dr. Sr. Christina, Principal, is the member of editorial Board of Meerut Diocese Magazine, Kripaon ki Mata.
- Dr. Archana Vishnoi, Dr. Meenakshi Agarwal, Dr. Mahesh Paliwal, Ms. Tomina and Mrs. Nimisha are the members of college magazine (JIJIVISHA) editorial board.

3.4.4 Provide details (if any) of

- * research awards received by the faculty**
- * recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- * incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Research award received by the faculty is Dr. Mahima Sharma, Associate professor HOD of History.

No. of awards received- Two

Awards from other agencies received by faculty members

Awards received by faculty members	No. of Awards
1. Dr. Sr. Christina	02
2. Dr. Anjali Mittal	01
3. Dr. Mahima Mishra	06
4. Dr. Meenakshi Aggarwal	02

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface ?

NA

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

NA

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

NA

3.5.4 List the broad areas and major consultancy services provided by the institution and revenue generated during the last four years.

NA

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved : Institution) and its use for institutional development?

No income is generated through consultancy.

3.6 Extension activities and institutional social responsibility (ISR)

3.6.1 How does the institution promote institution – neighbourhood – community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The Institution promotes institutional neighbourhood community network and student engagement contributing to good citizenship through, extension services like NSS, SJSEP, Eco Club and Scout and Guide. Following are the community network activities--

- Through Camps
- Survey
- Rallies
- Poster competitions
- Street plays
- Visiting villages
- Each one Teach one in SJSEP

3.6.2 What is the Institutional mechanism to track students involvement in various social movements / activities which promote citizenship roles ?

The institution has SJSEP to get the students involved in social activities. N.S.S. and scout /guide programmes also focus on social issues which help the students to be socially oriented. Blood donation camp, child and Adult education and literacy programme, Aids awareness programme. Saving environment programmes are carried

out on regular basis. The students have done effective work on AIDS awareness and have completed two AIDS Projects.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution organizes certain extension programmes like rallies on different social issues, such as voting awareness rallies, Matdata Pahchan Patra, Pulse Polio, Kanya Bhrun Hatya, Community survey talks by doctors and social workers to sensitize the students to the society. Parents-teachers- students meet is organized to collect the feed back and takes measures to improve the performance and quality of the institution. Class tests and half yearly exams are means to promote the quality of education.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The college has organised poster competition on AIDS, Polio, Environment, drugs, voting awareness, rights for citizens, adult education, child education, women education, literacy programme, health programmes, rallies on above subjects through the extension services such as NSS, Scout/Guide, Eco Club, SJSEP etc.

The institutions makes the students visit the deaf and dumb schools, the leprosy ashrams, the old age homes and the orphanage houses to sensitize them towards society. The impact of these visits on the students is that they are more sensitive on all these issues and more eager to help the need ones.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National / International agencies?

The institution has adopted near by locality of deprived section of society, "Bhatwara" a 'Harijan basti'. For the last four years, we have been organizing N.S.S. camp in this area. We have two units of N.S.S. under which we have 200 students. They work for two years in a selected area. The student of N.S.S., Scout and Guide and SJSEP also visited mission of charity, prem niwas and jyoti niwas, Vradha Ashram, Kushtha ashram, Meerut. Our students provided help in kind and in cash.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The college organised extension works for under privileged classes. We visited missionaries of charity and (old age home) Viradha Ashram, Kushtha Ashram, and helped and entertained the people. We provide them monetary help, clothes, food item etc. The institution conducts adult education and literacy programmes for poor children and adults.. Under the organisation named "SJSEP" (St. Josephs Societal Extension Programme), the institution tries to educate the illiterate and poor children. Besides the above society, NSS, Scout/guide conduct and organize their activities in the locality of deprived sections of society. The institution also provides book bank facility, fee concession, scholarship to Minority, SC /ST and OBC students and poor fund for under privileged and vulnerable sections of society.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

- These extension activities sensitize the students towards the society.
- The students learn responsibility, regularity and sincerity.
- They are more confident and reliable.
- Students develop a sense of morality and a team work spirit
- These activities promote skill development in students

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The college organizes N.S.S., Scout/Guide camp and SJSEP at different local areas. We select under privileged and vulnerable sections of society for the out reach programme. We serve the weaker section by donating clothes, medicines, food items, plants, awareness among women and children about their health and by teaching them the basic education.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The institution has forged the consructive relationship with the home for old and destitute (Mother Teresa's mission), old age homes, Deaf and dumb school, Orphanage home run by Missionary sisters and 'Nayee Asha' orphanage at Duarala.

3.6.10 Give details of awards received by the institution for extension activities and / contributions to the social / community development during the last four years.

Dr. Sr. Christina, Dr. Mahima Mishra and Dr. Meenakshi Aggarwal received awareness award for Matdata Jagrukta Abhiyan in the year 2011-2013

Dr. Anjali Mittal, Dr. Mahima Mishra, and Dr. Meenakshi Aggarwal received best programme, officer award from C.C.S. University N.S.S. Department.

Two of our students Pooja Sharma and Shipra Jain also received best N.S.S. candidate award in 2012 from C.C.S. University, N.S.S. Department.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiative – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

There is no research center in our college.

3.7.2 Provide details on the MoUs/ collaborative arrangements (if any) with institutions of national importance / other universities / Industries / Corporate (Corporate entities) etc and how they have contributed to the development of the institution.

NA

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation / up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library / new technology / placement services etc.

The institution was started by the sisters of Jesus and Mary in 1981. It started from a small building. In the beginning the college had only six subjects and sixty students. Then in the year 2004 the college shifted

to a new building. In 2005 permission was granted by the UGC for the addition of three subjects- Sociology, Economics and Drawing & Painting in self-finance scheme. In 2008 B.Ed. programme was also introduced. This year we have applied for B.Com. course also. We have automated library and sufficient infrastructure as science lab, Home science lab, Drawing & painting lab, computer lab and career counseling cell etc.

3.7.4 Highlighting the names of eminent scientists / participants who contributed to the events, provide details of national and international conferences are organized by the college during the last four years.

No International or National conference was organised by the college during the last four years. The Institution has organised an Inter collegiate Debate competition.

3.7.5 How many of the linkages / collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and give examples (if any) of the established linkages that enhanced and / or facilitated.

- (a) Curriculum development / enrichment
- (b) Internship / On-the-job training
- (c) Summer placement
- (d) Faculty exchange and professional development
- (e) Research
- (f) Consultancy
- (g) Extension
- (h) Publication
- (i) Student placement
- (j) Twinning programmes
- (k) Introduction of new courses
- (l) Student exchange
- (m) Any other Activities –

a) Curriculum development –

The institution has well qualified staff. These staff members participate in syllabus curriculum activity. Dr. Archana Vishnoi and Dr. Manjari Chandra were the active members of syllabus committee of Sanskrit and home science subjects of C.C.S. University. Dr. Mahima Mishra also played an important role in planning syllabus of History at U.G. and P.G. course. She is also a member of Academic council of Gayatri Kunj University of Shanti Kunj, Haridwar. She helped in designing the syllabus of U.G. & P.G. courses.

(b) Internship/on-the job training --NA

(c) Summer placement-- Nil

(d) Faculty exchange and professional development—

The faculty members have done refresher & orientation programme. They also attended number of seminars and workshops.

(e) Research –

One candidate has completed Ph.D. under the supervision of Dr. Mahima Mishra.

Topic

‘स्वामी विवेकानन्द ‘एक अध्यात्मिक पुँज’ — डॉ. राजेश्वरी

(2) Higher Education in vocational field

A case study of Meerut- Shuchi Prakash (pursuing)

Dr. Archana Vishnoi , Dr. Anjali Mittal and Dr. Meenakshi Agarwal are also engaged in research work.

(f). Consultancy- This is done deptt. wise by the respective staff members

(g). Extension – N.S.S., Scout & Guide, SJSEP programme

(h) Publication—N.A.

(i.) Student Placement – We have B.Ed. Programme in our Institution. Since its beginning, near about 40 placement have been done . Generally our B.Ed. teachers provide placement of their students on personal level. This year we are planning to have placement cell in our institution.

(j) Twinning Programmes—N.A.

(k)- Introduction of new courses- This year we have applied for B.Com course

(l) Student Exchange- N.A.

(m) Any other—

We are starting some vocational courses, cooking, waste material use, (best in waste) Rangoli, Computer Training, Sanskrit and English speaking course, Yoga, Marshal Art, Vocational courses in craft etc.

3.7.6. Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages / collaborations.

Any other relevant information regarding Research. Consultancy and Extension which the college would like to include.

The Institution is U.G. College generally research work is done after post-graduation. Our college staff is well qualified, We have nine subjects at U.G. level. The subjects are Hindi, Sanskrit, English, History, Home Science, Political Science, Sociology, Economics and drawing & Painting. All Lecturers have completed Ph.D. In our B.Ed. section three have submitted their thesis. In spite of not having Research facility, all teachers are engaged in active research papers regularly attending seminars, workshops, and refresher courses and also present papers in their concerned subjects.

Criterion – IV - Infrastructure and Learning resources

4.1 Physical facilities

4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning ?

The policy of the institution for creation and enhancement of infrastructure is that it fulfills the requirements of their stakeholders (students, teachers and members of administrative office and library staff). The institution's policy is to repair the old items and equipments, purchase new ones and weed out the old ones at the start of new session every year. The institution takes necessary step to purchase new equipments, fixtures and furnitures based on new technology and expands its infrastructure, furniture, equipments and facilities to keep pace with the academic growth.

Enhancement : It is performed with the :

- Construction of the new building in 2003-04
- Enhancement of Library in May 2008 and automation on Dec 2015.
- Construction of a guard room at the main gate in 2014-15.
- Cubical partition (counter) in administrative office in 2013-14.
- Cubical cells in class rooms in 2014-15.
- Purchasing of new Almirahs, cupboards and books
- Purchasing of new equipments, furniture and fixtures by the institution to facilitate effective teaching learning.

4.1.2 Detail the facilities available for :

a) curricular and co-curricular activities-- classrooms, technology enable learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, animal house, specialized facilities and equipment for teaching learning and research etc.

a) Curricular and Co-Curricular activities---

Departmental activities like essay writing, elocution, extempore, quizzes, debates, speeches, seminars, skits, plays, recitation, poster making, projects, exhibitions, still models, line models, quote writing, flower arrangement, rangoli, crafts work, dia and candle making, batic, printing, salad making, cookery and baking, use of waste material, paper bags making, boquet making, jewellery making are conducted by all the departments to maintain and enhance the teaching and learning.

Classrooms : The institutional building consists of thirty three rooms divided into three floors. Enough number of classrooms are available for UG and B.Ed.

Technology enabled Learning spaces

Computer laboratory, practical rooms and language laboratory are in proper form.

Seminar Hall

To conduct and organise guest lectures, seminars, workshops and PPT presentations, the institution has one technology cum seminar and guest lecture room equipped with overhead projector, cordless mikes, laptop, inverter, T.V., C.D. player and so on.

Tutorial spaces

Enough classrooms are there to conduct tutorials to guide and solve the problems of weak students.

Laboratories

Computer lab and the other labs with all the practical departments are available. All these labs – printing lab, cookery and bakery lab, drawing and painting lab, computer lab are well equipped.

Botanical garden

Though the institution does not have a specific the botanical garden, yet it has beautiful gardens with wide variety of plants & flowers, mango orchards, ornamental herbs and greenery and thus provides eco-friendly atmosphere.

Animal house

The institution does not have any animal house.

Specialized facilities and equipments for teaching, learning and research etc

- L.C.D. Projector, computers, T.V., C.D. player are facilitated to the teachers and learners.
- Well stocked library makes an easy availability of books, journals, reference books and magazines for the faculty and the students.
- Adequate furniture, green boards, display boards, facilitate the teaching.

b) Extra curricular activities:

Sports, outdoor and indoor games, gymnasium, auditorium, N.S.S., N.C.C., Cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.

- Two open fields provide ample space for Hockey, basketball, cricket, football, volleyball, badminton, athletics and kho kho.
- Badminton court, basket ball court and open field available for the practice in high jump, long jump, all throws provide an opportunity to

the learners to play the above games at University level and college level.

Indoor games :

Table Tennis and Judo are played in the college space which is sufficient.

Gymnasium :

The institution does not have the facility of gymnasium.

Auditorium :

At present the institution does not have auditorium.

N.S.S.

The institution has two units of N.S.S. which are working well for the society specially for the marginalised groups of society, organising free medical check up camps, awareness rallies on social evils, teaching people the importance of sanitation, doing plantation and participating in national integration camps at university, state and national level and have won the award of the best volunteer by the then Prime Minister Manmohan Singh.

Scout and Guide

Scout and Guide is run by B.Ed department organising social activities, teaching tent making, first aid, religious tolerance activities through prayers related to all religions etc.

Cultural activities

The institution provides open stage to conduct the cultural activities throughout the year. Cultural activities like dance, drama, bhajan etc of are performed in an excellent manner.

Public Speaking

- Students participate in inter collegiate competitions and inter-university events organised by the University every year and for this enough space and equipments are available.

Communication skills development :

- Different departmental associations carry out the activities like quiz, debate, speech competition, group discussion, language speaking courses.
- Computer lab contributes to the learning of the students.
- Participation of the students in the departmental seminars, workshops and extempor develop their communication skills.
- Power point presentation facility is also present.
- Elocution competition, spelling writing, reading, speech competitions ensure the development of communication skills through participation.

Yoga :

Yoga classes are run time to time by inviting the outside instructor on a regular basis under the supervision of sports department.

Health & Hygiene :

- Lady doctor visits the college and gives a free medical check up to the students and solve their problems related to health.
- N.S.S. and Scout and Guide promote it at large by taking out rallies and conducting health awareness programmes and hygiene programmes.
- N.S.S. volunteers and scouts are trained about such issues and space is provided for that
- Students are motivated to keep the campus clean by developing the habit of throwing all waste into garbage bin.
- The institute provides enough of space for the medical events.
- Talks by different doctors, specialized in their area, make the students aware of health issues.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized ? Give specific examples of the facilities developed / augmented and the amount spent during the last four years (Enclose the master plan of the institution / campus and indicate the existing physical infrastructure and the future planned expansion if any :

Our infrastructure is in line with its academic growth. Our beautiful campus caters to the growing needs of our students and faculty. The administration ensures the best optimal use of the available infrastructure on the share basis.

- The college open stage is constantly used for academic programmes.
- Home-Science laboratory, drawing and painting lab etc are used throughout the year for conducting practicals
- The college library ensures the best possible use of the books and journals
- The reading room provides the facility to the students to consult reference books and thus promotes self study
- All co-curricular and extra curricular activities are conducted in such a way that they are in line with academic growth
- As per requirement, library was extended twice aiming at providing more space for the study to the students.

Future Plan :

The best optimal use of all the infrastructure is done by the students and faculty. Irrespective of this, a dire need for the auditorium is always realized. The institution has planned for the auditorium if we get grant from U.G.C.

Enclose Master plan of the college :

Master plan (layout of the college is enclosed herewith (Annexure-6)

Facilities developed / augmented and the amount spent during the last four years :

B.A. Course	Building	Books Journal Periodical Reference and other	Equipments	Software
2011-12	85,62,240.00	430329.00	442735.00	-
2012-13	13678012.00	29828.00	28586.00	-
2013-14	----	5575.00	---	---
2014-15	-----	-----	----	----
B.Ed Course	Building	Books Journal Periodical Reference and other	Equipments	Software
2011-12	---	62532.00	447430.00	-
2012-13	---	----	447822.00	-
2013-14	----	----	6500.00	---
2014-15	-----	-----	----	----

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities ?

The institution provides ramp, railing on the stair case, european toilets and chair and desks to the physically disabled students. As library is located on the first floor, the faculty, the librarian and the students help these students in getting the books issued from the library.

4.1.5 Give details on the residential facility and various provisions available within them :

Hostel Facility :

- The institution provides hostel facility to the students of U.G. and B.Ed.
- The hostel accomodation for almost 50 students is available

Recreational facilities gymnasium, yoga centre etc.

- T.V., D.V.D. player, music system are available for the recreation of the faculty and the students in the common room.
- There is no facility of gymnasium or yoga centre either in the college premises or in the hostel. Yoga instructor from outside is invited to train the students and teachers in yoga from time to time.

- Since the girls hostel is within the campus, the hostelers use all recreational facilities for sports, games and indoor games available in the college.
- Computer facility including access to internet in the hostel.
- Internet facility and computers are not available in the hostel.
- Personal laptops are allowed alongwith personal wi-fi dongles.
- Facilities for medical emergencies :
- Sick room with first aid facility is available
- Doctors are called from the nearby hospitals like (PHC) Primary Health Centre and missionary hospital run by the sisters of our lady of graces
- In dire need, the institution takes care in taking the patient to the hospital and informs the parents.
- **Library facility in the Hostel** : NA (Newspapers alongwith periodicals are available)
- **Internet and wi-fi facility** : NA
- **Recreational facility** – Common room with audio-visual equipments.
- Common room equipped with T.V., D.V.D. Player and music system is available for the hostelers to recreate themselves.
- **Available residential facility for the staff** : N.A.
- **Constant supply of safe drinking water** :
We use water from hand-pumps on the campus. Submersible pumps are also used for the water supply to the college campus as well as hostel. Water purifiers in the hostel and on the campus ensure the safety of drinking water. We have facility for hot and cold water in the hostel.

Security :

We have two night watchman, high boundary wall, iron grill at entrance and back door of the hostel, C.C.T.V. camera, four watch dogs.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off campus ?

- Medical room
- First aid kit in the medical room
- Service of doctor on call
- Medical check up camp
- Visits of Doctor
- Talks related to health by the doctors and faculty
- In emergency the students as well as the staff are taken to the nearby hospital

4.1.7 Give details of the common facilities available on the campus_ space

for special units like : IQAC, Grievance Redressal Unit, Women's cell, Counselling and career guidance, placement unit, Health centre, Canteen recreational spaces for staff and students, safe drinking water acility, auditorium.

The Institution provides enough space and other facilities to the special units to ensure the better work.

- IQAC room, Grievance redressal cell, Health centre, recreational spaces for staff and students, counselling and career guidance placement unit.
- | | | |
|-----------------------------------|---|--|
| Canteen | : | N.A. |
| Auditorium | : | Open stage |
| Safe drinking water purifiers are | : | for safe drinking water R.O. water installed for the faculty and the students. |
- All the above facilities are available in the institution and the best optimal use of them is made.

4.2 Library as a learning resource

4.2.1. Does the library have an advisory committee ? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student / use friendly ?

The library functions under the supervision and guidance of advisory committee that meets periodically and gives suggestions. The library committee consists of :

- | | | |
|------------------------------------|---|-----------------|
| • Principal | - | The Chairperson |
| • Librarian | - | The Secretary |
| • One teacher from each department | - | Member |
- implementation of the significant initiations
 - Enhancement of reading room facility
 - Library automation through SOL Software
 - Internet for downloading
 - Reprography – Photostat machines
 - Repository – books, magazines from the old students are collected and kept in the library, thesis, M.Phil projects and question papers are also in the library.
 - Reading corner equipped with computer and internet
 - Barcoded issue / return
 - Open shelves for the staff and the students, purchase of books and journals according to the changed syllabus, infrastructural facilities like tables and chairs, snacks and notice boards.

- Suggestion / complaint box
- new arrival display racks
- periodicals display racks
- Visitors register
- Orientation of the new students by the library
- A committee of students to help in the library, to maintain the discipline in the library
- Library area was enhanced

4.2.2 Provide details of the following :

- (i) **Total area of the library in (sq mts)** -- 61.2ft x 30ft
- (ii) **Total seating capacity** : ---80 students
- (iii) **Working hours** :
 - On working days : 09.00 am to 04.00 pm
 - On Holidays : Library remains closed
 - Before and during examination : 09 am to 04.00 pm
 - During vacations : 09 am to 04.00 pm
- (iv) Specialized areas for effective learning and knowledge are provided by the library.
- Though individual reading cabins are not provided, the library provides enough space for the students and a separate corner for the teachers for browsing and relaxed reading.

4.2.3. How does the library ensure purchase and use of current titles, print and e-journals and other reading materials. Specify the amount spent on procuring new books, journals and e-resources during the last four years ?

Various means have been initiated by the library to ensure purchase and use of current titles, journals and other materials. In order to provide need based supply of resources for the effective teaching and learning and ensure this, the library invites suggestions from the teachers and thus tries to cater to the needs of all the departments.

- Equal amount of total collection of money is provided to all the departments.
- All the departments are given autonomy to order books as per curriculum.
- New arrivals are displayed on the rack
- Book collection is classified by using the software SOL
- The purchase of reference books, journals, general books, periodicals and news papers is decided by the library committee.
- All journals are arranged alphabetically. Amount spent on procuring new books, journals and e-resources during the last four years :

Library Holdings	Year I 2011-12		Year II 2012-2013		Year III 2013-2014		Year IV 2014-15	
	No	Total	No	Total	No	Total	No	Total
Text books	608	43836	355	30916	-	-	-	-
Reference Books	782	395321	32	7058	-	-	81	57652
Journals / periodicals	2 5	600 3780	2 5	600 3780	2 5	600 3780	2 5	600 3780
e-resources								
C.D. Rome								
Manuscripts								
Newspapers	4	6205	4	6205	4	6205	4	6205
Repository specify	Thesis Souveniers Question papers	-	Thesis Souveniers Question papers	-	Thesis Souveniers Question papers	-	Thesis Souveniers Question papers	-

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection :

- OPAC : NA
The library is automated using SOUL software with bar code technology
- Electronic resource management package for e-journals : NA
- Federated searching tools to search articles in multiple database :
- Library website : On college website
- Inhouse / remote access to-publication : NA
- Library automation : The library is completely computerised and automated
- Total number of computers for public access : (03) Three computers are provided in the library for the public access.
- Total number of printers for public access : (01) One printer with photo copier and one photostat machine
- Internet band width / speed 2 mbps 10 mbps 1 gb (GB) : 2 mbps
- Institutional Repository : Yes
- Content management system for learning : Yes (SOL)
- Participation in Resource sharing networks / consortia (like INFLIBNET) : Yes

4.2.5 Provide details on the following items :

- Average number of walkins : 200 daily
- Average number of books issued / returned : 150 books daily
- Ratio of library books to the students : enrolled
- Average number of books added during the last four years

	2011-12	2012-13	2013-14	2014-15
No. of book added	1390	387	-	81

Average no. of books added per year	465
-------------------------------------	-----

- Average number of login to OPAC : used by the library staff regularly
- Average number of login to e-resources :
- Average number of e-resources download / printed :
- Number of information literacy : As per requirement
- Details of "weeding out" of books and other materials : In summers the maintenance work is done. All the torn and old books are repaired and the very old books are removed from the active shelves. Old news papers and magazines are disposed of during the vacations after collecting the important clippings. General periodicals are also needed out every year.

4.2.6 Give details of the specialized services provided by the library :

- **Manuscripts** : 2-3 research hand written papers
- **Reference books** : sufficient number in each subjects
- **Reprography** : One photostat machine and one printer cum photo copier
- **ILL (Inter Library Loan Service)** : NA
- **Information deployment and notification** : Information deployment and notification is done through display on the notice board, new animals display rack and via communication.
- **Download** : Download facility is available for the staff and students
- **Printing** : Printing services are available to them who require them
- **Reading list / bibliography compilation** : Integrated library automation package makes available the automated bibliography generation service.
- **In house / remote access to e-resources** : NA
- **User orientation and awareness** : Our librarians and members of library committee run orientation programmes for the fresh users to ensure the best optimal use of the library services.

- **Assistance in searching data bases** : The library staff provide their help to the students in finding out books, keeping books at proper place and searching databases on request.
- **Inflibnet / IVC facilities** :We have inflibnet but do not have IVC facility in our library.

4.2.7 Enumerate the support provided by the library staff to the students and teachers of the college :

- Number of books issued to the students
- Number of books issued to the staff
- Catalogue search service : Using the integrated automation package, the catalogue is computerized
- Book classification : The books are classified using the classification system
- Content based personal Guidance : The library staff is always keen to provide personal support and guidance to the staff and the students in searching for books, journals, reference books and text books.
- The reading room is facilitated with the books in open shelves for the faculty.
- Downloading, internet, surfing, printing and reprography are available to the staff and the students.

4.2.8 What are the special facilities offered by the library to the visually / physically challenged persons ? Give details : The following facilities are offered by the library to the visually / physically challenged persons :

- Ramp for the physically challenged
- Railings on the staircase
- Because of the library being on the first floor, the library staff, the teachers and the students help the physically challenged students in getting the books issued from the library.
- The institution does not have provisions for the visually challenged persons.

4.2.9 Does the library get the feedback from its users ? If yes, how is it analysed and used for improving the library services (What strategies are deployed by the library to collect feed back from users ? How the feed back analysed and used for further improvement of the library services ?

- A suggestion box is kept in the library to get the feedback of the advanced learners
- Informal feedback is collected from the faculty and all the departments

- The suggestions are communicated to the library committee. They analyze them and take the required action.

4.3 IT infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution :

- Number of computers with configuration (provide actual number with exact configuration of each available system)
18 computers & 2 laptops

Configuration details of the Computers and Laptops

Name of the office	No	Monitor Company	Model No C.P.U.	Processor Details	Keyboard	Hard Disk	UPS	Operating System
Principal's Office	1	Philips	i3	Core	Intex	Intex	Intex	Soul 2.0 Window 7 MS Office Anti Virus
Clerical Office	4	Samsung Samsung H.P. Compaq	i3 i3 C-700 C-700	Core Core Core Dual Core	Intex Intex Intex Intex	Intex Intex Intex Intex	Intex Intex Intex Intex	MS Office-7 Window 7 Antivirus Tally ERP9
Library	3	Philips AOC Samsung	i3 C-700 C-700	Core Dual Core Dual Core	Hitech Hitech Hitech	Intex Intex Intex	Intex Intex Intex	MSOffice-7 Window 7 Antivirus
Computer lab	10	AOC AOC AOC AOC AOC AOC Zebronic	C-700 C-700 C-700 C-700 C-700 C-700 C-700	Dual Core Dual Core Dual Core Dual Core Dual Core Dual Core Dual Core	Hitech Hitech Hitech Intex Intex Intex Intex	Intex Intex Intex Intex Intex Intex Intex	Intex Intex Intex Intex Intex Intex Intex	

Printers / Photocopier

No.	Company	Model No.
2	Epson L220 Samsung	C-462H ML7660
3	Canon Samsung Godrej	Image Runner 2420L 5c x 4521F G1508
2	Samsung Photo copier Godrej	SC x 3401 G – 1508

- Computer-student ratio :In B.A. we have total strength of 720 students this year and have 10 computers so the ratio is 720:100
- Stand alone facility : No, we do not have stand alone facility in our institution
- Lan Facility : Yes, we have lan facility
- Wifi facility : yes, the institution have wifi facility of BSNL that is licensed.

Internet access is done by lan and wifi. The configuration of devices used for the network is given below :

Configuration of Network devices

No.	Description	Brand Name	Model	Ports	Qty
1.	Router	TP link			
2.	Modem	BSNL	DNA-a-201 bel	single	06
3.	Wi max –wire less	BSNL	HS 30	single	01
4.	Doungals	Reliance	2G		01
5.	Broad band	BSNL		Single	06

- Licensed Software :
 - Windows and MS Office
 - Automation through SOL software
- Number of Nodes / Computers with internet facility : 05 computers are connected with wifi facility on internet.
- Any other :
- Reprographic facility
- Downloading facility

4.3.2 Details on the computers and internet facility made available to the faculty and students on campus and off campus :

- On campus : The facility of computer and internet access facility is provided to the staff and the students in the library.
- Off campus : Teachers and students use personal laptops and internet : They communicate email and notes to each other off campus.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities ?

- The institution has deployed and upgraded the infrastructure as per the requirement of departments and library before the begining of the new session.

- Reprographic system is upgraded
- CCTV cameras inside the library and in the whole campus
- New multi-option printer
- Invertors in the library, seminar room, principal office, clerk office and the teacher's staff room
- Computer in the staff room

Future Plans :

- To computerize all the departments
- To furnish the campus fully with the wi fi facility
- To increase the speed of Internet
- To buy more computers for the library and the computer lab

Strategies :

- To apply for grants from the UGC and the state government
- To request the management to finance ICT infrastructure of the institution
- The institution provides ICT facilities in the library, the principal office, the staff room and the clerk office where they are made best use of.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of computers and their accessories in the institution (year wise for last four years) :

- The provisions made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (year wise for last four years) are as follows :

Annual Budget : Expenditures depends on according to the need in the academic year.

Items	2011-12 in Rs	2012-13 in Rs	2013-14 in Rs	2014-15 in Rs
Procurement				
Upgradation				
Deployment				
Total				
Grand Total				

A copy of the annual budget has been attached as annexure 5

- The institution purchases and maintains the computers and accessories by UGC grants received from time to time.

4.3.5 How does the institution facilitate extensive use of ICT resources including developments and use of computer aided teaching / learning materials by its staff and students ?

- Students are given the training of ICT in their free time.
- Teachers are encouraged to use the ICT facilities
- Teachers and students surf on internet in the library
- Teachers and students download material from the internet

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to online teaching – learning resources, independent learning, ICT enabled class rooms / learning spaces etc) by the institution place the student at the centre of teaching – learning process and render the role of a facilitator for the teacher.

The pedagogy adopted by the institution is student centric. Regular assignments, projects, seminars, symposiums, debates, group discussions and quizzes make the students participate actively and learn to be competent in their presentations. The following mechanism is adopted by the institution to make the learning student centric :

- Basic knowledge of computer skills is given to the students
- Students are made to learn surfing for the material on internet in the library
- Students are motivated to use ICT
- Teachers also use computers equipped with internet to search for the material
- Traditional lecture method is supported by group discussions, black board and assignments.

4.3.7 Does the institution avail of the National knowledge Network connectivity directly or through the affiliating university? If so, what are, the services availed of ? :

NA

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and up keep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

	2011-12	2012-13	2013-14	2014-15
A. Building	-	-	-	-
B. Furniture	-	-	-	-
C. Equipment printers / LCD Photo copier	-	-	-	-
D. Computers	-	-	-	--
E. Vehicles	-	-	-	-
F. any other sports	35, 000	25,000	25,000	70,000

4.4.2 What are the institutional mechanism for maintenance and upkeep of the infrastructure, facilities and equipment of the college ?

The Institutional mechanism for maintenance and upkeep of the infrastructure facilities and equipment of the college are as follows :

- Various committees in the institution provide suggestions for allocation of funds and procurement of equipments.
- Committees incharge of the infrastructure and equipment look after the maintenance and the bill is paid from maintenance account.
- Different groups – electricians, computer engineer, plumber, carpenter etc take care of the infrastructure and equipments
- Our students faculty and the parents also contribute to upkeep of the infrastructure.

4.4.3 How and with what frequency does the institution take up calibration and other precision measures for the equipment / instruments ?

The institution takes up calibration and other precision measures for the equipment / instruments as per the requirement.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipments (Voltage fluctuations, constant supply of water etc)

- The institution established in the rural area of Sardhana caters educations to the girls coming from almost 35 villages.
- The institution has 02 storey building with the covered area. Irrespective of caste and creed the institution aims at the upliftment of girl child through education and is constantly working hard towards its aim.
- Voltage stabilizers are installed to meet out the problems of voltage fluctuations.
- RO water purifiers are installed to ensure the safe drinking water.

- Generators and inverters are installed to provide uninterrupted power supply
- Generators are also used to fill the water tanks. Constant supply of water is ensured through regular pumping from bore well.

Criterion- V: Student support and progression

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If yes, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Institution publishes its updated combine prospectus for B.A. and B.Ed course annually with clear introduction of vision and mission of the institution by providing adequate and complete information. Details about the regular subjects as well as self-finance is also provided. Information about the admission procedure , fee structure, rules and regulation, uniform, library facility, book bank facility, list of activities, details of different committees and cells are mentioned in the prospectus. The institution follows these details and abides by all the information provided in the hand book--

- Regular subjects available in college
- Subject under self-finance scheme
- Students from all categories can apply for admission.
- General information about the Process of admission in the college is given through the prospectus .
- Suggestions about the selection of a particular subject are given in a short guideline form.
- The rules and regulation of college are described. A few for example:
75% attendance is compulsory. Students are not allowed to bring mobile, if so deposit in office, hostel facility is available. special leave is given with the prior permission of parents and principal.
- Information about the various committees is given such as:
Committee for admission, discipline, magazine, welcome, counseling, decoration, cultural, literary, medical, farewell along with grievance cell, nature club, women cell, student redressal cell, first-aid unit , examination committee etc. List of college holidays is available, information about library book bank, discipline and information of uniform. Necessary

information about the fee structure and scholarship is also given. Important activities to be performed in the college are enlisted. Sketch of perfect uniform is made available.

5.1.2 Specify the type, number and amount of institutional scholarship/free ships given to the students during last four years and whether the financial aid was available and disbursed on time?

Only one type of scholarship is provided and that is Provincial society scholarship of five thousand per annum is given to Christian Minority students. Name of the minority (Christian) students getting this scholarship:

2011-2012 - Lalita, Monica Cyril, Roseline, Rashmi Elizabeth,
Rashmi Kujur, Priya, Sonam, Jeevan Lata

2012-2013 - Rashmi Kujur, Lalita, Monica, Roseline

2013-2014 - Lalita, Monica, Neelmani, Priyanka

2014-2015 - Angelina, Pinki, Lalita, Sharin, Priyanka

The other scholarship is given by the UP government by Samaj Kalyan to all SC /ST and OBC students. Detail is provided in later pages.

5.1.3 What percentage of students receives financial assistance from state government and central government or other national agencies?

Provision of scholarship - Samaj Kalyan gives the scholarship at the state level which is available to the students at the state and national level.

5.1.4 Specific support services/facilities available for

Students from SC/ST and economically weaker sections: The institute provide facility to pay the fees in installments and scholarship is also given to SC/ST by the government.

Student with physical disabilities: College is having ramp facility and exams are arranged for such students on the ground floor.. College provides comfortable furniture according to need. For them books are made available at their convenience with the help of students and teachers.

Overseas students--- our college do not have any overseas student.

Medical assistance to students: health Centre and health insurance etc. : Health centre is nearby so doctor visits as per need As far as medical assistance is concerned health Centre and missionary hospital

is quite near in an easy approach. Dr.Sr.Leesa from missionary hospital visits students time to time.

Organizing coaching classes for competitive exams : No special coaching classes but teachers guide the students time to time

Skill development,(Spoken English, computer literacy, etc.) : To update the students for todays world stress is laid on English speaking and basic computer literacy is provided. Specific classes are not held in the college. Computer classes are organized for students who like to learn. To certain extent teachers subject wise try to teach many things. Such as speaking English, Sanskrit, learning techniques of art, Printing and dyeing tricks in home science

Support for slow learners. The slow learners are given special attention in the class and helped in remedial classes. They are also given tests to understand the topic. Coaching classes are not organized, teachers at personal level guide students. Slow learners are given support according to need by teachers.

Exposure of students to other institution of higher

- Students from all the departments participate at college level in various ways. Participation at national level was by Ms. Shabina participated in North Zone N.S.S. Pre-Republic day parade;she further participated in republic day parade in 2008. Atinternational level we could not reach. Only once one of the student received award from P.M. Manmohan Singh for the participation in parade republic day.

learning/corporate/business house etc.

- Being an U.G. level institution in rural area no exposure to other institutions. Majority parents do not allow their ward leave the station.

Publication of student magazine.

- College magazine is published annually. Students write poems story jokes essential information regarding day today life etc. Staff members also contribute to it by valuable information in their respective fields

Admission Procedure

- Almost all the students from SC/ST get admission on zero balance which college manages from its funds only. Economically weak students are allowed to fees in installment.
- Admission of the students is totally governed by theC.C.S.University Meerut.
- In B.Ed. after the written exam merit counselling is done by the university. Students fill colleges of their choice, accordingly they are selected. According to rule fifty seats are filled by counselling and other fifty seats are for minority.

Table showing the record of students in B.A. and B.Ed. during last four years

B.A.faculty, record of student admission

Year	SC/ST	OBC	Gen.	Minority
2011-2012	135	211	128	143
2012-2013	131	157	122	191
2013-2014	137	198	100	182
2014-2015	196	278	134	73

B.Ed. Faculty

Year	Students of counselling	Students of minority
2011-2012	50	50
2012-2013	50	50
2013-2014	44	37
2014-2015	09	50

B.A. Students who received scholarship

Year	SC/ST	OBC	Gen.	Minority
2011-2012	91	57	22	11
2012-2013	131	-	-	-
2013-2014	137	198	111	06
2014-2015	157	176	81	122

B.Ed. Students who received scholarship

Year	SC/ST	OBC	Gen.	Minority
2011-2012	16	06	0	01
2012-2013	34	-	-	-
2013-2014	1	14	05	04
2014-2015	05	09	09	04

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of efforts.

The practical subjects Home –Science, and Drawing and Painting Department provide opportunity for development of following skills:

Printing and dyeing –Screen printing, Block printing, Stencil printing, Traditional embroidery, Flower arranging, making of take away Rangoli on card sheet, plastic sheet and plywood.

Drawing and painting give them opportunity to learn art and craft articles with paintings.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competition, debate and discussion, cultural activities etc.

- Additional academic support, flexibility in examinations
- Special dietary requirements, sports uniform and materials.
- Any other

Institution has various committees to organize the extracurricular and co-curricular activities. Such as cultural committee, Sports committee IQAC Cell, literary committee, takes care of these activities. National, social and religious festivals are celebrated to promote the cultural skill in the guidance of concerned teacher. Debate, discussion etc. are held at college level and in other college also. Our students get a chance to go to university for participation. Department wise activities have record of it. Academically weak students get personal support for study from staff. College provides uniform for sports. College provides facility for food when they go out. Sports material is provided by the college such as rackets for badminton Table –tennis, Football, Chess, Caroms. College provide sufficient place to play in the form of separate court for basketball and badminton.

our students participate in number of curricular and extra curricular activities at college level as well as inter-collegiate and university level. The institution prepares the students for such activities and tries to benefit them with all the opportunities that they can be availed. Notices in such reference are displayed on the notice board timely. The institution at academic level also supports the students. The institution provides the sports uniform and other necessary equipments.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details of the number of the students appeared and qualified in various competitive exams, such as UGC-CSIR-NET, UGC-NET, SLET, ATE/CAT/GRE/TOFFEL/GMAT/Central/State service etc.

As our college is an U.G. college; support for various exam is not available, but according to need some teachers guide them.

5.1.8 What type of counselling services are made available to the students(academic,personal,career, andpsycho-social etc.?)

Informally teachers guide students. Counselling cell is there which guides and helps the students in all possible manner. different cells and committees are there which help and guide the students to sort out their problems at academic , personal, career and psychological level.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If yes, detail on the services provided to help the students, identify job opportunities and preparethemselves for interview and percentage of during students selected during campus interview by different employers and the programme.

Institution does not possess any structured mechanism for availing job opportunities. But B.Ed. department at personal level accomplish this job. Record is as follows:

- 1-Shalini siddhu—St. Joseph School, Jhangirabad
- 2-Janet George---St. Mary'sAcademy.
- 3-Soniya Morris---Sofia School, Partapur.
- 4-Alisha—St. Thomas School, Meerut.
- 5-Jyoti Joseph—Army Public School, Meerut.
- 6-Deepti Tyagi—Meerut Public School, Meerut.
- 7-Ablisha Rachel----American Kids, Meerut.
- 8-Minni----St. John's School, Meerut.
- 9-Kshma—K.K. Public School, Sardhana.
- 10-Shweta Jain---AcharyaN.S.Jain School, Sardhana.

Approximate fifty to sixty girls got job in school and colleges during last four years. Names of few are mentioned who approached to us.

5.1.10 Does the institution have a student grievance and redressal cell? If yes, list (if any) the grievances reported and redressal during the last four years.

Yes, the institution has informal student grievance and redressal cell in the college during last four years. Sr. Principal took this responsibility along with the teaching staff. The problems of the students are discussed and solved accordingly.

5.1.11 What are the institutional provisions for resolving the issues pertaining to sexual harassment?

This institution is for girls only. Occurrence of such cases was not observed in the college yet the girls are taught and awaken about such issues and are also taught to deal with them.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during last four years and what action has been taken on these?

Discipline committee is taking care of such problems . Dr. Archana Vishnoi, Dr. Poonam, Dr. Vidhushi Tyagi & Mrs Nimisha are incharge of this committee along with 06 students of discipline committee. During last four years no such cases happened in the college.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

For the students welfare the institution takes trouble to help them with scholarship as well as they have supported by paying fees in installment and no fees at all.

5.1.14 Does the institution has a registered Alumni Association? If “yes”, what are its activities and major contribution for institutional, academic and infrastructure development?

Institution does not have registered alumni association. Yet time to time old students come to the institution, give the valuable suggestions and guide the students. This year college has started working on having a registered alumni.

5.2 Student Progression

5.2.1 Provide the percentage of students progressing to higher education or employment (for the last four batches) highlight the trend observed.

Student progression	%
UG to PG	App.50%
PG to M.Phil.	APP.02%
PG to Ph.D	App.02%
Employed-Campus selection	1%
Campus selection	.5%
Other than campus recruitment	App.10%

It is not possible to gather the data adequately, so approximate data is given based on the information from old students who are in touch of staff members.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years(cohort/batch wise as stipulated by the university)? Furnish programme wise details in comparison with that of the previous performance of the same institution and that of the affiliating university in the city/district.

Year	Students appeared			Students passed		
	B.A.I	B.A.II	B.A.III	B.A.I	B.A.II	B.A.III
2011-2012	204	177	236	197	168	233
2012-2013	240	196	165	218	183	159
2013-2014	229	209	186	220	207	178
2014-2015	272	201	208	259	194	203

5.2.3How does the institution facilitates student progression to higher level of education and/or employment.

The teachers motivate the students to opt for higher education as it is essential for survival in today's world. The institution is running a professional course that provides the opportunity to the students to seek for respectable employment. Teachers at personal level facilitate the students. College benefits the student and help them to approach the teachers any time as per need.

5.2.4 Enumerate the special support provided to the students who are at the risk of failure and drop out?

This process is governed by the university in the form of **Back Paper** and for left out practical subject examination due to Circumstances, University gives chance to those students to perform at a particular college. There is no provision for the dropouts in the college according to university rules.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to the students provide details of participation and programme calendar.

In our college various facilities for games and sports are available, such as indoor games and outdoor games. Sports, games, and cultural activities promote the personality of student in a systematic way. College provides opportunity for the following games: Basketball, Badminton, Kho Kho, Cricket, Table Tennis, Kabaddi, Carrom and Chess.

Various activities of the college during the session are as follows: Election of student council, welcome social and hunt of talent in students, Independence Day (Patriotic song competition), Eid celebration, Teacher's day, General knowledge competition, Hindi Week, Group dance competition on a particular theme, Gandhi Jayanti and bhajan competition, Jain dharma utsav, Laghunaatika (Nukkranatak competition) Youth day celebration, Christmas celebration, Christmas natak, debate, Republic Day, Feast of saint Claudine, Founder of congregation, exhibition in departments, chart and poster competition on national issues, rangoli competition, cooking competition, making candles and thal decoration etc. Prayer service of all religions, fancy dress competition, Sports, games, and cultural activities promote the personality of student in a systematic way. College provides opportunity for the following games:

Indoor Sports include - carom, chess, table tennis

Outdoor Sports include – basketball, badminton

Games – Kho-Kho, Kabbadi

Cultural activities include – Solo dance Group dance ,dance, Extempore, Skit according to occasion, Bhajan competition, shlokagayan in Sanskrit, Debate on Current issues of society like Bhrashtra, women empowerment, Moral values, Education of girls global warming etc. Fancy dress competitions also support the knowledge and entertainment. Celebration of national and religious festivals activities is done timely. Co-curricular activities provide true and practical experience, stimulate acting, recitation, dancing and singing skills in the students. In short these activities in college motivates learning and decision making and develop physical, psychological, ethical, academic, civic and social, aesthetic and many more values.

Extracurricular activities are the component of non-academic allowing further development of personality. These are part and parcel of any institution.

Departmental activities at a glance

Hindi department

2011-2012

Debate, Sanjay Gandhi PG College Sarurpurkhurd Meerut.(shrikriparam inter debate competition) Topic-Bhartiya rajniti ka vartman swaroop lok tantra ke liye ghatak hai. Karishma and soniya from B.A. third year stood first

2012-2013

Debate in Ch. Choturam PG College Muzaffernagar.

Topic – Rashtriya khadyaa suraksha adhiniyam rashtra hit me hai.

Anchal Sharma from B.A.I and Shalujain B.A.III

2013-14

Debate in Sanjay Gandhi PG College Sarurpurkhurd Meerut (shrikriparam inter debate competition) Topic-Bhartiya rajnitik dalo par vyakti vishesh ka adhipatiya. B.A.II Ayuushi jain, B.A.I Anchal **2014-2015**

Debate in Ch. Choturam PG College Muzaffernagar.

Topic- samajik networking samaj hit me hai. Anchal Sharma B.A. second year.

Debate in Sanjay Gandhi PG College Sarurpurkhurd Meerut

Topic- vartman me media ki atisakriyata. Anchal Sharma and Aushijain together stood first fro B.A. second year.

Year wise result and students of B.A.III obtained maximum marks in the subject:

2011-2012- Record of marks not available, 2012-2013- Karishma-84,

2013-2014-Record of marks not available, 2014-2015- kajal Tyagi-76

English Department

2011-2012

1-Seminar on MulkrajAnanda in interdepartment. 2-Elocution classwise,3-Essay competition, 4-Seminar on Reniassance and metaphysical poetry,5-Seminar on Charled Dickens, in inter department.6-Patriotic group song competition.

2012-2013

1-Introduction and orientation of B.A.I English students.2-Seminar on MulkrajAnanda in interdepartment,3-Elocution, 4-Quiz,5-Essay writing competition,6- poster making competition,7- Proverb competition

2013-2014-

1-Orientation programme,2-language Workshop, 3-essay competition,4-Guest lectures from other college professor

2014-2015-

1- poster making competition,2- Proverb competition,3- language Workshop,4-Essay competition.

Year wise result and students of BAI.III obtained maximum marks in the subject:

2011-2012- Record of marks not available,

2012-2013- Karishma-84,2013-2014-Anu-76,2014-2015- kajal Tyagi-81.

Sanskrit Department

2011-2012

Neetivakya/Suktilekhana competition, Sanskrit Shloka/Geetgayan competition, Antyakshari Competition among two groups of B.A.I and B.A.II.

2012-2013

Sanskrit speech competition, Sanskrit shloka antyakshar iNeeti shloka Lekhn competition

2013-2014

Sanskrit date calendar competition, Rakhi making competition, Sanskrit shloka/Vedic mantra lekhan

2014-2015

Sanskrit Geet gayan competition, Sanskrit poster competition, Antyakshari of snankritshloka was organized.

Year wise result and students of B.A.III obtained maximum marks in the subject:

2011-2012- Record of marks not available,

2012-2013- Pragya Jain-78, 2013-2014- Anu-76, 2014-2015- Shalu-92.

History department

2011-2012

Quiz competition among - B.A.-I, B.A.-II and B.A.-III

Project on Mahatma Gandhi and Indian Culture by-B.A.-I, B.A.-II, B.A.-III

Guest lecture by Dr. K.D.Sharma (Head of history deptt. Meerut College Meerut) Topic was Revolt of 1857.

Guest lecture and power presentation by Dr. K.K.Sharma (Head of history deptt. M.M. College Modinagar) Topic was Sinauli Excavation

Exhibition on BhartiyaSwantrataMahanayak

Symposium

Prize distribution and closing ceremony.

2012-2013

Quizfor the whole class

Project on Jain Dharma, Buddha Dharma, and Ancient Culture

Guest lecture by Dr.R.S.Agarwal, Dean History deptt.C.C.S.University

Meerut. Topic-Mahatma Gandhi and National Movement

Power Presentation by Dr. SaritaGoel Head of History deptt.R.G.P.G.College, Meerut.

Exhibition on Indian Culture-IthaskaZarokhe se

Symposium

Prize distribution and closing ceremony.

2013-2014

Quiz for B.A.-I, B.A.-II, B.A.-III

Project on-Epigraphic and National Movement.

Exhibition on 1857, First Independence of India using live presentation through charts, models, fancy dress and cultural presentation. List of guest is as

follows:Dr. K.K.Sharma,Dr. GeetaShrivastav, DrK.D.Sharma,Dr. Daves
 Sharma, Dr.SwranSingh,Dr. SumangalPrakash
 Symposium on class wise syllabusB.A.-I, B.A.-II, B.A.-III
 Extempoclass wise-B.A.-I, B.A.-II, B.A.-III
 Speech competition
 Prize distribution and closing ceremony.
 2014-2015
 Quiz from first two units
 Project on Religion and culture, Exhibition on Ancient India from stone age to
 Rajput period through live and non-live model, charts rangoli etc.
 Guest lecture by Dr. K.D.Sharma (Head of history deptt. Meerut College
 Meerut) Topic was 19th20thshatabdikarashtriyachintakokashakshikvichar
 Exhibition on waste product by the college girls
 Lecture on voting awareness by S.D.M.andthasildar of Sardhana
 Projects and lecture on health, environment and water saving
 Symposium
 Prize distribution and closing ceremony.
 Year wise result of B.A.III; obtained maximum marks in the subject:
 2011-2012- Record of marks not available,2012-2013- Neelofarali -80
 2013-2014-Nisha Som—83, 2014-2015- Rupal-70

Political Science Department

2011-2012

Competition-Project on Atankwad, 14 girls participated and result
 Group Discussion on Mahiliokisthithi, In all 30 girls participated in froup 10
 girls each. Quiz competition on UNO. 16 girls took part in it.
 Poster competition-Bhrashtra.Project on -SanyuktRashtraSanghatan.
 SanyuktRashtraSangh, SanyuktRashtraSangh charter byB.A.III

2012-2013

Essay Competition, topic was-Rajniti me apradhikaran. Thirty six girls
 participated in it.Skit competition on Life of Gandhiji seven girls
 participated.Speech competition on current affairs, twenty girls
 participated.Chart competitionon National movement by 20 girls.Quiz
 competitionon Indian Constitution

2013-2014

Skit onGandhi Movement.Speech competition on corruption, seven girls
 participated.Poster competition on BandiPrathyaxikaran, 30 girls took part in
 it.Quiz competitionon Current Affairs.

2014-2015

Speech competitionon two topics-Rashtrakevikasmeyuvayokibhumika, seven
 girls participated.Another topic was Strimatadhikar,seven girls
 participated.Chart competition on Election Awareness and National
 Movement by fifteen girls.QuizcompetitiononGandhiji's life. Four groups
 were made. Fancy dress on national leaders, quiz on current affairs.
 Year wise result of B.A.III, maximum marks in the subject:

2011-2012- Record of marks not available, 2012-2013- Neelofarali -69,
2013-2014-Anu-63, 2014-2015- Arshi Malok-72

Home Science Department

2011-2012

B.A.I-Flower Arrangement with the use of Vegetables. Poster making- Save Girl Child. Rangoli competition with the use of tiny stones (Coloured Rodi), Kathputli Making competition, Project on Insurance.

Best traditional embroidery article competition (Kantha of Bengal)

B.A.II-Block Printing Competition, Screen Printing Competition and Stencil printing, tie and dye and batik work.

B.A.III-Diet Plan competition-Topic was Diet plan for lactation, Salad and cooking competition- Preparing snacks for adolescent, Table setting and napkin folding competition.

2012-2013

B.A.I-Dry Flower Arrangement competition, Poster making on Dahej and Bhuran Hatya, Rangoli of flowers competition, Spoon and Glass Puppet competition, Project on bank schemes.

B.A.II-Best traditional embroidery article competition (Sindhi), Block Printing Competition, screen Printing Competition and stencil printing competition. Tie and Dye competition and batik competition by

B.A.III-Diet Plan competition-Topic-Diet plan for School going child Salad competition, cooking competition- Preparing Steamed snacks and decorative napkin folding competition.

2013-2014

B.A.I-Flower Arrangement for corner competition, poster on Women empowerment, Rangoli of Marble Dust, Paper Plate Puppet, Project on Types of bank accounts.

B.A.II-Best traditional embroidery article competition (Shadow work of Lucknow), Block Printing, Screen Printing and Stencil Printing, Tie and Dye and Batik Competition

B.A.III-Test-Planning of diet for fever, Salad and decorative napkin folding competition, Preparing South Indian snacks.

2014-2015

B.A.I-Fresh Flower Arrangement competition, Poster-save environment Rangoli by rice and dal, Finger Puppet competition and Project on Post office.

B.A.II-Best traditional embroidery article competition (Kashmiri) Block Printing, Screen Printing and Stencil Printing Competition Tie and Dye Competition and Batik Competition

B.A.III-Diet Plan competition-Topic-Diet plan for diabetes Cooking competition (North Indian snacks). Informal napkin folding competition.

Year wise result of B.A.III obtained maximum marks in the subject:

2011-2012- Record of marks not available, 2012-2013- Tanusheer-83,
2013-2014-Anu-72, 2014-2015-Sheeba-77

Drawing Department

2011-2012

B.A.I-Texture competition, Karishma Quraishi gave best performance
Landscape drawing competition in C.C.S. University Meerut. Jeevanlataben J.,
Sonam Vandna, Priyasingh (B.A.III) participated in it.

B.A.II-Portrait making, **B.A.III-**composition was done nicely by Anuradha

2012-2013-

B.A.I- card competition, chart competition and rangoli competitions
Drawing Composition in R.G.P.G. College Meerut. Deepthyagi,
Jeevanlataben Jandshikhatyagi (B.A.III) participated.

2013-2014

Card and waste material competition, poster and card competition

Sociology Department

B.A.I-Chart making on Child labor and Debate on Indian social evils.

Best student-Rakhi

B.A.II-Chart making on Dowry and Debate on Terrorism.

Best student-Poonam

B.A.III-Chart making on Corruption and Debate on Child exploitation

Best student-Reeta

2012-2013

Chart making on status of Women by B.A.I,

Debate on Indian Drug Abuse by B.A.I, Best student-Ranu (B.A.I)

Chart making on Pollution by B.A.II, Debate on Domestic Violence by B.A.II,

Best student-Anchal (B.A.II)

Chart making on Dowry problems by B.A.III 1st-Skikha, Debate on Poverty by
B.A.III, Best student-Reshma (B.A.III)

2012-2013

Chart on status of Women and debate on Indian drug abuse by B.A.I,

Best student-Ranu (B.A.I)

Chart making on Pollution and Debate on Domestic Violence by B.A.II,

Best student-Anchal (B.A.II)

Chart making on Dowry problems and debate on poverty by B.A.III

Best student-Reshma (B.A.III)

2013-2014

Chart making on Unemployment and debate on Child Labour by B.A.I,

Best student-Ranu (B.A.I)

Chart making and debate on Dowry and Terrorism by B.A.II

Chart making and debate on Crime and Juvenile Delinquency by B.A.III.

2014-2015

Chart making on Pollution and Debate on Child Female Foeticide B.A.I

Best student-Neeru (B.A.I)

Chart making and debate on Pollution and Dowry by B.A.II

Best student-priyanka (B.A.II)

Chart making and debate on Suicide and gender inequality by B.A.III
Best student-Nikita (B.A.III).

Economics Department

2011-12

- Chart making competition by B.A. I
- Best student – Dolli Rani
- Debate – effects of globalization on Economics by B.A. I & B.A. II

2012-13

- Quiz on current affairs of Economics by B.A. I
- Best student – Pooja & Prachi Jain
- A Essay competition by B.A. III

2013-14

- Chart competition – Economic thoughts of Mahatma Gandhi by B.A. I
- Group Discussion on causes of inflation by B.A. II
- Best student – Shalu Jain

2014-15

- A talk on Banking by Mr J.L. Gupta for B.A. I, II, III
- Chart competition on national income by B.A. II
- Best student – Sakshi, Shweta

B.Ed. Department

Activities of the faculty at a glance

Orientation programme, welcome social for the freshers, independence day, teacher's day, hindi diwas, eid celebration, Gandhi Jayanti, dasherra, Diwali, student's day, holi, women's day, essay competition, poster making on social awareness (dowry, pollution, save girl child, and domestic violence).

Best students at academic and overall level

Year	Academic	Overall
2011-2012	Shilpi Jain	Monica Jain
2012-2013	Ankita Jain	Liliyan Victor
2013-2014	Shubhang Jain	Deepti Yagi
2014-2015		Charusingh

Cultural activities of B.Ed. faculty at a glance

All national, religious and cultural are celebrated together. Mainly activities of scout and guide camp are furnished by B.Ed. students by full enthusiasm.

Welcome and farewell social is done by on their own.

Separate student council is worked out by nomination process by the teaching staff to work out the various activities of B.Ed.

2011-2012

Designation	Name of student
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President	Manisha chaudhry
Treasurer	Uzma Khan
Cultural secretary	Komal Maheshwari

2012-2013

Designation	Name of student
President	Ankita jain
Treasurer	Deepika Jain
Cultural secretary	LilyanVictor

2013-2014

Designation	Name of student
President	Anchal Karnwal
Treasurer	Shilpa Jain
Cultural secretary	DeeptiTyagi

2014-2015

Designation	Name of student
President	Sonia
Treasurer	Charu Singh
Cultural secretary	Shweta Jain

Eco club in charge-Rashmikunjur

Sports Activities

List of games in college- Basketball, cricket, badminton, table tennis, khokho.

Players of basketball-12, khokho players-12

Volleyball is available from 2015-2016.

Computer classes have the following course outline for students

Hardware, input devices, system units, output devices, Software-application of software, the generations of computer-personal computer, minicomputer, main frame, super computer. Introduction to Microsoft windows-The desktop, files and folders, working with files notepad, WordPad. Microsoft office M.S. word, M.S.excel, M.S. power point.

Table showing the result of exams of B.A.III during last four years

	1 st division	2 nd division	3 rd division	No. of students
2011-2012	15	152	32	221
2012-2013	32	76	19	149
2013-2014	21	111	18	176
2014-2015	18	105	47	194

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels:

University/state/Zonal/national/International etfor the previous four years.

Debate in Ch. Choturam P.G. College Muzaffernagar.
 Topic- samajic networking sewasamaj hit me hi. Anchal Sharma B.A. second year.
 Debate in Sanjay Gandhi PG College Sarurpurkhurd Meerut
 Topic- Vartmanmemediakiatisikriyata. Anchal Sharma and Aushijain together stood first fro B.A. second year.
 Best NSS volunteer –Barkha in 2011-2012
 karishma achieved first position in National level “Essay Competition on oil conservation-Your Role in its Promotion.” Further she got prize for writing essay on-“ChotePradeshdeshtkipragati me sahyakathvabadhak” by Purshotam Das Tandon Hindi Bhawansamiti.

5.3.3 How does the college seek and use data and feedback from its graduates and employers to improve the performance and quality of the institutional provisions?

The college organizes meetings with the stake holders, collects the feedback and use their valuable suggestions for the better performance and enhancement of the quality of the institutional provision. No formal specific process is adopted till now. Sometimes teachers and Re. sr. of convent gather this information from students to improve the quality of work.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazines, and other material?

List the publication/materials brought out by the students during the previous four academic sessions.
 College encourages students to write article for college magazine, and making posters on social and national issues to improve their skills.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

College has its own mechanism for selection of student council based on democratic principle. Students are nominated by the students for prime post of the council. Voting is done under the supervision of principle and staff every year. Details council members are given in prospectus.

5.3.6 Give details of various academic and administrative bodies that have student representative on them.

Record of Student council of year-2014-2015

Designation Of the student	Name of the student
President	Ayushi Jain(B.A.III),
Vice president	sana(B.A.III), Anchal(B.A.II),
Secretary	kamarjhan(B.A.III),Sahiba(B.A.II),shazia(B.A.I),
Treasurer	Jyoti (B.A.III),Rakhi(B.A.II),Anam(B.A.I),
Cultural Head	-Sheeba(B.A.III), Rebica(B.A.II),Shimali(B.A.I).
Literary Head	JyotiChaudhary(B.A.III),Jyoti(B.A.II) Priyanka(B.A.I),
Discipline Incharge	Jasmin,Shahnaz(B.A.III), Shweta,Gurmeet(B.A.II),Anjaleena,Shgufta(B.A.I).
Sports Incharge	Neelmani,sapna (B.A.III) ,Azka,nahid(B.A.II), Anjali, Swati(B.A.I).

Record of Student council of year-2013-2014

Designation Of the student	Name of the student
President	Shalu(B.A.III)
Vice president	Jyoti(B.A.III), Jyoti II
Secretary	Simpal B.A. III, Kamar jahan II, Sahiba I
Treasurer	Kajal Sharma III, Sapna Chaudhry II, Jyoti I
Cultural Head	Jyoti III, Shivani Tyagi II, Rebecca I
Literary Head	
Discipline Incharge	Sonia, Monty, Radha , anchal, Shalini
Sports Incharge	Neelmani, Jyoti, Sapna

Record of Student council of year-2012-2013

Designation Of the student	Name of the student
President	Neha rani
Vice president	Karishma,Lalita
Secretary	Nigar
Treasurer	Megha,Rashmi, Nisha
Cultural Head	Surbhi,Roselene
Literary Head	Nilofer, Tanu(B.A.III)
Discipline Incharge	Tamsheer(B.A.III),Monica(B.A.II)Ayushi(B.A.I)
Sports Incharge	Roseline, Jyoti, tanu

Record of Student council of year-2011-2012

Designation of the student	Name of the student
President	shivani(B.A.III)
Vice president	
Secretary	
Treasurer	
Cultural Head	Neelofalali(B.A.III)
Literary Head	
Discipline Incharge	Tamsheer(BA.III)

Calendar of college activities for the last four years

2011-2012

Date	Activities
6 -8-11	College staff meeting
8-8-11	Teaching started in college
15-8-11	Celebration of Independence day with flag hoisting and patriotic songs with the message our great leaders of india.
18-8-11	Welcome social for freshers, along with the cultural programme by B.A.II and B.A.III ended with the talent hunt for new comers and selection of miss fresher based on personality and general knowledge
20-8-11	Holy Mass in the Basilica at the beginning of the academic session-2011-2012.Election for student council.
24-8-11	Oath taking ceremony
29-8-11	Eid celebration furnished with the pious messages of kuran.
5-9-11	Teacher's day celebration, cultural activities by the students i.e. music and dance with the Feast of Sr.Dina.Teachers were welcomed by flowers and tika.
8-9-11	Special programme for girl child day. Poster making and speech by Dr. Archnavishoni
10-9-11	Quiz Competition on general knowledge was organized by Dr. Archnavishoni and DR. Meenakshi
14-9-11 to 20-9-11	14 th -20 th sep. Hindi pakhwara was celebrated with debate and cultural programme including Nukkranatak and kavisammelan,Narisamasya, rishwatkhorl,and guru mahima was discussed by the students. Students took oath for the development of Hindi AndherNagri and chaupat raja play was appreciated by all.samapan of Hindi pakhwara was followed by the rangarangprogramme.shakshi stood first in singing
25-9-11	Flower arrangement and rangoli competition was organized by Dr. manjari in Home-science department.
30-9-11	English dept. had paper reading on MulkrajAnanda in the supervision of Dr. Meenakshi.This reading helped in speaking skill of English
1-10-11	The Pol.Sc.Dept.celebrated Gandhi Jayanti. The hall and class room were

	well decorated with the posters and rangoli work.
10-10-11	Dasherra celebration with group dance and music.
13-10-11, 14-10-11	Seminar in History dept. Talk about ancient India by professors of NAS college Meerut with the use of power point
14-10-11	Talk on Mulakraj Anand in English dept.
18-10-11	Head of St. Joseph Institution in 28 country in the world Mother Gen. Angeles Alino and monica RJM visited our college. Beautiful cultural programme was organized by college to greet her and community..
19-10-11	B.Ed. started their practicals.
24-10-11	Deepawali celebration followed by prayers and dance entertainment
30-10-11	Talk on Mahatma Gandhi in Pol. Sc. Dept.
2-11-11	Lecture on future of Hindi by Dr. Naveen Lohani from CCS university
10-11-11	Revolt of 1857 in India by Dr. Jiley Singh from Sarurpur P.G. college
11-11-11	11-11-11 to 23-11-11 back paper
19-11-11	Dr. Bharendu Pandey's talk on relevance of Sanskrit in Sanskrit Dept.
15-11-11	Youth Day was celebrated
20-11-11	Picnic to Delhi
21-11-11	Talk by K.D. Sharma and R.S. Agarwal in History Dept. by using Power point, in History Dept.
28-11-11	Lecture by Poonam Lakhanpal on reviving moral values through culture in Sanskrit Dept.
3-12-11	Home Sc. and N.S.S. unit team organized talk on AIDS and Family Planning for whole college by Dr. of health centre.
12-12-11	.Allocation competition in English Dept.
14-11-11	Visit to Lucknow for NAAC meeting by Dr. Manjari and Dr. Meenakshi.
16-12-11	Talk on Human Rights by Dr. Anjali
17-1-11	National seminar was attended by Dr. Mahima Suchi, and Aradhna.
19-12-11	Chart making in Drawing dept.
20-12-11	Christmas celebration, play of Jesus Christ, with his sayings for social welfare. Shepherd dance by girls.
21-12-11	Four students participated in art and rangoli competition in C.C.S university.
21-12-12	Christmas celebration by teaching staff and congregation.
19-1-12	Karishma and Sana from B.A.II won trophy for college in debate at Sarurpur P.G. College
26-1-12	Republic day celebration with patriotic songs and dance.
3-2-12	Feast of Saint Claudine. Play of Saint Claudine was depicted beautifully.
12-2-12	Practical exams, preparation leaves and theory exams

2012-2013

13-7-12	Admission process started.
19-7-12	Exams of B.Ed. session 2009-2010 and 2011-2012 began
20-7-12	On line registration started
15-8-12	Independence day celebration by B.A. and B.Ed.

18-8-12	Staff meeting of BA with sr. christeena with the help of powerpoint. Time table and calander was discussed for the session.
23-8-12	B.A. started its session
24-8-12	B.Ed. session for 2012-2013 started.
14-9-12	Hindi pakhwara celebration by B.A. and B.Ed.
18-9-12	Oath ceremony of student council
26-9-12	Sr. Rose provincial of Delhi visited college. college organized cultural and exhibition by the home science and Drawing deptt.
2-10-12	Gandhi Jayanti celebration by college
12-10-12	B.Ed. session 2011-2012 had their practicals
8-11-12	Diwali celebration with thalsajja, diyasajja along with beautiful rangoli by the students.
26-11-12	Back paper exam
29-11-12	Flower arrangement competition by Home sc. deptt.
22-12-12	Christmas get together with play on Jesus Christ's life. songs etc.
4-2-13	Feast of St. Claudine. France revolution was enacted by college girls.
18-2-13	Vote awareness rally
28-2-13	N.S.S. camp started in nearby village Bhatwara
6-3-13	N.S.S. camp closing ceremony
12-3-13	B.Ed. teaching till 20-3-13
13-3-13	College picnic in Drizzling land of Ghaziabad
14-3-13	Farewell function and prize distribution.
19-3-13	Feast of St. Joseph followed by prayer service.
21-3-13	Staff meeting prior final exams to distribute duties etc.
6-4-13	Hindi Bhawansamite gave up prizes for essay writing.
10-4-13	Scout and guide camp of B.Ed. faculty
20-4-13	B.Ed. farewell function
1-5-13	Feast of St. Joseph and Worker's day celebration
2013-2014	
16-7-13	Online registration began. Exams of B.Ed. faculty.
8-7-13	Staff meeting and classes started.
15-8-13	Celebration of Independence day.
16-8-13	Orientation programme for B.A.I
22-8-13	Meeting of B.Ed. staff with sr. christeena and discussion of time table to be followed
29-8-13	B.A. staff meeting. Result of B.A. III was discussed along with the tentative time table.
4-9-13	Blessed Dina's feast celebration with prayer and her teachings.
5-9-13	Teacher's day celebration with short cultural programme.
8-9-13	Birthday of Mother Mary and Girl Child day was celebrated.
15-9-13	Hindi Pakhwara by B.A. and B.Ed. faculty
17-9-13	Welcome social, cultural by B.A.II and B.A.III. Talent hunt of B.A.I students.

18-9-13	Selection of student council
22-9-13	Ceremonial oath taking ceremony by the office bearers of student council.
2-10-13	Celebrating Gandhi Jayanti. Fancy dress of political leaders.
21-10-13	Cultural society organized dandia dance competition.
18-10-13	Youth day celebration. Debate on misguidance of youth by Hindi deptt.
25-10-13	All religion prayer by students.
30-10-13	Deepawali celebration with rangoli competition
10-12-13	Human right celebration. Street play in the college. our students participated in skit competition in R.G.P.G. college Meerut.
16-12-13	Seminar on computer education
19-12-13	Christmas celebration with spirit of joy. Jesus Christ teaching and his life were depicted by a beautiful play and dance.
21-12-13	Christmas get together with prayer, fun and food and gifts for everyone.
3-1-14	New year celebration
5-1-14	Two students of our college participated in debate at Muzaffernagar and got trophy for their excellent presentation
8-1-14	Workshop on preparation for IAS/PCS exams by Vidhya Institute.
9-1-14	Home exam started.
26-1-14	Republic Day celebration.
3-2-14	Feast of St. Claudine; the founder of college. Short cultural programme with prayer service to honor her.
15-2-14	B.Ed. teaching started.
18-2-14	Swami sachiddanand visited our college and told about the Tyagarchnaie. Sacrificing for the needy ones.
20-3-14	NSS unit had their one week day and night camp.
12-3-14	Prize distribution in college.
10-3-14	Speech by SDM on vote awareness
12-3-14	Cooking competition in Home Sc. dept. and poster making in Drawing dept.
16-3-14	Silver jubilee celebration of Parish priest father John
18-3-14	Farewell social for final year students
28-4-14	Scout and guide camp
6-5-14	Farewell in B.Ed. faculty.
2014-2015	
16-7-14	Admission process began
26-7-14	Registration process in action for B.A.
4-8-14	Staff meeting with principal and discussion of time table and calendar of college activities.
15-8-14	Independence day celebration.
30-8-14	The provincial Sr Rosely Joseph is the councillors visit
05-09-14	Teachers Day Celebration
6-9-14 to 9-9-14	Hindi week was observed
13-9-14	Short workshop by HP gas agency on the safety issue
19-9-14	Freshers welcome

21-9-14	Students council election
02-10-14	Gandhi Jayanti celebration was held
18-10-14	Diwali Celebration
5-11-14	Movie was planned for the entertainment of students
15-11-14	G.K. quiz
26-11-14	Student day was observed by various competition
20-12-14	Christmas Celebration
12-1-15	Home exam began
26-1-15	Republic day celebration
3-2-15	Foundress St Claudine day was celebrated
2-3-15	NSS – Camp closing ceremony
19-3-15	College Patron Saint, St Joseph's feast was observed
15-3-15	Farewell for but going student
24-3-15	Annual Univ. Exam
2-4-15	Farewell for B.Ed. Dept
	Session ends

5.3.7 How does the institution network and collaborates with the alumni and former faculty of the institution.

The institution does not have a formal registered Alumni. But the staff is in touch with the ex- students and time to time invite them for major functions of the college. This year the college has started Alumani Asociasion in the college.

Some of the Alumni members are as follows—

- Ms. Sapna Edward- 1985 a govt. teacher
- Mrs Kiran Bala – 1986-1987 a govt. teacher
- Mrs. Anchal - 1986 teacher
- Shashi jain- 1987 - teacher
- Kamii Jain- 1987- teacher
- Sweeti shah 1987- teacher
- Bhawna Sharma – 1987- teacher
- Archana Singh- 1988 - teacher
- Anjula - 1992
- Nidhi Garg- 1994- Govt. teacher
- Ranjana- 1996- Govt. teacher
- Jackline Singh- 2001 – govt. teacher
- Kriti Sharma- 2002 teacher
- Amita Shulka- 2003- govt. teacher
- Rashmi kujur- 2013- teacher

Criterion VI : Governance, Leadership and Management

6.1 Institutional vision and Leadership :

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the Institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future etc?

The vision of the Institution

The vision of the institution is to make God known and loved by means of human values in all social milieus, to facilitate and empower the women of rural and socially backward areas with opportunities to recognise and develop their hidden talents through education and co-curricular activities and thus enable the students to meet and face the demands of the global world educationally, socially, culturally and economically through the motto, (कर्मणेव हि संसिद्धि)

The mission of the institution

The mission statements of the college are as follows –

- To make students aware of God, sacredness of life and the need for prayer.
- To continue the tradition of working for justice, peace and empowerment of women and the poor through higher education.
- To sensitize the students to the needs of society in the changing global world with a holistic approach to the education, both inside and outside the class-room.
- To promote a true knowledge of life among the girls and motivate them to change their mindset for a better quality of life.
- To provide staff and students the best possible opportunity for academic proficiency and growth.
- To inculcate in the students the dignity of human life in all its aspects without any discrimination of caste, creed and culture.

- To help the girls to be independent, responsible, well-balanced and efficient women and to be a source of blessings in the family and society as daughters, life-partners, mothers and creators of happy homes through quality higher education.
- To help the students such a way that they are able to face the difficulties and struggles of life and thus become the messenger of peace and goodness all around.

The distinctive characteristics of the Institution

- The institution is able to carry out its mission by admitting the girls in the college coming from rural area and background from nearly 22 villages especially the students from SC and backwards classes.
- The students from rural area and villages are not able to get admission in city colleges and far away places due to lack of proper transport facilities. So college is able to admit such students. Being the minority institution, the minority students are able to get the admission under quota and study in the college.
- In order to inculcate goodness in the students the institution has daily assembly where moral values are stressed upon. News reading is compulsory to keep the students in touch with the burning social issues of the day. Inter-religious prayer during assembly and the talks on various social issues along with peace and harmony sensitise students to the burning social problems of the day on one hand and generate love and respect for all religions on the other hand.
- The institution organise talks and rallies related with the current social issues from time to time. Talks on clean and green environment, are also encouraged. Work shops on various skills are conducted to enhance teaching-learning and to add up their efficiency. The institution takes care of the physical needs of the students by having regular sports classes and the various games played outdoor and indoor. Regular health check up, camps and the talks by the doctors help the students to grow physically strong.

- The NSS programme in the Institution is a great source of help to carry out various activities inside and outside of the college. The nearby backward village is adopted by the NSS students in collaboration with the local municipality department.
- The college has regular yoga in the morning and physical exercises for the students.
- Yearly planner for the whole year is designed during the staff meeting before the session begins. Student orientation and staff orientation are the activities of college which helps them to be united and to have love and commitment for the mission. The professional course like B.Ed. helps the girls to stand on their feet. The institution helps our B.Ed. students to get a job through personal contacts with reputed schools.
- Value educational classes are conducted every day during zero period and during daily departmental Assembly.

6.1.2 What is the role of top management, Principal and faculty in design and implementation of its quality policy and plans ?

- ❖ The top management, principal and the faculty by being in tune with each other provide best required facilities.
- ❖ At the outset of the session, staff-meetings are arranged to discuss the academic calendar, set the line of action and plan out the activities of the college. Different responsibilities are distributed among the teachers, tentative deadlines are decided to achieve our aims.
- ❖ The principal takes all the pain by involving all the faculty members in implementation of the guidelines, maintain discipline, provide quality education and value based education and motivates them for financial independence.
- ❖ The Secretary of the college from management calls for a meeting with managing committee. The principal conveys the matters concerning the college to the Secretary. The principal takes round in the the morning so that discipline of the college is maintained well. During staff meeting the principal ensures that every member of the faculty takes great interest in volunteering the various responsibility for common and departmental activities.

- ❖ The classroom teaching is also observed by the principal regularly in the morning. The meetings of non-teaching staff and the student council is also carried out to have a balanced approach to the mission of the Institution.
- ❖ Academic calendar is well maintained as it is printed in the prospectus and timely changes are done during staff meetings according to the requirements.
- ❖ The group sms, telephonic contact and e-mails are used to contact the parents. The grievance redressal cell in the institution serves the purpose of better communication with the students.
- ❖ The management of the institution works in collaboration with the principal and staff in order to fulfill the mission and the future plans of the college.
- ❖ The main policy of the management is to ensure quality education, discipline, proper building and a clean hygienic and eco-friendly atmosphere and it is carried out well. The faculty of the institution plays an important role in the campus. They are dedicated and committed to the mission of the institution.
- ❖ The management arranges talks and orientation programme for the staff so that the mission of the college is carried out smoothly.
- ❖ The beautiful practice of the institution is to start every activity of the college with a prayer and in a prayerful atmosphere every activity is planned well.
- ❖ The principal maintains a notice register and notices and informations are given to staff through this means. Staff room notice boards are also used for better communication between principal and staff. Outside notice boards are placed in the campus to communicate with the students.
- ❖ Twice a year managing committee meetings are held to maintain proper functioning of the college.

6.1.3 What is the involvement of the leadership in ensuring :

The policy statements and action plans for fulfillment of the stated mission.

- The principal along with the secretary calls for a meeting with the staff and administrative staff from time to time to discuss the academic calendar and various activities related to that and their implementation and outcomes of the plans.

- Daily assembly in the college in order to concientize the students about God, society, environment and our country.
- Talks, seminars workshops and orientation programmes are carried out in the college on regular basis.
- Sports classes, outdoor games, yoga, physical exercises are means to ensure physical development and an education tour is helpful too.
- Assembly prayer and prayer before any activities, moral classes and tanks on spiritual matters, Inter religious talks and seminar are the means through which the institute carries out and ensures the spiritual growth of the students.
- The institution time to time conducts G.K. Quiz, departmental quiz and debates, talks on social issues, symposiums, essay writing competition are the activities carried out in the college, which are helpful for the students to develop the intellectual capacity.
- The students are involved in social activities through NSS (National Service Scheme) in the college and outside the campus. Through rallies, poster making, street plays and awareness programmes the students are able to get in touch with the reality and render services to the needy brothers and sisters of our society. Teaching poor children of the locality and admitting few children to schools those who do not go to school is also done by the students and the staff incharge of NSS.
- Through computer class and the various skill workshops the students are able to learn the skills which will ensure their future besides the syllabus given by the university. The waste management skills conducted in the college are also great help for the future of our students.

Formation of action plans for all operating and incorporation of the same into the institutional strategic plan

- The institutional strategic plan is carried out by the regular staff and student meetings and teachers take up various responsibilities. Student- council meeting is helpful to give various responsibilities to students in order to carry out the mission of the college. There are various committees functioning in the college eg. cultural committee, discipline committee, grievance cell, exam, guidance, literary committee, sports committee and art and decoration committee etc. In these committees the heads IIIrd yr students play major role. The head girl of college

plays an important role for better communication between staff and students.

- The staff is incharge of these committees to guide the students and to give valuable suggestions to them. The principal conveys the message to the staff during meetings and by writing notice in notice register and thus sharing the responsibility together by making them incharge of various committees. The staff then gets in touch with the student council and the heads of the various committees and plans the activities and programmes in the college. Thus the whole college shares the responsibility.

Interaction with stakeholders –

- ❖ The institution shares the responsibility and interacts with stakeholders through notice boards, sms, staff meetings, emails, whatsapp messages, notice register and through orientation programmes and seminars etc. Parents meeting, staff meetings, and alumuni meetings are some of the means of interaction.
- ❖ The principal and administrative committee interacts with the parents during admission for the selection of subjects and financial problem on special ocassion of the college programme inviting old students and parents are great help to our institution to interact with them.
- ❖ The annual prize distribution day and farewell day the old students and parents are invited to join the college to bless the outgoing students.
- ❖ Personal contacts of the staff with parents are also great help for interaction.
- ❖ The feed back sysem in questionnaire with students, parents and staff helps to interact better and the meetings with the stake holders also a help to interact with them.

Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders

The college does not have a research centre since it is a UG college and not PG but the staff guides research scholars on personal level as they belong to different universities.

- The college students are given help to creat an interest in research work and learn the methodology of research.
- The stake holders help the institution to carry out the policy and plans by giving their suggestions and inputs

during their departmental activities and during the staff and student council meeting.

- During the daily assembly, the message is conveyed to the students through principal and the staff.
- The quality education is maintained by giving students assignments, tests and projects time to time.
- Use of library is one of the most powerful means of creating sense of self study and importance of research methods.
- The staff gives them suggestions regarding the plans and policy of the college.
- The staff is engaged in guiding the students. Assignments, tests, projects, seminars and debates are some of the means through which the college carries out the need for analysis and consultations.

Reinforcing the culture of excellence

The culture of excellence is important for any reputed institution.

Feedback is taken from old students, IQAC and other various committees by the principal who reinforces the culture of excellence on the basis of the suggestions made by the faculty, non-teaching staff, students and old students. The stress is given to the building of character and moral ethics and values in every girl child admitted in the college. It is not the intellectual growth of our students alone, but the institution takes much care about inculcating the goodness and social awareness in them. When they leave the institution they are ready to face the society and world at large and become a better daughter, sister, wife and a mother in the society. In order to fulfill this motto the college takes great interest in morning prayer, assembly and moral education for the students. The debates, street plays, and essay competitions are also main sources for giving them a better atmosphere. The culture of excellence is not only study matters but extra-curricular activities and skills too. Home exams conducted in the college are also the source of maintaining excellence in studies they are well prepared for their final examinations.

Champion organisational change –

- Assembly daily at noon
- Moral classes daily
- Identity card compulsory for students

- Dress code compulsory
- Yoga in the morning
- Eco-friendly atmosphere
- Discipline in the campus and classrooms
- Various cultural activities
- Student council
- Value added programmes
- Home examinations
- College covers the maximum rural girls
- Promoting secularism
- Enrichment of faculty through seminars and workshops
- Working with Nanyee Asha project to help the poor children at Daurala
- NSS activities in the near by village
- Enrichment of faculty through seminars and workshops.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time ?

The procedures adopted by institute to monitor and evaluate policies and plans of the institute are as follows –

1. Time to time staff meeting on regular basis. Every activity and functions are planned out well at this time.
2. Evaluation is done of the activity and programme during the staff meetings.
3. Student council meetings to ensure the quality education.
4. Quiz, debates, essay writings, street plays, projects, assignments, home exams, educational tours, NSS activities, departmental activities, workshops and talks are the main means through which college ensures and evaluates the policies of the college.
5. Feedback from student, parents and teachers in questionnaire form also is helpful to maintain the policies. Use of CCTV camera is also helpful for effective teaching-learning process.
6. The student – teacher interaction in the class and the grievance cell are means to improve the quality.
7. The modern technology is used to improve the quality of education like use of LED projector, OHP, white boards, power point presentation, use of Internet, use of library and other teaching methods like discussions and debates and project making.

6.1.5 Give details of the academic leadership provided to the faculty by the top management ?

- The top management delegates the responsibility to the principal and the principal delegates the academic leadership to the faculty by making them incharge of various activities and the committees of the college and giving them freedom to carry out their responsibilities.
- The daily assembly is also conducted under the supervision of each teacher incharge.
- The staff incharge takes the responsibility of student-council, the cultural and academic events of the year. The faculty exercises responsibility and leadership in their own department.
- The principal encourages the teacher to use their innovation and modern technology in their teaching-learning process.
- The management holds meeting time to time to ensure the proper running of the college and the responsibility given to them is carried out faithfully and with the sense of commitment. The staff meetings are the occasions when evaluation is normally done for every event of the colleges.
- Events planning and the class representatives are directly guided by the staff. The staff exercises leadership in their respective committees where they use their freedom to organise talks and seminars and other activities.
- The educational tour is also organised by the staff .
- The major decisions are taken by the principal & the secretary of the college. The teaching and non-teaching staff represents in the governing body meeting too.
- The staff meetings are organised right in the beginning of academic session in the college and the orientation is done for the faculty.
- The staff is given permission to participate in seminars, workshops, group discussions, conferences and also encouraged to attend Refresher courses and orientation programmes.

- The principal exercises leadership in conducting staff meeting time to time, writing notices in notice register to inform the staff of any event taking place in the college. Notice board in the staff room is also used to convey the message to staff. Personally informing the staff through mobile messages or through whatsApp facility.
- During assembly the principal gives important messages and the information regarding college activities.
- Monthly student attendance is checked by the principal.
- Organising the major events of the college in collaboration with the staff.
- Taking round of the campus and the class rooms to ensure teaching done in the college and informing students various activities during assembly. The notice board is maintained for the students to convey message.
- Students are free to meet the principal and seek guidance and express their grievances.

6.1.6 How does the college groom leadership at various levels ?

The college is able to exercise leadership very efficiently at various levels. Following are the ways through which leadership is exercised-

1. Principal – through meetings & Assemblies
2. Faculty– through departmental activities and various cells. The faculty members are assigned the task and given freedom so that they may work with full potential.
3. Students – student council and class representative
4. Non – teaching staff – librarian and clerical staff time to time give information to staff and the students. They are also members of various committees. They keep contact with the principal and the principal conveys the information to the staff.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments/units of the institution and works towards decentralized governance system ?

The college delegates authority to the departments and units-

1. Through departmental activities
2. Through NSS activities.

3. Through Scout / guide camps.
4. Through various committees in the college
5. Teaching and learning process in the class room
6. Selecting reference books, library books / journals
7. Organising of tour / picnic
8. Academic activities
9. Exhibition and competition
- 10 Through Eco club
11. Various rallies and talks on social issues.

6.1.8 Does the college promote a culture of participative management? If 'yes' indicate the level of participative management?

'Yes' the college promotes culture of participative management at various level. The levels of participative management are –

1. Principal and staff level
 2. Staff and student level
 3. Student and principal level
 4. Principal and non-teaching level
 5. Non-teaching and student level
 6. Teaching and non-teaching level
 7. Principal and parents level
 8. Staff and parent level
- i) **Principal and staff level** – Assembly, staff meeting, college tour, seminar and talks, orientation, planning of time-table, major events of the college, personal interaction with the staff.
 - ii) **Staff and student level** – In the Class room, student council, departmental activities, NSS activities, various committee, nature club, scout / guide, picnic etc.
 - iii) **Student and principal level**– The students meet principal personally, grievance cell, talk, counselling the students, assembly, moral classes, organising picnic and outings for students, meeting the parents of students, taking necessary care of the sick and physically challenged and weak students, encouraging the students by prize distribution and helping them to keep the campus clean and green.
 - iv) **Principal and non-teaching** – having meeting with them. Supervising their work, taking care of their health, organising outings for them, encouraging them by appreciation, listening to their problems, helping them in need.

- v) **Non-teaching and student level** – The clerical staff gives the students information regarding admission and about filling the examination form. at the time of filing the exam forms. The librarian instructs the students regarding the rules of library and the details of the book. The classrooms and washrooms are kept clean by heplpers.
- vi) **Teaching and non-teaching level** – The teaching staff and non-teaching staff work together during all the college activities. The teaching staff organises the college functions with the help and co-operation of non-teaching staff. The non-teaching helps in keeping the hall ready for meeting,seminar, rallies, NSS activities, Scout/guide camp and even to take the students out of campus in the bus and other activities.. There is a family spirit and co-operation in the campus.
- vii) **Principal and parents level** – The principal meets the parents of students during the admission time and the parents-teacher meeting organised by principal is also a platform to work together. At the time of short attendance or failure of any student in attending the college, the principal meets the parents of students and makes them aware of the situation.
- viii) **Staff and parents level** – There is a the parent-teacher association that organizes the meeting for the proper interaction of the staff and the parents for the betterment and progress of the students.The teaching staff conveys the problem regarding the students to the principal and the principal takes the appropriate action with the consent of the teachers in notice with parents. The staff interacts the parents during parent-teacher meeting and explains the progress of the students.

6.2 Strategy development and deployment

6.2.1 Does the institution have a formally stated quality policy ? How is it developed, driven, deployed and received ?

Yes the institution has a quality policy – The former stated policy is- to admit all the students of rural area nearby from 22 villages who apply for admission. No discrimination because of cast, colour and religion. The provision of taking fees in installment from the students coming from financially weak families. Concession in fee

and free ships is also provided to the deserving students. The quality policy is to give the students clean and healthy atmosphere, to have overall development and excellence in their academics and extra curricular activities. Attending the classes is compulsory in the college. The record of the monthly attendance is personally checked by the principal and sent to the university. Every activity is evaluated and efforts are made to overcome the shortcomings. Informal feedback from the staff and the students is done on regular basis.

6.2.2 Does the institute have a prospective plan for development ? If so, give the aspects considered for inclusion in the plan?

Perspective plan before the budget allocation---

The institution has a perspective plan for development.

- The institution consider in priority- furnishing of college, requirement of new teachers, building and other infrastructure.
- Seeing the needs of the hour, the institution wish to introduce B.Com course for the students who want to opt for commerce stream after the intermediate. The institution has applied for the B.Com course and waiting for the university consent.
- The future plan is to build the auditorium for the students.
- At present the open stage is used for all the programmes. The plan is to cover the existing open stage.
- The institution wants to set a platform to sell the handicrafts, waste articles and other products made by the students.
- The college library needs to be extended in order to provide better facility to the students and staff.
- Conference hall and computers in all the departments, college canteen also are the aspects to include in the plans.

6.2.3 Describe the internal organizational structure and decision making processes -

The internal organisational structure of the college is as follows-

1-Executive Committee- President

2-minutes of the meeting

3-subjects discussion and its implementation through general consent.

The principal informs the staff for the meeting through the notice in the register. The staff initiates for the various activities in consent with the principal. Every staff member plays an important role in organising the events of the college and decision is taken by the organising committee with the consent of the principal. The staff then allocates the duties to the student council.

Regarding the decision making the college follows a particular systematic pattern. The staff is informed in due time for any major issue or event of the college and then during staff meeting each one shares the responsibility to carry out the programme successfully. The concerned staff decides and organises the whole event and the activities. The other staff members support and co-operate whole heartedly.

Principal ---staff-----student--activity

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following :

The quality improvement strategies of the institution are as follows –

- **Teaching and learning –**

Proper infrastructure is provided to the staff for better teaching and learning. The rooms are spacious and airy with proper lights and fans. Good and sufficient furniture is available in the classrooms. All the classes are equipped with green boards, dustless chalks and dusters. The library and the staff room has inverter facility and 30 KV generator is used for the whole campus. The college has one MPR (multi-purpose room) where screen and LCD projector, OHP and white boards and other audio-visual facility is provided. Value based movies and street plays are shown to inculcate ethical values in the students.

The class rooms have teachers cabins to help the students who are weak in studies and also to take the remedial classes. There is also

The automated library is also a useful means of teaching-learning process. Projects and assignments and home exams are also helpful for this process.

- **Research & Development –**

Since our college is a U.G. college and being UG college so we do not have a research centre. But the staff is capable and efficient with many years of experience in teaching profession. The staff guides the research students who at their personal level, who seek for research. The college students are motivated to follow the research methodology in completing their assignments and projects. The staff informs the students about the reference books available in the college library and the use of the internet facility.

- **Community engagement** – Community engagement is done at different level. The NSS, SJSEP (St. Joseph's societal extension programme) are the platform from where all the community is involved in our mission. The students become direct agents of peace, harmony and social values through these activities. Awareness about the cleanliness, cleanliness, environment etc are carried out by the students. Rallies and street plays are powerful source of being one with the community. Organising talks on social issues and moral ethics and environmental issues are also helpful means which is practiced in the college. Visiting village, teaching poor children and rallies and street plays, camp, health camp, visiting old age homes, orphanage and poor people of the society are major events carried out by the extension services.
- **Human Resource management** – Human resources such as making use of the talents of our staff and the students. The staff is very active and talented in different areas. They perform excellently in carrying out the responsibility. Though the students are coming from rural areas but they are very talented in different spheres, such as stitching, knitting and embroidery and best use of waste material. Eco club is maintained to conscientise the students about the environment and save the depleting resources of the earth. We do not have industry interventions as such But in future we are planning to have contact with the industry.

6.2.5 How does the head of the institution ensures that adequate information (from feedback and personal contacts etc) is available for the top management and the stakeholders to review the activities of the institution ?

- The head of the institution ensures that the adequate information through feedback and personal contact is

available for the top management by having time to time meeting with the management and having the governing body meeting twice a year.

- For the main activities and development of the college, the decisions are taken by the top management in the governing body meeting.
- The stakeholders are also informed by the head of the institution regarding the feedback for the benefit of the college. Evaluation is done by staff, students and parents where various points are discussed with the top management to bring about changes and development in the college.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes ?

- The management calls for the meeting with the staff every month.
- Evaluation of teaching process and the working procedure of the college is discussed.
- The staff gives their feed back and their suggestions are accepted and applied prudently.
- The needs of staff and students is taken care by the management.
- The management supports the staff by providing modern technology, sufficient infrastructure and proper ambience.
- The management motivates the staff to attend the workshops, seminars elsewhere
- Evaluation and assessment and the feed back taken by the principal after every event of the college.

6.2.7 Enumerate the resolutions made by the management council in the last year and the status of implementation of each resolution?

The last year during the management meeting the following resolutions were taken –

1. CCTV camera for the college in the class rooms and outside and near the gate.
2. Library automation completion.
3. The college campus made neat and clean by putting bricks at the back of the building.
4. Wire netting for the ground floor windows.

5. Principal's appointment
6. B.Com course to be introduced in the college.
7. A cabin for the watchman.
8. Drinking water facility for staff and student (RO water facility).
9. The post of librarian to be regularised.
10. Computer lab to be updated.

All of these resolution have been carried out successfully and the B.Com. course and the post for the librarians are still in process.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes' what are the efforts made by the institution in obtaining autonomy ?

The status of autonomy of the institution – The university allowsthe status of autonomy to the affiliated institutions but theinstitution has not applied for it.

6.2.9 How does the institution ensures that grievances / complains are promptly attended to and resolved directly? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- The college has grievance and student redressal cell. Through this the students are able to communicate their problems to the staff and the principal.
- Every class has class representative who works as mediator between the students, staff and principal.
- There is a student council in the college and the student council has the president and vice president who play a role of leadership and the mediation between student staff and principal. This helps the institution to promote better stake holders relationship.
- The daily assembly is an opportunity where the staff and principal have direct contact with the students.
- The staff approaches the principal about the matters i.e.- short of attendance, syllabus and books problem, library issues, matters arising from financially and academically weak students.
- The parent teacher meeting benefits the institution to get feed back from parents and help in resolving the problems.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institution ? Provide details on the issues and decisions of the court on there ?

During the last four years there are no instances of court cases filed by and against the institution.

6.2.11 Does the institution have a mechanism for analyzing student feedback on institutional performances ? If 'yes' what was the outcome and response of the institution to such an effort ?

Yes the institution has very systematic and very effective mechanism for analyzing student feedback on institutional performance. we have student council, time to time feed back is taken from the students and the home exams are conducted to analyse the result of class room teaching and the over all performance through various activities. There is also a feed back questionnaire system which is useful for the Institution to improve and know the needs of students.

6.3 Faculty empowerment strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff ?

- The institution has given permission to the staff to attend the refresher course, seminars, workshops and NSS training camp, scout/guide training camp, higher education seminars etc. organized by different Institutions.
- The institution permits the staff to attend any university functions and contribute their services in evaluation of the examination copies.
- The institution also encourages the staff to render their services in other institutions where the staff is invited to be the judge or to give special lecture or to be examiner and member of selection committee for any other institution.
- The staff orientation and the seminars are the source of professional development of its teaching and non-teaching staff.

- The educational tour is also one powerful means of professional development.
- The e-learning training programme is carried on for the academic growth of the staff.
- The non-teaching staff is sent to the university for any training which is organised regarding admission process and the examination. They are also sent to regional office and samaj kalyan office for the scholarship forms and the training.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform ?

The strategies adopted by the institution to empower the faculty –

- During Assembly the staff is appreciated for their responsibilities carried out excellently
- During staff meetings the staff is empowered and congratulated for their performances.
- On personal level the principal appreciates the employee and the staff for their dedication and commitment.
- During the evaluation of the events the faculty is praised for their hard work.
- At the time of teacher's day the staff is made to feel very special and their good qualities and dedication is appreciated by the students and management.
- Time to time providing tea and refreshment a family atmosphere is built in the college.
- The staff is sent for the refresher course and training organised in the campus or any other colleges.
- The staff is motivated to give their best and carry out the responsibility well. Enough freedom to plan out the programme and take the decision for their work
- Departmental activities are the platform where the faculty exercise their freedom and creativity to enhance their talents to carry out their responsibility.
- The principal also arranges the workshops and seminar for staff to rejuvenate them and motivate them.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensures that information on

multiple activities is appropriately captured and considered for better appraisal ?

- The institution follows this through personal appreciation by the principal as well as through evaluation of the events and activities.
- Through confidential reports maintained by the principal.
- Through appreciating remarks written in the register by the principal.
- Through staff meeting appreciating the staff for the performance.
- At the time of teachers day giving them motivating messages in cards prepared by the students.
- Sending them for seminars and talks recognizing their talents and using their talents in teaching process.
- By entrusting their responsibilities and supporting them in their work.
- Providing necessary help to the staff for their creativity. Listening to their suggestion and applying them in the college.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken ? How are they communicated to the appropriate stakeholders ?

These appraisal reports maintained and reviewed by the management has its benefits to the staff. The students, staff and parents are able to perform better with a sense of belonging to the institution. A better relationship is maintained between the management and the stakeholders. Major decisions taken are-

- The Eco club association is the result of the decision taken by the stakeholders. The effort is made to keep the campus clean and green.
- The facility of Internet and computer lab in the college is the need of the stakeholders.
- The CCTV camera is placed in every classroom, verandah, outside in the field and near the entrance gate to ensure the safety and protection of the college students and staff.
- Keeping in mind the safety of the students as well as to avoid outside disturbance the college boundary wall is raised high.

- The windows have wirenetting and grills to protect from insects and mosquitoes.
- The clean and pure drinking water for the staff and students is also made available by providing RO water.
- There is a generator kirloskar (30KV) purchased by the management to cope with the shortage of electricity problem.
- The staff cabin made in the class rooms are of great help to the students to discuss their problems personally with the staff.
- The office counter is made in the clerk office for the smooth and systematic office work.
- The photocopier machine (cannon) is used by the stakeholders when ever required.
- The automated library is the outcome of the need of the students and staff.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years ?

The institution does not have any organized welfare scheme as such but management is able to provide facilities to the staff on personal level. The management always stands with the teaching and non-teaching staff to avail the benefits of educational upliftment scheme.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty ?

The measures taken by the institution for attracting and retaining eminent faculty –

- The college follows discipline in the institution.
- The regularity of classroom teaching.
- The attendance is mandatory.
- The college organises picnics, tours and out reach programmes for students and teachers
- The staff is reinforced to be regular and punctual for the teaching.
- The campus is kept neat and clean to maintain hygiene.
- The staff is appreciated and trusted and given responsibility to examine their leadership qualities.

- The library is well equipped with journals, encyclopedia and reference books.
- The teaching and learning process is observed by the principal time to time.
- The attendance registers are maintained and are also observed by the principal.
- The tests and assignments are compulsory to maintain the academic excellence in the college.
- Extension activities are also given due importance.

6.4 Financial Management and Resources mobilization.

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources ?

Institutional mechanism to monitor effective and efficient use of available financial resources are--

- The annual budget is prepared by the institute for the forthcoming financial year. To meet the budgetary estimate, the funds are acquired and utilized.
- The bursar in assistance with the accountant headed by the principal, closely monitors all the expenditures. As far as the expenditure is concerned, though the institution is liberal, yet follows the strategy of restraint. Proper mechanism for purchase is followed, quotations are invited and then prices are compared.
- Annual auditing is done by the internal auditor. External auditing is done by ---
 1. Accountant general Allahabad
 2. Higher Education Nideshalaya Allahabad
 3. Local fund U.P.
 4. C.C.S. University Meerut

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections ? Provide the details on compliance.

Institutional mechanisms for internal and external audit –

- The institutional audit is done twice a year. One is government audit and second is from the Jesus and Mary society.

- The last audit was done in August 2015. The reports are still awaited.
- The internal audit is done by V. Shankar Ayar and Company, Chartered Accountants.
- External audit agencies are as follows –
 - a) Accountant general Allahabad
 - b) High Education Nideshalaya Allahabad
 - c) Local fund, U.P.
 - d) C.C.S University, Meerut

6.4.3 What are the major sources of institutional receipts / funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund / corpus available with Institutions, if any.

The Major sources of Institution funding by the fees according to the government rates and deficits managed and covered by the society of the college.

Audited income and expenditures according to the Vishnkar Ayar and Company are attached at the end as annexure 5

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any)

Additional funding and utilization of the same –NIL

6.5 Internal quality assurance system (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)?

- a) **Has the institution established an Internal Quality Assurance Cell (IQAC) ? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes, the institution has established an internal quality assurance cell (IQAC). The institutional policy is to have evaluation and feedback in order to check the quality teaching – learning process.

It has contributed to the development and progress of the college.

- Use of Modern teaching for quality teaching.
- Talks, seminars and workshops for students.
- Drinking water facility
- I card compulsory for the students for each year in different colour.
- Maintaining discipline in the college through staff and student council
- Various curricular and co-curricular activities.
- Mikes and collar mikes are used for the programmes
- MPR for different activities.
- Library automation
- Daily assembly conducted department wise.

b) How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

Most of the decisions of the IQAC have been approved and implemented by the management.

1. Library automation
2. I cards for the students
3. Departmental Assemblies
4. Use of Internet and ppt presentation
5. Staff meeting at regular basis
6. Drinking water facility for all
7. Parent – teacher meetings
8. Various committees for the welfare of the students
9. Departmental curricular and co-curricular activities
10. Educational tour for staff & students.
11. Departmental cabins for different cells.
12. Talks and seminar in the college
13. LED lights in the campus + Solar lights.
14. Eco Club in the college.
15. CCTV cameras in the colleges.
16. 30 kv kirloskar generator in the college.
17. Wirenetting for the windows to avoid mosquitoes.
11. B.Com course is still to be introduced

(c) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

'Yes' The IQAC has external members on its committee.

Significant contribution made by them are as follows

- CCTV camera in the campus for the safety as well as to maintain discipline and order.
- Contribution in Extension and NSS activities to bring awareness in the public.
- Social awareness programmes in the college
- External members also contribute in various programmes organized by different organization.
- Valuable suggestions for welfare of the college.

(d) How do students and alumni contribute to the effective functioning of the IQAC?

- The students and alumni are guided and instructed by the IQAC cell.
- They are given various responsibility to work for the college.
- The students organize all the functions and events of the college efficiently.
- They express their suggestions and requirement to the IQAC.
- Alumni meet once a year is organized for the students. The suggestions of the Alumni are welcomed and appreciated.

e) How does the IQAC communicates and engage staff from different constituents of the institution?

- The IQAC communicates and engage staff at every level in the college. It supports the decision taken by the principal. Helps in maintaining the campus clean and green.
- The principal communicates with the IQAC cell and then during staff meeting the major decisions are taken collectively.
- The IQAC cell is the mediator for the development of the college between staff and students, Staff and principal and staff and the parents.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes' give details on its operationalisation.

Yes the institution has framework for quality assurance of the academic and administrative activities –

- Staff meetings
- Monthly Tests
- Home exams
- Evaluation after every activity and programme.
- Feed back from students
- Feed back from parents
- Various committees
- Elected members of students council

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes' give details enumerating its impact.

- The institution provides computer training to the staff.
- The IQAC is free to work and exercise its duties and plays an important role to improve the quality of academic and other activities.
- An annual workshop by an external resource person is arranged by the management to help the teachers review and improve the methods of teaching.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities ?

Academic audit under taken by the institution –

- Staff orientation is done in the beginning of session to analyse the result.
- A day is set up for students and teacher interaction where students can express their feed back on different aspects
- Departmental reports are being presented by the faculty to the IQAC who then provide valuable assistance.
- Monthly tests
- Assignments,
- Home exams
- Departmental activities
- Various competitions to enhance the academic excellence
- Projects and surveys
- Case studies

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies / regulatory authorities?

- The college follows all university rules and UGC guidelines.
- It maintains standards in teaching-learning process. Conducts examination and evaluation.
- It also conducts academics and co-curricular programmes as per the calendar of the University.
- All rules and regulations of C.C.S. University are strictly followed.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

Institutional mechanism to review the teaching – learning process are –

1. The principal daily takes round the campus and the class room teaching to ensure the quality education given to students.
2. The class tests and assignments given to students by every department.
3. Home exams for the students are mandatory.
4. Compulsory attendance in the class room.
5. Discussion on the subject topics, debates and quiz to know the active participation of students – teachers.
6. Projects and files made by the students.
7. Remedial or extra classes for weak students.
8. The principal checks the departmental records to see if the teaching-learning process is of quality based.
9. College magazine is a platform for the students for creative writing.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?
Any other relevant information regarding Governance Leadership and Management which the college would like to include.**

- Providing information and update through notice boards
- The institutions communicates its quality assurance policies to parents during parents – teachers meetings.

- The college prospectus provides a detailed information to the students.
- The college website is updated regularly.
- College magazine is a source of exhibiting the talents.
- During assemblies, the students are explained about the values and the importance of excellence in studies.
- The students who have short attendance and absent for longer period, the parents are informed and called.
- The staff also helps the principal inform about the absent students.
- During assembly the important messages are conveyed to the students by the principal.
- The principal supports the members of various committees for the smooth working of the college.
- Student – council is encouraged by the principal and the staff for the benefit of the students.
- The major support system the college excesses is through meeting and various committees working in the college through student council group, NSS activities and delegation of work to the staff and the students.

Future plans

- Introducing B.Com course in the college.
- An auditorium
- College vehicle
- Library expansion
- Canteen and stationary facility
- Providing enterprenurship skill

Criterion VII : Innovations & Best Practices

7.1 Environmental Consciousness :

7.1.1 Does the institute conduct a green audit of its campus and facilities.

Yes, the institute conducts a green audit of its campus & facilities at personal level by our independent efforts.

- By enabling students for proper waste reduction and keeping the campus clean through education and communication efforts.
- By creating general awareness of health & hygiene consciousness about various diseases.
- By making efforts to make the environment plastic free.
- Green audit of the campus is quite often done by the NSS Team and members of the Eco club. They regularly conduct programme to establish eco-friendly atmosphere in the campus. Time to time they organise programmes and make awareness about issue related to eco-consciousness. The campus is also blessed with different kinds of trees and many gardens.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly.

1. Energy conservation :-

The institution strives its best for the minimal consumption of energy in order to save and conserve energy. The notices near the switch boards reinforce the students as well as the faculty members and all associated with the institution to be careful in using the electricity and make them conscious of the wastage of energy. The institution has progressively replaced all the incandescent, tungsten bulbs & has gradually increased the use of CFL's and LED's. The use of energy efficient compact fluorescent light bulbs (CFL) lasts upto ten times longer as compared to incandescent light bulbs. It is a saving on monthly bills as well as electricity & reduce global warming. Students, staff and peons are motivated to switch off the lights and fans when not in use. During pleasant weather natural day light is being utilized to the utmost

with flesh and natural environment. Different programmes and activities are also organised on the open stage. Besides, during good weather certain classes are also arranged under the trees to make the students understand natural environment as well as reduce energy conservation.

Apart from this there are solar panels for lights and fans in the convent as well as hostel. Solar inverter helps up in charging the fans & lights and solar water heater is used for heating the water in order to save electricity. Solar lights in the campus & pathways also help in saving the consumption of energy. Besides electricity or energy saving day is also being observed on 14th of Dec that educates the stake holders of the danger of natural resource depletion & the need for energy conservation.

2. Use of renewable energy :-

Solar energy is one of the source for lights, fans, heaters used in the hostel. Bathing water in the hostel is treated and used for irrigation in the garden & orchard. Besides other modern kitchen equipments wood also serves as fuel for cooking. Solar water heaters are installed in the hostel for supplying of hot water. There are 3 nos. of solar water heaters. Solar street lights are used in the campus as well as solar plant is used for charging of inverters.

3. Water harvesting :- The college right now does not have water harvesting but it is planned to be installed in the future.

4. Check dam construction :-

There is no dam nearby but there is a canal and a barrage at a certain distance. The students may be taken to such places so that they may learn how check dams are constructed & maintained. Check dams are useful for the utility of the rural people at the same they create awareness in the students.

5. Efforts for carbon neutrality :-

Understanding the threat of global warming, proper measures have been taken to reduce carbon emission to keep the campus pollution free & uncontaminated.

Planting of the variety of trees, plants and lush green gardens and orchards have contributed to carbon neutrality of the campus. Car pooling is used by the staff for transport & conveyance to maintain the ecological balance. While buying of electrical products, attention is paid to the star rating provided by the govt to save energy.

Besides computer monitors, laptops are also used as they consume half of the energy. For the optimal use of the paper, photo copies are done double sided. Students are motivated to use paper bags or cloth bags instead of polythenes. During large functions or gatherings, emphasis is laid on using proper crockery of steel, melamine or glass instead of styrofoam crockery or paper cups.

Apart this from time to time students are motivated through debates, symposium, poster making, etc. and are made aware of the hazardous chemical response through NSS unit and Eco club by managing and arranging the programmes for environmental consciousness.

6. Plantation

Massive plantation has been carried out & the total green cover of the campus has increased over the years. There are about 80 trees of different variety in the campus. About 4 acres of land is covered by Mango orchard. Besides, there are four gardens which add to the beautification of the college. Apart from trees, there are a wide variety of medicinal plants also. The eco club students carry different programmes for the awareness of planting of trees & maintaining the eco consciousness. NSS volunteers plant a large number of trees in the areas where they organize their camps. They inspire the public to plant different herbs & vases and make them aware of the healing benefits of those plants. The organic fertilizers are also used to keep these plants healthy and free of pesticides.

List of plants on the campus

Common name

1. Mango
2. Neem
3. Ashoka
4. Alovera
5. Hibiscus
- 6.

7. Hazardous waste management –

Initiatives are taken to make usage of paper bags & cloth bags to the maximum. Different coloured dustbins are placed in the campus to throw the specific waste i.e. red for glass & e-waste, green for vegetables, blue for polythenes & plastics and other general wastes. Organic waste is used for agriculture as manure. Dry leaves of plants are collected & burnt to keep away the mosquitoes.

Proper attention is paid to keep the campus neat & clean. Besides specific dustbins there are sufficient no. of dustbins placed on each floor & all classes are equipped with it. Students are forced to throw the garbage in the bins instead of throwing here & there. The staff takes initiative to guide the students to make different products from the waste material.

8. E-waste management –

E-waste is a popular informal name for electronic products nearing the end of their useful life. E-wastes are considered dangerous as certain components of some electronic products contain material that are hazardous depending on their condition & density. The hazardous content of these materials prove a threat to human health & environment as they contain certain elements such as cadmium, lead, copper, chromium etc. If e-waste is not being disposed intelligently it can leach lead & other substances into soil & groundwater. It is estimated that usually electronic items are stored due to uncertainty or how to manage it. These electronic junk lie unattended. In recent years efforts are being made to make something productive out of these wastes. Different products like coasters, photo frames, pen stands, paper holder from old CDs and floppies are being made that develop 'Art from waste' among the students. The products that are left for no further use are returned to the respective companies.

7.2 Innovations :-

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

A good number of innovative measures have been initiated for the smooth functioning of the college.

1. **In admission procedure :-** As per the rules of the university admission are done online, earlier it was done manually.
2. **In library :-** The college library is fully automated which is well equipped with different types of books dealing in all subjects. It has journals, magazines, encyclopedia & other sources of literary works.
3. **Drinking water facility :-** There is RO facility & clean water tanks for the students. Besides there are taps & handpump for fresh water and proper attention is paid towards cleanliness.

4. **Cease fire :-** To avoid mishap of fire each floor is equipped with ceasefire.
5. **Calendar of events :-** A calendar of events is framed up so that extra curricular & academic activities can be organized in a systemic manner in time.
6. **CCTV Cameras :-** CCTV cameras are placed in the campus to keep a check on whosoever is entering the campus as well as to keep an eye on what is going in the classes. There are 16 CCTV cameras that are linked by Chaudhary Charan Singh University.
7. **Attendance :-** The attendance record of all the students is closely monitored by the subject teachers. Monthly attendance record is maintained & students having less than the required attendance are being informed or noticed.
8. **Computer lab :-** The computer lab is set up to provide the basic computer education to the girls so that they can access computers & internet when required. Computer facility is also provided in the staffroom for the benefit of faculty.
9. **Staff fellow ships :-** To maintain a spirit of friendliness & fellowship, got together, staff picnics & prayer services are organized.
10. **Modern Teaching aids & techniques :-** To make the teaching and learning more effective the teachers time to time make best use of OHP, Laptops, PPTs to make the learning process more active, vibrant & interesting. Besides aids different techniques are also being used as per the demand of the subject and teachers thinking.
11. **Different cells :-** Different cells such as placement cell, grievance cell, redressal cell etc. are formed to listen to the issued and take steps for the remedy.
12. **Construction of girls hostel :-** As there are girls coming from far off places also, so there is a neat & clean girls hostel with all basic amenities to fasten the needs of the students.
13. **Alumni :-** Alumni Association is formed to maintain the good relationship between the old and new students.
14. **Leave notes :-** Students provide proper application or leave notes justifying their issues of why not attending the class. These notes are signed by the guardians & countersigned by the respective teachers.
15. **Tutorial classes :-** For the weak students or those who could not understand the lectures well in the class tutorial classes are conducted by the staff.
16. **Guard room :-** A guard room is being constructed in the campus for the safety of the students as well as the campus. The

guard appointed on the seat keeps an eye on everyone entering & leaving the campus.

17. **Raised Boundary wall** :- Earlier the boundary enclosing the campus was low but in the recent year it has been raised high for the safety & security of students in the campus.
18. **Concrete ground** :- The unseen ground level has been made flat & cemented so that students can park their cycles & scooties. It is done keeping in mind the safety of the students from reptiles.

7.3 Best practices

7.3.1 Elaborate on any two best practices in the given format at Pg. no. 98, which have contributed to the achievement of the institutional objectives and / or contributed to the quality improvement of the core activities of the college.

Best Practice I

Title : Access of Education to the deprived section of society.

Objectives :-

- The college focuses on the education of children of deprived section to bring about social changes.
- The college aims at liberating the weaker sections of the rural areas from the economic, social, political & educational constraints.
- To inculcate social responsibility and commitment in the children of the rural background.
- To educate the children who can not afford to go to school so that they may broaden their social outlook.
- To help the children understand their dignity & also the importance of education in life.
- To make the children aware that they are an important and integral part of the society.

The context

Sardhana is a small town located near Meerut & adjacent areas. It is 85 km north east of Delhi. It is a small town with rich historical perspective. It has a Mahadev temple that is believed to be dating from the time of Mahabharata period. In the 19th century it was the capital of Begam Samru, born as Farzana Zebunisa. Samru is but a

mispronunciation of the Surname 'Sombre'. In 1818, the religious congregation named 'Jesus & Mary' was established in France. The founders of this congregation was St. Cloudine Thevnet. In 1848, the missionary sisters reached Sardhana.

With a vision to uplift the standards of female education & its necessity in future, they efforded & established St. Joseph's school in the year 1848. They realised that for the survival in today's world school education is just not sufficient.

It is the need of the hour to provide higher education to the girls belonging to the rural area. With this mission in mind the degree college was established in the year 1981 to provide exposure to the girls which was the need of the society. These girls studying in this institution are motivated to help and educate the deprived section of the society. To serve this purpose, the institution has formed **SJSEP** (St. Joseph's Societal extension Programme).

The practice :

The college was established to cater to the demands of providing higher education to the girl child. The girls of the institution are taught of the mission to render selfless service for the benefit and welfare of the society. The institute has formed **SJSEP** (St. Joseph's Societal extension Programme) for the benefit of the children of the deprived section who could not afford an excess to education. The students visit to the near by locality and bring awareness in people the value and importance of education in life. They motivate the children and the ladies who cuould not afford to go to school and are therefore they are illiterate. The students convince them and pursue them to come to the college where in the free periods they teach them the basics of education. The girls follow the motto of 'Each one Teach one'. The institute puts in its best effort to provide books and stationary to the children who can not afford. The institute also arranges an outreach programme at Daurala to serve the orphan children in an organization called ' **Nayee Asha**' run by fr. K.J. Anthony. The management, staff and students, together strive and make continuous efforts of awakening the children of the weaker section to widen up their horizons and acess to education.

Success or outcome

In such a mindset where some people are still of the thinking that sending of children to school is a waste of money & time, establishing of a **SJSEP** is a selfless, charitable service by the institution. It is a difficult service to convince the parents to send the children to school, as they still have the belief that more the children, more are the earning hands in the family. The seed of education that sowed by the **SJSEP** is still in its progressive stage. The efforts put in by the students of the institute will surely one day bear in to a fruitful tree.

Best practice :II

Title : All round development of girls along with academic excellence.

Objectives :-

- The college aims at all round development of girls in all spheres of life.
- Over all development of girls by providing intellectual, cultural, social, moral & spiritual education.
- To develop & foster the feeling of oneness & unity among the girls.
- The develop the strength and help them raise their voice against injustice & social evils prevailing in the society.
- Focus is not only to provide textual education but also to inculcate & imbibe values and providing them opportunities through different activities so that they prove to be leaders and are able to overcome the challenges & hardships of life.

The context :

Imparting education is not just a profession but it is a vocation, demanding dedication and a deep sense of commitment for the institution. We must dare to be different in our methodology and approach-challenging their intelligence, stimulating their curiosity, exciting their imagination and including in them sound values. Every student is special for us is treated as such.

Providing education to girls is one of the aim of the government policies. But it is not only education, certain other factors contribute to the over all development of an individual. Imparting education through text books & creaming can educate an individual to an extent but it

cannot provide enlightenment & satisfaction to the whole until & unless all aspects of an individual's personality are not touched. As this institution was established by St. Cloudine Thevnet and its mission is to follow her path & inculcate such values in the students so that they may nurture socially, culturally, morally & spiritually for the establishment of a peaceful & just society. Thus, the motive is to educate & nurture the girls in such a way that they become a good citizen and given their contribution to the society in a better way.

Practice :

The college aims at providing the education as per the rules & syllabus of Chaudhary Charan Singh University. Besides textual education there are certain other activities that are essential for the all round development and blooming of the students. The college focuses on all over personality development of the girls. It is a missionary college and the day begins with the blessings of the almighty. Prayer service is conducted by the staff as well as the students reminding them of with a thought that this beautiful life is a gift of God to us for the selfless service of mankind. Besides prayer, ethical & moral education is imparted to the students which helps them strengthens their character & develops them spiritually strong. Students feel the omnipresence of God and also terms that efforts are necessary to achieve the success. Different curricular & co-curricular activities are organized with a view to bring out the hidden talents of the students. Apart from national festivals & religious festivals, various days are observed. Activities like dance, drama, debates, symposium, quizzes, seminars & other departmental activities add up to their over all development. Students are provided with the opportunity to actively participate in these activities as well as the activities focussing on social evils & for the good and benefit of the society. The girls also become the part of the social rallies & events & aware the society of the issue prevailing. Dress code is followed by the institution as it adds grace & smartness as well as develops the feeling of oneness & uniformity. AS per the need of the house computer education is also provided so that they can excel in today's world without developing any complexes. The atmosphere & environment of the institution is so friendly that the students establish good rapport with the staff & feel free to express their views.

The institution strives hard to put in its best efforts to develop the all round personality of the students.

Success or Outcome

The institution put in its best efforts in making their girls civilized, cultured & proud to be a part of this institution. The girls personality & developed in all areas that they are ready & capable of adjusting in any environment. They do not become the victim of the environment but have the ability & gets to mould the environment accordingly. Many of our girls are successful in the country as well as abroad. They way they were educated & nurtured, the same way they are upbringing their children & contributing in different ways in betterment of their families & society.

Contact Details :

Name of the principal	:Dr. Sr. Christina
Name or the institution	:St. Joseph's Girls degree college
City	:Sardhana, Meerut
Pincode	:250342
Accredited status	:NA
Work phone	:01237-237490, 7830087187
Website	www.stjosephscollegesardhana.com

Evaluative Reports of Departments

English Department

1.	Name of the department	:	English
2.	Year of Establishment	:	U.G.-1981
3.	Names of Programmes / courses offered (UG, PG, M. Phil, Ph.D., Integrated masters, Integrated Ph.D., etc)	:	UG
4.	Names of Interdisciplinary courses and the departments / units involved	:	N.A.
5.	Annual / Semester / Choice based credit system (Programme wise)	;	UG-Annual
6.	Participation of the department in the courses offered by other departments	:	Yes
7.	Courses in Collaboration with other university, industries, foreign institutions, etc	:	N.A.
8.	Details of courses / programmes discontinued (if any) with reasons	:	Nil
9.	Number of Teaching posts	:	01

	Sanctioned	Filled
Professors	-	-
Associate Professors	01	01
Asstt Professors	-	-

10.	Faculty profile with name, qualification, designation, specialization (D.Sc./D. Lit./Ph.D./M.Phil etc)
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Name	Qualification	Designation	Specialization	No. of years of experience	No. of Ph.D students guided for the last four years
Dr. Meenakshi Agarwal	M.A. L.T. Ph.D.	Associate Professor	A comparative study of Richardson and fielding / British fiction	UG- almost 35 years	02 registered

11.	List of senior visiting faculty	:	Nil
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12.	Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty	:	Nil
13.	Student – Teacher Ratio (Programme wise) :		

Year	Student No. at UG level	Total	No. of Teachers
2011-12			01
2012-13	123	123	
2013-14	115	115	
2014-15	80	80	

14.	Number of academic support staff (technical) and administrative staff; sanctioned and filled : Technical : Administrative Staff : Common	:	Nil
15.	Qualification of teaching faculty with D.Sc./D.Litt/Ph.D. / M. Phil / Pg		

Name	Qualification
Dr. Meenakshi Agarwal	M.A., L.T., Ph.D.

16.	Number of faculty with ongoing projects from a) National b) International funding agencies and grants received	:	Nil
17.	Departmental projects funded by DST-FIST; UGC, DBT, ICSSR etc and total grants received	:	Nil
18.	Research centre / facility recognized by the University	:	Nil
19.	Publications : (Details as in 3.4.3)		
	(a) Publication per faculty		
	Number of papers published in peer reviewed journals (national / international) by faculty and students	:	
	Dr. Meenakshi Agarwal	:	04
	Number of publications listed in International Database (for eg. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directors, EBSCO host, etc)	:	Nil
	Monographs	:	Nil
	Chapter in Books	:	Nil

	Books edited	:	Nil
	Books with ISBN / ISSN numbers with details of publishers	:	Nil
	Citation of Index	:	Nil
	SNIP	:	Nil
	SIR	:	Nil
	Impact factor	:	Nil
	h-Index	:	Nil
20.	Areas of consultancy and income generated	:	Nil
21.	Faculty as members in	:	Dr. Meenakshi Agarwal
	<ul style="list-style-type: none"> • Vice – President of 'College English Teachers Association, C.C.S. University' Meerut from 2008. • Member of College Building Committee • Teacher nominee in the Management Committee 		
(b)	International Committees	:	Nil
(c)	Editorial Boards	:	Editor of the College Magazine "Jijivisha" English Section 2008-09, 2011-12, 2014-15
22.	Student Projects		
	(a) Percentage of students who have done in house projects including inter departmental / programme (b) Percentage of students placed for projects in organisations outside the institution i.e. in Research Laboratories / Industry / other agencies : Nil		
23.	Awards / Recognitions received by faculty and Students : <ul style="list-style-type: none"> • Dr. Meenakshi Agarwal received the prize for best NSS Programme Officer in N.S.S. in 2013 in the C.C.S. University, Auditorium. • Ms. Shipra Jain was awarded the best N.S.S. Volunteer in 2013. • Dr. Meenakshi Agarwal has to her credit of organising seminars, conferences and workshops alongwith the other members of CETA (College English Teachers Association). 		
24.	List of eminent academicians and scientists / visitors to the department : <ul style="list-style-type: none"> • Dr. Malti Agarwal, Retd. Head Department of English, N.A.S. College, Meerut. • Dr. Ajay Sharma, Associate Prof. and Head Dept of English, M.P.P.G. College, Modinagar. • Dr. Vikas Sharma, Associate Prof and Head Dept of English, presently Officiating Principal D.A.V. College, Bulandshahr. • Dr. Rita Garg, Associate Professor and Head Dept of I.N.P.G. 		

	College, Meerut.			
25.	Seminars / Conferences / Workshops organized and the source of funding			
	(a) On behalf of CETA in collaboration with INPG College, Meerut a Convention-cum-National Seminar on "Indian Writing in English and Language and Communication" was organized on 29 th Jan, 2011. (b) International : Nil			
26.	Student Profile Programme / Course wise : NA			
Name of the Course / Programme refer question No. 041	Applications received	Selected	Enrolled *M *F	Pass Percentage

* M = male * F = Female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
UG	99%	1%	Nil

28.	How many students have cleared national and state competitive examination such as NET, SLET, GATE, Civil Services, Defence Services, etc. : NA There is no such formal mechanism to know the number of such students after they have completed their UG Course and after they have moved to PG Courses.
29.	Student Progression :

Student Progression	Against % enrolled
UG to PG	NA
PG to M. Phil	Nil
PG to Ph.D.	Nil
PG to Post Doctoral	Nil
Employed <ul style="list-style-type: none"> Comphs Selection Other than courses recruitment 	Nil
Entrepreneurship / Self employment	Nil

30.	Details of Infrastructural facilities :		
	(a) Library	:	Central Library
	(b) Internet facilities for staff and	:	Common access to all

	students		users
	(c) Class rooms with ICT facility	:	Nil
	(d) Laboratories	:	Computer Lab and Language Lab on share basis
31.	<p>Number of students receiving financial assistance from college, university, government or other agencies: The SC/ST students got scholarship from UP Govt, they are also supported by the management committee.</p> <ul style="list-style-type: none"> Management society of the college gives scholarships to the needy minority students. 		
32.	<p>Details on student enrichment programmes (special lectures / workshops / seminars) with external experts : Organization of Guest lectures by External Experts.</p> <ol style="list-style-type: none"> Dr. Malti Agarwal Retd., Associate Prof and HOD English Dept. Meerut delivered a lecture on 'Coolie' by Mulk Ras Anand. Dr. Ajay Sharma, Associate Prof and HOD English Dept. M.M.P.G College delivered a lecture on literary theory. Dr. Vikas Sharma, Officiating Principal, Associate Prof & Ex. HOD English Dept. DAV College, Bulandshahr delivered a lecture on language tools. 		
33.	<p>Teaching methods adopted to improve student learning : Discussion Method, Remedial, Tutorial, Power Point Presentation, Student Seminars, Quiz, and Regular, Monthly and Revision tests.</p>		
34.	<p>Participation in Institutional Social Responsibility (ISR) and Extension activities :</p> <ul style="list-style-type: none"> Participation in all activities organized by College. Curricular / Co-curricular / extra curricular activities facilitated by the department. <p>Extension Activities : faculty associated with College English Teachers Association organizes seminars and workshops in other colleges and goes to other institution as judge and expert.</p> <p><u>Dr. Meenakshi Agarwal</u></p> <ul style="list-style-type: none"> As a judge for the Debate Competition in Sarasvati Shishu Balaram Inter College, D-Block, Shastri Nagar, Meerut. As subject expert in the interview for the post of English in Sarasvati Shishu Balram Inter College, D-Block, Shastri Nagar, Meerut. As subject expert in the interview in Mukundi College, Saharanpur. As subject expert in Hapur 		
35.	<p>SWOC analysis of the department and future plans : <u>Strengths :</u></p>		

	<ul style="list-style-type: none"> • Participation of the faculty and students in all the departmental and college activities. • Participation of faculty in seminars and workshops. • Students are motivated, inspired and encouraged to participate. • Faculty also provides reading material on certain topics • Library equipped with good books fulfills the need of the students. • Feedback is collected from the outgoing, old students and the parents • Faculty also provides books to the needy ones. <p><u>Weaknesses :</u> Students coming from Hindi-medium background and from the villages find sometimes difficult to cope with the syllabus taught in the class.</p> <p><u>Opportunities :</u></p> <ul style="list-style-type: none"> • English subject is always an attraction for the students. So we have a good enrolment of the students. • A good co-ordination between the faculty and the student make the work easy. • Good opportunities like Power Point Presentation Computer Lab etc are provided to the students. • Student Seminars also give them an opportunity to learn. <p><u>Challenges :</u></p> <ul style="list-style-type: none"> • To make the students skilled in three RS (reading, writing and speaking) • Help the students in getting jobs • Create an interest in the students <p><u>Future Plans :</u></p> <ul style="list-style-type: none"> • Organise such programmes which could improve the communication skills of the students. • To get the Department equipped with computer and internet • To make the subject of English more interesting and job-oriented. • To make the students more oriented towards study • To maintain the Department library by inspiring the students to donate their old English books the department.
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Sanskrit Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Sanskrit**
2. Year of Establishment – **July 1981**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – **U.G.**
4. Names of Interdisciplinary courses and the departments / units involved – **Sometimes in Hindi, History and Political science department of our college.**
5. Annual / semester / choice based credit system (programme wise) - **Annual**
6. Participation of the department in the courses offered by other departments – **Yes, sometimes in above mentioned departments of our college.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – **NIL**
8. Details of courses / programmes discontinued (if any) with reasons. – **N.A.**
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors	01	01
Asst. Professors		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Archana Vishnoi	M.A., Ph.D. Sanskrit	Associate Professor	Literature	34 years	1 Candidate registered

11. List of senior visiting faculty – **NIL**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – No temporary faculty in Sanskrit deptt.

13. Student – Teacher Ratio (programme wise) –

U.G. – 1:45 2015-16

14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled – **One faculty department, common adm. staff**
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG/ Ph.D - M.A., Ph.D. (Sanskrit)
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – **NIL**
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – **NIL**
18. Research Centre / facility recognised by the University –

Although there is no research centre in college, in any subject, but on account of teaching experience and personal research work, Hon'ble Vice Chancellor, C.C.S. University, Meerut kindly provided N.A.S. PG College, Meerut as venue for me for my research students in the deptt. of Sanskrit in 2008.

19. Publications :

- a) Publication per faculty – One book "Ramayana Mein Nari" published in 2002.
- b) Number of papers published in peer reviewed journals (national / international) by faculty and students –
 - 19 research papers published
 - 02 research papers presented
- c) Number of publications listed in International database (for eg. Web of science, scopus, Humanities, International complete, dare database, International social sciences directory, EBSCO host, etc.)
- d) Monographs
- e) Chapter in books
- f) Books edited
- g) Books with ISBN / ISSN numbers with details of publishers
- h) Citation index
- i) SNIP
- j) SJR
- k) Impact factor
- l) h-index

20. Areas of consultancy and income generated –

21. Faculty as members in
- National committees - NIL
 - International committees - NIL
 - Editorial Boards – **Member of Editorial Board at college levelled magazine.**
22. Student projects
- Percentage of students who have done in-house projects including inter departmental / programme - NA
 - Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories / Industry/ other agencies – NA
23. Awards / Recognitions received by faculty and students –
- Faculty received recognition by local organisations of Sardhana.
 - One N.S.S. volunteer named Prakash Sharma was awarded Best volunteer award by the NSS Organisation during tenure (2000 – 2004) of programme officer.
24. List of eminent academicians and scientists / visitors to the department –
- Ram Kishor Sharma – Former H.O.D., NAS PG College, Meerut
 - Dr. Bhartendu Pandey – Associate Professor, Delhi University, Delhi
 - Dr. Vachaspati Mishra – Associate Professor, Meerut college, Meerut
 - Dr. A.N. Singh – H.O.D. Associate Professor, NAS College, Meerut
 - Dr. Poonam Lakhnupal – H.O.D., Associate professor, R.G., P.G. college, Meerut
During remedial scheme of U.G.C.
25. Seminars / Conferences / Workshops organised & the source of funding
- National – NIL
 - International – NIL

26. Student profile programme / course wise :

Name of the Course/ programme (refer question no.4)	Applications received	Selected	Enrolled	Pass percentage
		*M	*F	
B.A.-I (2015 – 16)	50	45	45	-

B.A.-III	50			
(2011 – 12)	50			
(2012 – 13)	50			
(2013 – 14)	50			
(2014 – 15)				

* M = Male * F = Female

27.Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A.	100%	--	--

28.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. - NIL

29.Student progression :

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil	NIL
PG to Ph.D	NIL
Ph.D to Post-Doctoral	NIL
Employed <ul style="list-style-type: none"> Campus selection Other than campus recruitment 	No campus selection provided to the students at U.G. level in this college NIL
Entrepreneurship / Self-employment	NIL

30.Details of Infrastructural facilities :

- Library – One central library for common access to all students, approx – 1000 books for Sanskrit student including text books, journals, magazines, research journals and reference books.
- Internet facilities for Staff & Students – Only in staff room & library.
- Class rooms with ICT facility – No, class room with ICT facility. ICT facility available in one seminar room for common use of all departments.
- Laboratories – Not required

31. Number of students receiving financial assistance from college, university, government or other agencies –
College _____
University _____
Government _____
Other agencies _____
32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts-
a) Sanskrit speaking course
b) Guest lectures
c) Seminars
d) Projects
e) Departmental activities
f) Assignments
33. Teaching methods adopted to improve student learning –
Traditional lecture method accompanied with P.P.T. method, white board, group discussions and quiz on academic topics (oral) and demonstrations.
34. Participation in Institutional social responsibility (ISR) and extension activities –
Participation in ISR through departmental assembly / prayer service & participation in extended activities during programme officer ship of N.S.S. during years 1981 – 1984 and 2000 – 2004.
35. SWOC analysis of the department and future plans –

Students in Sanskrit department remain in personal touch of faculty. Students get the opportunity to learn and participate in different departmental activities through proper guidance and motivation of the faculty.

Strength

Students in department remain in personal touch with faculty due to less number of students.

Department organizes Sanskrit speaking course time to time to strengthen the language.

Students moral values are enhanced through Sanskrit knowledge.

Library is equipped with good Sanskrit journals and reference.
The department improved the pronunciation of Sanskrit language.
Students get the opportunity to learn and participate in different department.

Weakness

Lack of interest in Sanskrit language in the present scenario.
Student find Sanskrit as difficult subject.
There is lack of market value in Sanskrit and students are job-oriented so they do not find much scope in Sanskrit language.

Challenges

To train students to speak in Sanskrit.
To create an interest in students to opt for Sanskrit.

Political Science Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Political Science**
2. Year of Establishment – **July 1981**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – U.G.
4. Names of Interdisciplinary courses and the departments / units involved – NIL
5. Annual / semester / choice based credit system (programme wise) – Annual
6. Participation of the department in the courses offered by other departments – History, Sociology, Economics, Sanskrit.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – NIL
8. Details of courses / programmes discontinued (if any) with reasons. – NIL
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors	01	01
Asst. Professors		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Anjali Mittal	M.A., M.Phil. Ph.D	Associate Professor	Indian Constitution	32 years	2 Candidate registered

11. List of senior visiting faculty –

- (a) Dr. I.N. Tewary, Professor and Head Deptt. of Pol. Sc., C.C.S. University Meerut. Delivered a lecture on seminar on Gandhi Jayanti the topic of his lecture was "Gandhi and Contemporary world".

- (b) Shri Shiv Kumar Gupta, eminent Gandhian, Meerut delivered a lecture on relevance of Gandhian thought for your youth.
 - (c) Dr. Indu Sharma, Principal, Ismile National Post Graduate College, Meerut delivered a lecture in Remedical classes (as guest lecturer) The topic was "Status of Women in India"
 - (d) Dr. Shivali Aggarwal, Associate Professor, Deptt. of Political Science, Ismile National Post Graduate college, Meerut (in Remedial classes) on "Corruption in India.
 - (e) Dr. Jiley Singh, Associate Professor, Deptt. of Political Science, Sanjay Gandhi College, Saroorpur (in Remedial Classes) on "Revolution of 1987".
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – NIL
13. Student – Teacher Ratio (programme wise) –
B.A.-I - 80, B.A.-II – 90, 92, B.A.-III – 85-1
14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled – Common administrative staff.
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG/ Ph.D - P.G., M.Phil., Ph.D.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – NIL
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – NIL
18. Research Centre / facility recognised by the University – NIL.
19. Publications : 12 in proceeding/ books, 1 in journal, 4 in college magazine. 17 paper published, 21 papers presented in different international and national seminars.
20. Areas of consultancy and income generated – NIL

21. Faculty as members in -- At college level different committees.

22. Student projects

c) Percentage of students who have done in-house projects including inter departmental / programme - Projects are not a part of our curricular at U.G. level but our students prepare projects on different current topics. We have about 50-60 project files in our departmental activities.

d) Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories / Industry/ other agencies – NIL

23. Awards / Recognitions received by faculty and students –

c) Good NSS programme officer and teacher award in 2008 by Seva Sampran Samittee, Sardhana.

d) Best NSS programme officer award in 2010 at University level. (CCS University, Meerut)

e) Good teacher award 2011 on teacher's day by Seva Sampran Samittee and Vidharthi Sangh, Sardhana.

f) Good teacher award in 2015 by Bharat Vikas Parishad, Meerut.

24. List of eminent academicians and scientists / visitors to the department –

1. I.N. Tiwari, professor and head of the department of political science, CCS university, Meerut delivered a lecture on Gandhi Jayanti. Topic was- Gandhi and contemporary world.

2. Shri Shiv Kumar gupta, eminent Gandhian, Meerut delivered a lecture in seminar, on the topic- relevance of Gandhian thought for youth.

3. Dr. Indu Sharma, Principal, Ismile National Post graduate college, Meerut delivered a lecture in remedial classes , as guest lecture. The topic was ‘ Status of women in india’.

4. Dr. Shivali Agarwal, associate professor, department of Political Science, Ismile national post graduate college, Meerut in remedial classes on ‘ corruption in India’.

25. Seminars / Conferences / Workshops organised & the source of funding

c) National – NIL

d) International – NIL

26. Student profile programme / course wise :

Name of the Course/ programme (refer question no.4)	Applications received	Selected	Enrolled	Pass percentage
		*M	*F	
B.A.-I, Pol. Sc.	105		80	-
B.A.-II, Pol. Sc.	200		180	95%
B.A.-III, Pol. Sc.	120		82	94%

* M = Male * F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A.	100%	NIL	NIL

28.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. – 2

29.Student progression :

Student progression	Against % enrolled
UG to PG	12%
PG to M.Phil	1%
PG to Ph.D	1%
Employed	No campus recruitment

30.Details of Infrastructural facilities :

- e) Library – One central library equipped with syllabus books, journals, periodicals, reference books, Newspapers, Newsletter, Competitive exams books.
- f) Internet facilities for Staff & Students – Common assess facility for staff in library.
- g) Class rooms with ICT facility – No
- h) Laboratories – Not required

31.Number of students receiving financial assistance from college, university, government or other agencies –

- a) Scholarships from Samaj Kalyan Department for SC/ST/OBC students of the college.

- b) Good NSS programme officer and teacher award in 2008 by Seva Sampran Samittee, Sardhana.
- c) Best NSS programme officer award in 2010 at University level. (CCS University, Meerut)
- d) Good teacher award 2011 on teacher's day by Seva Sampran Samittee and Vidharthi Sangh, Sardhana.
- e) Good teacher award in 2015 by Bharat Vikas Parishad, Meerut

32.Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts-

- g) Dr. I.N. Tewary.
- h) Shri Shiv Kumar Gupta
- i) Dr. Indu Sharma
- j) Dr. Shival Aggarwal
- k) Dr. Jiley Singh
- l) Interdisciplinary seminars
- m) Remedial coaching
- n) Tutorial classes

33.Teaching methods adopted to improve student learning –
Lecture method, power point presentation, model simulation, illustrations, group discussion, quiz, written test, home exams, debate, speech, assignment, quote writing, making project file, poster making, survey on voting behaviour in Panchayat elections. Session of parliament skit & plays.

34.Participation in Institutional social responsibility (ISR) and

extension activities –

I am the member of Janhit foundation a N.G.O. working for poor slum area and helpline for children. I am also the member of Bharat Vikas Parishad which works for the society. It organises camp for disabled, distribute wheel chairs and hearing aid machine, sewing machine, jerseys and sweater for poor children, marriage of poor girls, working for the improvement of environment, inculcating moral values and so many other activities. As NSS programme officer in 1986-89 and 2004-08 myself actively participated and organised different social activities and extension services for the society. I was also the Mahila President of Bharat Vikas Parishad Sardhana in the year 1987-88.

Member Janhit foundation – NGO

Member Bharat Vikas Parishad
Ex NSS Programme Officer in 1986 to 1989, 2004 to 2008

35.SWOC analysis of the department and future plans –

Strength :

- Cordial and supportive atmosphere and attitude in the class rooms between teachers and students.
 - Despite the rural background some students are very supportive, intelligent, eager to learn try their level best in departmental activities and examination.
 - Making them good citizens, aware them about their rights.
 - Teacher provide full support for the physical, mental and spiritual development.
 - The mentor guide them for Group discussion, competitive exams debate, assignments, projects, and other departmental activities.
 - Making them good citizens, bringing awareness in them about their future plans.
 - Teacher provide the support for the physical, mental and spiritual development of the students.
 - To make students versatile . to encourage the students to fulfill their potential and develop their talents and skill.
 - To provide an environment which nurtures learning and quality teaching.
-
- Improving out teaching methods by using new technology and contemporary methods.

Weaknesses

- New teaching and contemporary methods to be used to make the subject more interesting.

Opportunities

- To enhance their general knowledge and create general awareness.

- To provide an opportunity to the students to make them prepare for democratic citizens, leadership qualities and aware of their rights and duties.

Challenges

- The rural area has no facility of internet in their homes so they go to the shops for the assignment to use internet.
- To motivate students to excel in their academics.
- To create interest in students to work hard and do the self study by using lib The challenge before us is to guide and teach them through power point presentation. As the students do not have internet facility in their houses. So they have to depend on market for their assignment and work.
- Raising the standard of the students.
- Provide quality based education for our students.
- To organize national level seminar and workshop for students.
- To motivate students for competitive

Activities :

- To make student versatile. To encourage the students to fulfill their potential and develop their talent and skills. To provide an environment which nurtures learning and quality teaching.
- A friendly atmosphere for academics and extracurricular is provided.
- To encourage the students to meet the faculty on regular basis and to establish a rapport.

Future plan : To organize national seminar, symposium to initiate academic of National repute, politicians.
To motivate students for competitions.

Brief profile of Political Science Department

Political science department came into existence in 1981. Dr. Anjali Mittal joined the institution as a lecturer in Dec. 1983. In 1983 there were only 9 students in B.A.-Ist year and 12 in B.A. – IIInd year but every year the number of students increased in the political science department. In 2000 it reached to 150 students in B.A.-Ist. When sociology and economics were introduced the number of students remained about 100-125. Last year in 2014 the number of students opted political science as their subject

reached 182. Then students were divided into two sections. There are six papers in our curricular at B.A. level two papers in each class (B.A.-Ist, B.A.-II, B.A.-III)

Curriculum at U.G. level

Paper I	Political theory
Paper II	National movement & constitution of India
Paper III	Western political thought
Paper IV	Comparative Governments
Paper V	Public Administration
Paper VI	International Politics

Students in our college come from nearby villages. Students almost from 22 villages come here to study. Ours is a girls degree college dedicated to all round development of our students. We try our level best to provide quality based education to our students. We inculcate moral values, a sense of responsibility in our students, make them good citizen, make them aware of the problems that society, nation and world is facing today. We teach them how they can be a channel of change in family, society and nation. We prepare them for competitive exams such as Ranks, IAS, PCS, NET, SSC, B.Ed. entrance and so on.

No. of students in last four years

Year	No. of students
2015-16	80
2014-15	90+92=182
2013-14	86
2012-13	95

There are about _____ books based on curricular and _____ reference books _____ journals.

Results of passing out students.

Year	Highest marks	Pass
Percentage		
2011-12		
2012-13	69%	
97%		
2013-14	63%	
96%		
2014-15	72%	
99%		

Our students participate in inter collegeate debate, speech and essay writing competitions and are awarded mostly at first and second place. Some students go for higher education, some for B.Ed. some for competitive exams. The students qualifying for different degrees are contributing to the society by their skills

and by imparting education as a teacher. Some students qualified net exams but we do not have proper data.

Tutorial classes : We conduct tutorial classes twice a week. Week students come and try to solve their problems.

Remedial classes : In the year under U.G.C. department organised remedial classes for the students. Under this scheme 80 hours were given for extra coaching to the students. Three guest lectures were organised. Dr. Indu Sharma, Dr. Shivali Aggarwal and Dr. Jiley Singh, Senior faculty members from different colleges were invited. They delivered lectures on current topics – Students.

Different departmental activities organised by department in previous years :

15 August : Patriotic Song Competition

Independence

Day

2nd Oct : Skit, Debate, Seminar, poster making, quote writing exhibition
Gandhi live model, still model, Bhajan, project file making, alpna making.

Jayanti

24th Oct : Project making, Poster, quiz, debate

UNO Day

26th Nov: Quiz, poster, project, writing of preamble, fundamental rights,
Constitution Fundamental duties, Art 32, Directive principles of state policy.

Day

10th Dec: Skit, poster, project, group discussion, speech

Human

Rights day

12th Jan : Speech competition, quote writing on swami vivekanand.

Youth Day

8th Mar : Talk and Group discussion, seminar, project file, Role of wome
Women's in India, Legal rights of women, Participation of women in politics,

Day Women at grass-root level
Inter departmental seminar

Group Discussion

Session of Parliament

Essay Writing

Carton making chart competition

Extempore

Quizzes

Debate

Fancy dress competition

History Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **History**
2. Year of Establishment – **July 1981**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – **U.G.**
4. Names of Interdisciplinary courses and the departments / units involved – Sometimes in Hindi, History and Political science department of our college. – **NIL**
5. Annual / semester / choice based credit system (programme wise) – **Annual**
6. Participation of the department in the courses offered by other departments – **Yes**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – **NIL**
8. Details of courses / programmes discontinued (if any) with reasons. – **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors	1	1
Asst. Professors		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Mahima Mishra	Double M.A., M.Phil., Ph.D	Associate Professor		3 years RGPG college 32 years St. Joseph Girls college Meerut Total exp- 3+32=35 years	9 students 02 Ph.D awarded

11. List of senior visiting faculty – **N.A.**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – NIL
 13. Student – Teacher Ratio (programme wise) –

B.A. I =	82	}	2015
B.A. II =	80		single headed
B.A. III =	80		Department

14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled – NIL : Common administrative staff.
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ Ph.D
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – NIL
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – NIL
18. Research Centre / facility recognised by the University – Registered guide from CCS University Research Centre, NAS P.G. College, Meerut.
19. Publications :
 Faculty – Dr. Mahima Mishra
 m) Number of papers published in peer reviewed journals (national / international) by faculty and students –
 - National papers
 - International : 04
 n) Number of publications listed in International database (for eg. Web of science, scopus, Humanities, International complete, dare database, International social sciences directory, EBSCO host, etc.) - 04
 o) Monographs - NIL
 p) Chapter in books - 15
 q) Books edited – Vice President and editor Journal, M.U.H.A.
 r) Books with ISBN / ISSN numbers with details of publishers - some
 s) Citation index
 t) SNIP
 u) SJR
 v) Impact factor
 w) h-index
20. Areas of consultancy and income generated – N.A.
21. Faculty as members in
 d) National committees b) International committees
 c) Editorial Boards - At college level.

22. Student projects
 - e) Percentage of students who have done in-house projects including inter departmental / programme - NIL
 - f) Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories / Industry/ other agencies – NIL
23. Awards / Recognitions received by faculty and students –

Faculty - Dr. Mahima Mishra – 06 award
Student – 01 award
24. List of eminent academicians and scientists / visitors to the department –
 - f) Dr. Ramesh Chandra – Vice Chancellor, CCS University, Meerut
 - g) Dr. K.K. Sharma – Dean, Deptt.of History, C.C.S. Univ. Meerut
 - h) Dr. Gita Shrivastava, Dean, Deptt.of History, C.C.S. Univ. Meerut
 - i) Dr. R.S. Agarwal – Dean, Deptt.of History, C.C.S. Univ. Meerut
 - j) Dr. I.M. Tiwari, Dean, Pol. Science, C.C.S. Univ. Meerut
 - k) Dr. Sihna – Dean, Jamiya Miliya Univ. Delhi
 - l) Dr. Sumangal Prakash – Head, Meerut College, Deptt. of History
 - m) Dr. K.D. Sharma, Associate Prof., Meerut college
 - n) Dr. S.K. Mittal, Associate Prof. Meerut college
 - o) Dr. Vignesh Tyagi, Asso. Prof. Meerut College
 - p) Dr. Sativa Goel, Principal, R.G. College Meerut
 - q) Dr. Savita Vishnoi, History Deptt. RGPG College, Meerut
 - r) Dr. Sarojini Bhargawa, History Deptt. RGPG College, Meerut
 - s) Dr. Renu Jain, History Deptt. RGPG College, Meerut
 - t) Dr. Somendra Vashista – N.A.S. PG College, Meerut
 - u) Dr. Devesh Sharma – N.A.S. PG College, Meerut
 - v) Dr. Rabesh Tyagi – N.A.S. PG College, Meerut
 - w) Dr. Akhilesh Sharma – N.A.S. PG College, Meerut
 - x) Dr. Malti Agarwal, N.A.S. PG College, Meerut
 - y) Dr. K.P. Singh, Principal Sarurpur, Meerut
 - z) Dr. Tejveer Singh – Rasna College, Head history department
 - aa) Dr. KK Sharma – MMMH College, Modinagar
 - bb) Dr. Sobran Singh – Kishan College, Mawana

25. Seminars / Conferences / Workshops organised & the source of funding
 e) National – At college level – three exhibitions
 f) International -
 26. Student profile programme / course wise : Not Applicable

Name of the Course/ programme (refer question no.4)	Applications received	Selected	Enrolled	Pass percentage
		*M	*F	

* M = Male * F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G.	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. - N.A.
 29. Student progression : N.A.
 30. Details of Infrastructural facilities :
 i) Library – Central Library.
 j) Internet facilities for Staff & Students – Yes, common access to all users.
 k) Class rooms with ICT facility – N.A.
 l) Laboratories – N.A.
 31. Number of students receiving financial assistance from college, university, government or other agencies –
 Financial assistance given by U.P. Govt. for S.C., S.T. and Poor fund from the college.
 32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts-
 a) Assignment
 b) Project on classwise syllabus
 c) Chart making & Poster competitions
 d) Inter department seminars
 e) Quiz
 f) Group discussion
 g) Guest lectures
 h) Exhibitions
 i) Question Answer session

- j) P.P.T.
 - k) Cultural activities on Historical background
 - l) Fancy dress competition
33. Teaching methods adopted to improve student learning –
 Lecture method, PPT, Guest lecture, Project, model, use of chalk & black board etc.
34. Participation in Institutional social responsibility (ISR) and extension activities –
 Worked as N.S.S. programme officer, twelve years.
35. SWOC analysis of the department and future plans –
- (i) We teach the student according vocational oriented.
 - (ii) To increase their G.K. and I.Q. level.
 - (iii) To make them capable to solve the future problems.
 - (iv) To make them self dependant.
 - (v) To prepare them for competition exams as PCS, IAS etc.
 - (vi) To encourage moral values, confidence and aware citizen of India.
 - (vii) Awareness for women empowerment.

Home Science Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Home Science**
2. Year of Establishment – **1981**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – **U.G.**
4. Names of Interdisciplinary courses and the departments / units involved –
Interdisciplinary courses in the subject :
 - Home Management, extension education BA-I
 - Textiles and child development – B.A.-II
 - Food & Nutrition, Therapeutic Nutrition – B.A.-III
5. Annual / semester / choice based credit system (programme wise) – **Annual system**
6. Participation of the department in the courses offered by other departments – **N.A.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – No course in collaboration with other universities.
8. Details of courses / programmes discontinued (if any) with reasons. – **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors	1	1
Asst. Professors		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Manjari Chandra	M.Sc., Ph.D.		Home management	34 years	NIL

11. List of senior visiting faculty – Not applicable
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – No temporary faculty
13. Student – Teacher Ratio (programme wise) – 2012 – 2013

2013 – 2014

2014 – 2015

2015 - 2016

14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled –
01 – female lab assistant 01 – Lab Boy
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG – M.Sc., Ph.D
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – N.A.
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – N.A.
18. Research Centre / facility recognised by the University – N.A. as our college is undergraduate.
19. Publications : No publication
20. Areas of consultancy and income generated – Not applicable
21. Faculty as members in - Member of Home Science Association of India since – 1978.
22. Student projects - Small projects related to course line is accomplished by students in their practical files – such as on Banking process, printing & Embroidery and therapeutic nutrition (Planning diet, for normal and diseases).
23. Awards / Recognitions received by faculty and students – Not applicable – At college level various competitive activities are organised and given prizes by college and association of the subject itself.
24. List of eminent academicians and scientists / visitors to the department – Principal of Meerut college, Ismail college and R.G.P.G. college visited our college for the workshop.
25. Seminars / Conferences / Workshops organised & the source of funding - Not applicable
Seminars and workshops are conducted college level not national level funding from association.
26. Student profile programme / course wise : Course wise profile is not applicable in our college.

Name of the Course/ programme (refer question	Applications received	Selected	Enrolled	Pass percentage
		*M	*F	

no.4)				
Home Science	42	-	42	-

* M = Male * F = Female

27. Diversity of Students – No students from other states.
Only 20 nearby villages are covered.

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. Home Science	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. -- Not Applicable

29. Student progression : Not applicable

Student progression	Against % enrolled

30. Details of Infrastructural facilities :

- m) Central Library –
- n) Not applicable
- o) Not applicable
- p) 02 (01 cooking lab, 01 Printing lab)

31. Number of students receiving financial assistance from college, university, government or other agencies –

- College - Few minority students
- University – Few financially weak
- Government – nearly all SC / ST

32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts –
Special lectures and workshops by the subject teachers.

33. Teaching methods adopted to improve student learning –
Demonstration, lecture method, practical method, ppt use.

34. Participation in Institutional social responsibility (ISR) and extension activities – Only through N.S.S. activities

35. SWOC analysis of the department and future plans –
Home science is a useful subject for girls.
Each student is given instruction according to need.
The students are made self-sufficient by learning many skills in practical.

Many students are unable to perform various activities due to their personal circumstances.

The students gain confidence by doing themselves.

Students are empowered by teacher in various practical skills related to subjects.

Strength

Home Science is interdisciplinary in nature hence a balance between the scientific approach and practicality is provided. Home management, rural community extension, nutrition and diets, textile, child development and interior decoration are as part of the Home Science.

The job opportunities for the employment are production industry or hotel management or health care as well. In addition as a nutrition consultant, most opportunities are in non-governmental organizations for graduates. Home Science graduates can seek career in the field of community and social work as well as in NGOs, food and nutrition related activities.

Following are other career options---

- Catering at factories and offices where people do not have time or arrangement to cook meals.
- Confectionary and bakery, ice-cream parlours can be started with innovative skills.
- Preservation of fruits and vegetables in the form of pickles, jams and jellies etc.
- Hobby centers- a- health centre, b- child care/ day care centre , c- old age homes, d- mobile crèches, e- rehabilitation centres for children

Weakness

- Traditional programme of B.A. is not so attractive to students.
- No specific consultancy to improve the progress.
- Many of the students are from socially and backward area so can not afford to buy practical material.

Opportunities

- In future diploma courses in cooking, bakery, printing and dying can provide the students better opportunities for employment.

Challenges

Being the rural area the proper conveyance, electricity 24 hours, social traditions and financial weaker section can be the challenges to advance in this course.

Hindi Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Hindi**
2. Year of Establishment – **1981**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – **U.G.**
4. Names of Interdisciplinary courses and the departments / units involved – Nil
5. Annual / semester / choice based credit system (programme wise) – **Annual**
6. Participation of the department in the courses offered by other departments – Yes
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – NIL
8. Details of courses / programmes discontinued (if any) with reasons. – Nil
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors	1	Nil
Asst. Professors		

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr Mahesh Paliwal	Double M.A. Ph.D.	Lecturer		8 years	Nil

11. List of senior visiting faculty – NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – Nil
13. Student – Teacher Ratio (programme wise) – 80:1
14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled – Technical – Nil, Administrative staff – There is one common administrative staff

15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG - Ph.D
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – NIL
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – NIL
18. Research Centre / facility recognised by the University – Nil
19. Publications :
 - x) National– Nil
 - y) International - Nil
 - z) Monographs - Nil
 - aa) Chapter in books - Nil
 - bb) Books edited - Nil
 - cc) Books with ISBN / ISSN numbers with details of publishers - Nil
 - dd) Citation index - Nil
 - ee) SNIP - Nil
 - ff) SJR - Nil
 - gg) Impact factor - Nil
 - hh) h-index - Nil
20. Areas of consultancy and income generated – Nil
21. Faculty as members in
 - e) National committees - NIL
 - f) International committees - NIL
 - g) Editorial Boards – Member of Editorial Board at college levelled magazine.
22. Student projects
 - g) Percentage of students who have done in-house projects including inter departmental / programme - Nil
 - h) Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories / Industry/ other agencies – Nil
23. Awards / Recognitions received by faculty and students – 'First Prize' National level essay competition on oil conservation by ministry of Petroleum and Natural Gas (Student – Karishma) dated 16.01.2013
24. List of eminent academicians and scientists / visitors to the department – Nil
25. Seminars / Conferences / Workshops organised & the source of funding
 - g) National – NIL
 - h) International - NIL
26. Student profile programme / course wise :

Name of the Course/ programme (refer question no.4)	Applications received	Selected	Enrolled	Pass percentage
		*M	*F	

* M = Male * F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Hindi)	100%	0%	0%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. - 4%

29. Student progression :

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil	10%
PG to Ph.D	2%
Ph.D to Post-Doctoral	0%
Employed <ul style="list-style-type: none"> Campus selection Other than campus recruitment 	2% 10%
Entrepreneurship / Self-employment	20%

30. Details of Infrastructural facilities :

- q) Library – We have common library where the departmental books are well maintained.
- r) Internet facilities for Staff & Students – Internet in staff room and library and computer lab
- s) Class rooms with ICT facility – There is a seminar room with ICT facility
- t) Laboratories – Yes for the practical subjects

31. Number of students receiving financial assistance from college, university, government or other agencies –

5 students receiving financial assistance from college and nearly 300 students receiving financial help from government in the form of scholarship.

32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts- Special lectures – 2 by Prof Dr. Naveen Chandra Lohani, Workshops – 2 on correct pronunciation and hindi language and its future.
33. Teaching methods adopted to improve student learning –
Discussion in groups, quiz, projects, file work, ppt presentation, play and poster making, singing and stage drama acting, creative writing method etc
34. Participation in Institutional social responsibility (ISR) and extension activities – NSS activities
35. SWOC analysis of the department and future plans –
SWOC analysis –

strength

- Hindi department is excellent in debate, essay writing, street play and stage drama and projects and file work.
- Students are hardworking and get good motivation to excell in examination. Hindi quiz is conducted every year.
- The department needs to work more on modern technology and use of ppt presentation.
- The department is good in all the literary activities.
- The students can avail well equipped library.
- There are sufficient reference and text books in hindi department.

Weakness

- The students do not have goal to achieve.
- They are depending more on class room teaching.
- Students need to explore through internet facility and other modern aids.

Opportunity

- The students have opportunity in media world, as journalists, translators and creative writing too
- The students can use the Hindi knowledge as to teach the foreign students.
- They can use media as career as news reporters, journalists and skit and play writers.

Challenges

- To make students aware of the need of Hindi language as career.

- To make hindi as the market language to have better skop for job.
- To advance in hindi typing and hindi translations.

Economics Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Economics**
2. Year of Establishment – **2005**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – **U.G.**
4. Names of Interdisciplinary courses and the departments / units involved – **NIL**
5. Annual / semester / choice based credit system (programme wise) – **U.G. – Annual**
6. Participation of the department in the courses offered by other departments – **Yes**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – **No**
8. Details of courses / programmes discontinued (if any) with reasons. – **No such courses**
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors		
Asst. Professors		01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Vidushi Tyagi	B.Sc. (Bio) M.A. Ph.D	Asst. professor	Gender economics	09	NIL

11. List of senior visiting faculty – **No**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty –

Lectures delivered (in %)	Practical classes
---------------------------	-------------------

0	It has no practical classes
---	-----------------------------

13. Student – Teacher Ratio (programme wise) – 80 : 1
14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled – Technical - NIL and administrative – common.
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/
M.Phil/ PG/ Ph.D - 1
16. Number of faculty with ongoing projects from a) National
b) International funding agencies and grants received – NIL
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – No
18. Research Centre / facility recognised by the University – NIL
19. Publications : NIL
20. Areas of consultancy and income generated – No
21. Faculty as members in
- 22 National committees – Nil
23. International committees - Nil
- Student projects - NIL
- Awards / Recognitions received by faculty and students-No
24. List of eminent academicians and scientists / visitors to the

department –

special lecture by Mr. J.L. Gupta, Bank manager, PNB Meerut.

25. Seminars / Conferences / Workshops organised & the source of funding
 - i) National – No
 - j) International - No

26. Student profile programme / course wise : Not Applicable

Name of the Course/ programme (refer question no.4)	Applications received	Selected	Enrolled	Pass percentage
		*M	*F	
B.A.-I				

B.A.-II				
B.A.-III				

* M = Male * F = Female

27.Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A.	100%	NIL	NIL

28.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. - There is no such mechanism to know the number of such students.

29.Student progression : There is no mechanism to track the students

30.Details of Infrastructural facilities :

- u) Library – Central Library.
- v) Internet facilities for Staff & Students – Yes, common access to all users.
- w) Class rooms with ICT facility – NIL
- x) Laboratories –Not required

31 .Number of students receiving financial assistance from college,

university, government or other agencies –

Approximately 76% of all students received stipend from Scholarship is being provided to the students as per the rules of UP government to SC/ST candidates.

Government under different schemes.

32.Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts- NIL

33.Teaching methods adopted to improve student learning –

- Chalk/green black board are used while taking lectures.
- Use of graphs and diagrams for better understanding of topics.
- Encourage to write assignments.
- Remedial coaching classes.
- Sometimes devote time to taking down summary of lectures delivered.
- Class tests are taken time to time to judge their understanding.

34. Participation in Institutional social responsibility (ISR) and extension activities –

- Students participate regularly in several NSS activities of the college.
- Specially pay attention for students participation in different curricular activities which are organized by college i.e. drama, debate, different festivals, sports and games awareness programmes.

35. SWOC analysis of the department and future plans –

Strengths :

- Good relation among the students and teachers.
- Cooperative attitude among the students are admirable.

Weakness :

- The students selected for the B.A., Economics course do not have mathematics / Statistics at the higher secondary level which makes it difficult for them to cope with the B.A. Economics syllabus.
- Lack of fund to subscribe journal.

Opportunities :

- Students can opt for a variety of higher studies.
- They may appear for different competitive examination like IES etc.

Challenge :

- Give quality based education for all students.

Sociology Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Sociology**
2. Year of Establishment – **2005**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – **U.G.**
4. Names of Interdisciplinary courses and the departments / units involved – **NA**
5. Annual / semester / choice based credit system (programme wise) – **Annual**
6. Participation of the department in the courses offered by other departments – **Yes**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – **NIL**
8. Details of courses / programmes discontinued (if any) with reasons. – **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors		
Asst. Professors	1	1

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Sushma	Ph.D.		Social change among the scheduled casting after independence in an urban setting	10	Nil

11. List of senior visiting faculty – **NIL**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – **Nil**

13. Student – Teacher Ratio (programme wise) –
B.A. I, B.A. II, B.A. III
14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled – Technical – Nil, Administrative staff - common
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG - Ph.D, M.Phil, PG
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – NIL
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – NIL
18. Research Centre / facility recognised by the University – Nil
19. Publications :
 - ii) Publication per faculty –
 - jj) Number of papers published in peer reviewed journals (national / international) by faculty and students – Nil
 - kk) Number of publications listed in International database (for eg. Web of science, scopus, Humanities, International complete, dare database, International social sciences directory, EBSCO host, etc.) - Nil
 - ll) Monographs - Nil
 - mm) Chapter in books - Nil
 - nn) Books edited - Nil
 - oo) Books with ISBN / ISSN numbers with details of publishers - Nil
 - pp) Citation index - Nil
 - qq) SNIP - Nil
 - rr) SJR - Nil
 - ss) Impact factor - Nil
 - tt) h-index - Nil
- 20.Areas of consultancy and income generated – Nil
- 21.Faculty as members in
 - h) National committees - NIL
 - i) International committees - NIL
 - j) Editorial Boards – Member of Editorial Board at college levelled magazine.
- 22.Student projects
 - i) Percentage of students who have done in-house projects including inter departmental / programme - Nil

- j) Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories / Industry/ other agencies – Nil
23. Awards / Recognitions received by faculty and students – Nil
24. List of eminent academicians and scientists / visitors to the department – Nil
25. Seminars / Conferences / Workshops organised & the source of funding
- k) National – NIL
- l) International - NIL

26. Student profile programme / course wise :

Name of the Course/ programme (refer question no.4)	Applications received	Selected *M	Enrolled *F	Pass percentage

* M = Male * F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A.	100%	NIL	NIL

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. - NIL

29. Student progression :

Student progression	Against % enrolled
UG to PG	5%
PG to M.Phil	
PG to Ph.D	
Ph.D to Post-Doctoral	
Employed <ul style="list-style-type: none"> Campus selection Other than campus recruitment 	There is no campus recruitment facility
Entrepreneurship / Self-employment	NIL

30. Details of Infrastructural facilities :

y) Library – Central Library

- z) Internet facilities for Staff & Students –
Common access to all users
 - aa) Class rooms with ICT facility – Nil
 - bb) Laboratories – Not required in Sociology
31. Number of students receiving financial assistance from college, university, government or other agencies –
College _____
University _____
Government _____
Other agencies _____
32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts- Nil
33. Teaching methods adopted to improve student learning –
Traditional lecture method
34. Participation in Institutional social responsibility (ISR) and extension activities –
35. SWOC analysis of the department and future plans –
We can teach easily the students with the help of diagram to use the black board and OHP (Over head projector).

The students can make their career by opting sociology. They can carry out a social project in rural area and join the NGOs to help the society.

They can also join the social health care, business consultation, education and child welfare.

Drawing & Painting Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **Drawing & Painting**
2. Year of Establishment – **2005**
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – U.G.
4. Names of Interdisciplinary courses and the departments / units involved – NIL
5. Annual / semester / choice based credit system (programme wise) - **Annual**
6. Participation of the department in the courses offered by other departments – Yes
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – NIL
8. Details of courses / programmes discontinued (if any) with reasons. – NIL
9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associates Professors		
Asst. Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D students guided for the last 4 years
Dr. Poonam Yadav	M.A., Ph.D. SLET	Lecturer		9 years	

11. List of senior visiting faculty – NIL
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty – NIL
13. Student – Teacher Ratio (programme wise) – 40 : 1
14. Number of academic support staff
Technical – NIL
Administrative – We have common administrative staff
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG/ Ph.D -

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received – NIL
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received – NIL
18. Research Centre / facility recognised by the University – NIL
19. Publications :
 - uu) National - 1
 - vv) International – 3
 - ww) Monographs – NIL
 - xx) Chapter in books – 3
20. Areas of consultancy and income generated – NIL
21. Faculty as members in
 - k) National committees - NIL
 - l) International committees - NIL
 - m) Editorial Boards – NIL
22. Student projects
 - k) Percentage of students who have done in-house projects including inter departmental / programme - NIL
 - l) Percentage of students placed for projects in organisations outside the institution i.e. in Research laboratories / Industry/ other agencies – NIL
23. Awards / Recognitions received by faculty and students – NIL
24. List of eminent academicians and scientists / visitors to the department – NIL
25. Seminars / Conferences / Workshops organised & the source of funding
 - m) National – NIL
 - n) International - NIL
26. Student profile programme / course wise :

Name of the Course/ programme (refer question no.4)	Applications received	Selected *M	Enrolled *F	Pass percentage

* M = Male * F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad

B.A.	100%	--	--
------	------	----	----

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. - 2 %

29. Student progression :

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil	2%
PG to Ph.D	2%
Ph.D to Post-Doctoral	0%
Employed <ul style="list-style-type: none"> Campus selection Other than campus recruitment 	There is no campus recruitment facility

30. Details of Infrastructural facilities :

- cc) Library – Central library
dd) Internet facilities for Staff & Students – Common access to all users.
ee) Class rooms with ICT facility – NIL
ff) Laboratories – Yes
31. Number of students receiving financial assistance from college, university, government or other agencies –
College -----
University -----
32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts- Remedial classes, assignments, inter department seminar, workshop, painting competition, quiz
special lectures, workshops, seminar with external experts.
- Workshop by Dr. Pankaj Vashisht and Smt. Shalini Sharma.
33. Teaching methods adopted to improve student learning –
Traditional lecture method and practical method
Ppt lesson, use of internet, enacting, discussion, traditional lecture method, quiz, workshops, exhibition, various competitions, monthly tests etc
34. Participation in Institutional social responsibility (ISR) and extension activities –
35. SWOC analysis of the department and future plans –

Strength

- Faculty arranges many activities and competitions in drawing department.
- Faculty participated in various workshops and seminars.
- Many chapters have been published in books and magazines.
- Faculty guides students time to time for good career.
- Many updates, art magazines and books are available for students in library.
- Faculty helps the needy students to provide art materials like colours, brushes and papers etc.

Weaknesses

- Drawing subject requires many costly objects but students come from poor background so they find difficult to opt for the subject.

Opportunity

- Painting has main role in human life so drawing subject has opportunity for life.
- The subject makes students self-dependant and creative.
- Students get very good opportunity in many field like animation world, graphic designs, teaching and self business in painting and Art.
- Faculty and students have good co-ordination to make work easy.

Challenges

- To make students creative and innovative.
- To make the students skilled in Art and Craft, painting etc.

B.Ed. Department

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department – **B.Ed.**
2. Year of Establishment – **2007** : The programme was established in the year 2007 under the affiliation of Chaudhary Charan Singh University. Earlier the programme was offered for one year but from 2015 onwards decision has been taken to carry on for 2 years B.Ed. program.
3. Names of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) – B.Ed. is a Vocational course which emphasis on preparing students to become trained teachers in C.B.S.E., I.C.S.E. or +2 schools, for till senior secondary level.
4. Names of Interdisciplinary courses and the departments / units involved –
None of interdisciplinary courses and the departments / units are involved.
5. Annual / semester / choice based credit system (programme wise) **Annual system is being held.**
6. Participation of the department in the courses offered by other departments – **Yes, departments nearly participate in the courses / programs being offered by other departments.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. – The institution is not running or catering any courses in collaboration with other universities, industries, foreign institutions etc.
8. Details of courses / programmes discontinued (if any) with reasons. – None of the courses or programmes is being discontinued by the institution.
9. Number of Teaching posts

	Sanctioned	Filled
Professors	6+1	
Associates Professors		3
Asst. Professors		3+1 (temporary)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D./M.Phil etc.)
Faculty profile of all the staff members is being affixed with the report.
11. List of senior visiting faculty – Till now none of the senior visiting faculty has visited.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty –
13. Student – Teacher Ratio (programme wise) –
Student Teacher ratio in B.Ed. is as per acc to the rules of C.C.S University. There is a provision of 100 seats. In our institution 50 acc. to counselling and 50 as per seats reserved for minority.
14. Number of academic support staff (technical) and administrative staff ; sanctioned and filled –
Academic support staff (technical) and administrative staff sanctioned is common for the degree as well as B.Ed. department.
15. Qualification of teaching faculty with D.Sc./ D.Lit./ Ph.D/ M.Phil/ PG – Qualification of the teaching faculty is attached with the report.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received –
None of the faculty is on going with any projects from National / International funding agencies & grants received.
17. Departmental projects funded by DST – FIST ; UGC, DBT, ICSSR, etc. and total grants received –
There is no departmental projects funded by DST – FIST, DGC, DBT, ICSSR etc. so there is no question of grants received.
18. Research Centre / facility recognised by the University –
The institution is not a Research center so there are no as such facilities recognised by the university.
19. Publications : Details of the publication in reference to faculty in journals are given at the end of the Criteria-III. Details are being mentioned at the end.
20. Areas of consultancy and income generated – NIL
21. Faculty as members in – Faculty is not a member in National, International committees or editorial boards. All the committees are at the college level in which the teachers actively participate.
22. Student projects – NIL, As it is not a part of C.C.S. Curriculum.
23. Awards / Recognitions received by faculty and students – NIL
24. List of eminent academicians and scientists / visitors to the department – NIL

25. Seminars / Conferences / Workshops organised & the source of funding - NIL
26. Student profile programme / course wise : Student profile has been attached

Name of the Course/ programme (refer question no.4)	Applications received	Selected *M	Enrolled *F	Pass percentage

* M = Male * F = Female

27. Diversity of Students – Diversity of students is also attached with the report.

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services etc. -- There is no mechanism of providing any further coaching by the institution but the students try and clear on their personal efforts.

29. Student progression : There is no such formal mechanism to trace the student progression but on personal level approximate idea is being given :

Student progression	Against % enrolled
U.G. to P.G. P.G. to M.Phil. P.G. to Ph.D. Ph.D to Post-Doctoral <u>Employed</u> Campus selection Other than campus recruitment Entrepreneurship / Self employment	

30. Details of Infrastructural facilities :

- gg) Library – The institution library is central library, there is no departmental library provision as such.
- hh) Internet facility for staff & students - There is a common access of internet facility to all the users.
- ii) NIL

- jj) Laboratories – There are 2 laboratories in the B.Ed. department i.e. are fully equipped with the essential requirements.
31. Number of students receiving financial assistance from college, university, government or other agencies – Scholarships are being provided to the students as per the rules of U.P. Govt. to SC, ST candidate. Besides the college at personal level provide help & assistance to the student who are financially weak.
32. Details on student enrichment programmes, (special lectures/ workshops/ seminar) with external experts – For students enrichment programme Seminar, Symposium, Debate, Assignment projects, Remedial lectures & workshops are organised.
33. Teaching methods adopted to improve student learning – Different techniques & aids as per requirement of students & acc. to the need of the hour are adopted.
34. Participation in Institutional social responsibility (ISR) and extension activities – Extension activities include NSS and Scout guide & Eco club to make the students aware of the reality in our society.
35. SWOC analysis of the department and future plans – The course is a must for the women of the rural background. It helps them stand on their feet and take teaching as their carrier and be a source of running their families in a respectable manner.

Strength

- The course is a professional one that attracts the girls of the area to opt for it.
- Teaching profession is always on attraction for the students.
- We are having different courses and students participate in all inter-departmental activities.
- Library is well equipped with sufficient and good reference books related to education that fulfils the need of the students.
- Being a missionary institution, only for girls, it is the first choice of parents to opt for B.Ed.

Weaknesses

- Difficult for girls from distant area to visit the rural area.

- New techniques and methods as per requirement of modern world has to be introduced.
- Most of the students come from the rural area and do not poses internet facility so some times it is difficult for them to understand and work upon.
- The difference of hindi and English medium some times creates the problem for them.

Opportunities

- To make the students job-oriented by providing them the opportunity for professional courses.
- Students can opt for both in government as well as private sector.
- To make the students versatile and encourage them to fulfill their potential and develop their talents and skill.

Milestones of the Institution

	Year	Event
1.	1981	College established with 60 students
2.	1985	College had NSS Scheme for students
3.	2008	College student Sabina was selected for RD Parade
4.	2006-2009	Two teachers were members of board of studies to plan the syllabus
7.	2005	B.Ed. course started in self-finance scheme
8.	2007	Student Shabeena participated in Republic day parade
9.	2008	Shabeena was selected as best volunteer in the Republic Day
10.	2012	NSS second unit was added in the college
11.	2012	Hostel for college student (UGC scheme)
12.	2013	All India Essay competition Karishma Stood First Prize (National Level)
13.	2013	CCTV Camera in the class rooms
14.	2013	Computer lab for the students
15.	2014	Excellence for debate won two trophies
16.	2015	Library automation

ANNEXURES

Annexure (1a) State Minority Certificate

संख्या- 2415/सत्तर-6-2002-3/21/93

प्रेम, संदीप,

संतोष आर्य, संदीप, उत्तर प्रदेश शासन ।

सेवा में,

निदेशक, उच्च शिक्षा, उत्तर प्रदेश, झांझाबाद ।

उच्च शिक्षा अनुभाग-6

तल्लक: दिनांक: 29 अगस्त, 2002

विषय:- आराधनीय महाविद्यालयों को अल्पसंख्यक संस्था घोषित किये जाने के सम्बन्ध में ।

महोदय,

उपरोक्त विषय की ओर आपका ध्यान आकृष्ट करते हुए मुझे यह बताने का निर्देश हुआ है कि प्रदेश के आराधनीय महाविद्यालयों के अल्पसंख्यक संस्था घोषित किये जाने के सम्बन्ध में शासनादेश संख्या-295/15-19-95-3/21/93, दिनांक: 4 मार्च, 1995 के प्रावधानों के अनुसार मुख्य सचिव, उच्च शिक्षा विभाग, उत्तर प्रदेश शासन की अध्यक्षता में कोटी गठित की गयी थी। उक्त कोटी की बैठक दिनांक: 13 जून, 1999 को सम्पन्न हुयी जिसमें प्रस्तुत किये गये प्रस्तावों पर विचारोपरान्त सेंट जोसेफ नर्स डिग्री कॉलेज मेरठ को अल्पसंख्यक संस्था घोषित करने की संसृति समिति द्वारा की गयी थी। श्री राज्यपाल महोदय समिति की उक्त संसृतियों को स्वीकार करते हुए सेंट जोसेफ नर्स डिग्री कॉलेज मेरठ को माहान्वयन न्यायालय की कृपणीत के समक्ष विचाराधीन याचिका संख्या-टी0समा0सपाई0 फाउन्डेशन नाम कर्नाटक राज्य [1993] 4 सहायक0सी0 286 में होने वाले अन्तिम निर्णय के अन्तर्गत अल्पसंख्यक संस्था घोषित किये जाने की सर्व स्वीकृति प्रदान करते हैं।

Sanjay
Principal

St. Joseph's Girls Degree College
Sardhana (Meerut)

Secretary

St. Joseph's Girls Degree College
SARDHANA (Meerut)

सदीय,

संतोष आर्य ।
मुख्य सचिव

संख्या-2415/सत्तर-6-2002, तल्लक: दिनांक:

प्रतिनिधि निम्नलिखित को सुनार्य एवं आकायक कार्यवाही हेतु प्रेषित:-

सेंट जोसेफ नर्स डिग्री कॉलेज मेरठ ।

मुख्य अल्प संख्यक आयोग, 704, कानून भवन, मेरठ ।

मुख्य, उत्तर प्रदेश शासन, अल्प संख्यक संस्था विभाग ।

श्री संतोष आर्य, और विधि परामर्श, उत्तर प्रदेश शासन ।

Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

अज्ञात है,
संतोष आर्य ।
मुख्य सचिव

National Minority Certificate (1b)



भारत सरकार

राष्ट्रीय अल्पसंख्यक शैक्षणिक संस्था आयोग

GOVERNMENT OF INDIA

NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS

प्रथम तल, जीवन तारा भवन, ५, संसद मार्ग

पटेल चौक, नई दिल्ली - ११०००१

1st Floor, Jeevan Tara Building, 5, Sansad Marg

Patel Chowk, New Delhi - 110001

www.ncmei.gov.in

C E R T I F I C A T E

Dated.....

THIS IS TO CERTIFY THAT BY THE ORDER DATED 2ND DAY OF FEBRUARY 2012 PASSED BY THE NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS, NEW DELHI IN CASE NO. 70 OF 2011 (ST. JOSEPH'S GIRLS DEGREE COLLEGE, SARDHANA, MEERUT, UTTAR PRADESH, AND ORS. VS. DEPUTY DIRECTOR, MINORITIES WELFARE DEPARTMENT, GOVERNMENT OF UTTAR PRADESH), THE FOLLOWING COLLEGES RUN BY PROVINCIAL SOCIETY DELHI HAVE BEEN DECLARED AS MINORITY EDUCATIONAL INSTITUTIONS COVERED UNDER SECTION 2 (g) OF THE NATIONAL COMMISSION FOR MINORITY EDUCATIONAL INSTITUTIONS ACT, 2004.

Sl. No.	File No.	Name of the Colleges
1.	F. No. 70 of 2011	St. Joseph's Girls Degree College, Sardhana, Meerut, Uttar Pradesh.
2.	F. No. 73 of 2011	St. Joseph's Girls Inter College, Sardhana, Meerut, Uttar Pradesh.

GIVEN UNDER MY HAND AND THE SEAL OF THE COMMISSION ON THIS 2ND DAY OF FEBRUARY 2012.



(RAJ SINGH)
SECRETARY

राष्ट्रीय अल्पसंख्यक शैक्षणिक संस्था आयोग
NATIONAL COMMISSION FOR
MINORITY EDUCATIONAL INSTITUTIONS
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

Latest letter of Affiliation from University (2a)

चौधरी चरण सिंह विश्वविद्यालय, मेरठ
CH. CHARAN SINGH UNIVERSITY, MEERUT



Ref. No. Affil/ 3223
Dated : 18.1.2016

To WHOM IT MAY CONCERN

This is to certify that St. Joseph's Girls Degree College, Sardhana, Meerut (U.P.) is affiliated to the Ch. Charan Singh University, Meerut since 1984 and recognized by the University Grants Commission and the following courses/ subjects are taught in said college as per approval.

Sl.No.	Courses	Affiliation
1-	B.A. (Hindi, English, Political Science, History, Home Science, Sanskrit)	Permanent
2-	B.A. Economics, Sociology, & Drawing & Painting) (S.F.)	Permanent
3-	B.Ed (S.F.)	Permanent

40.5
Deep Chandra
Registrar
P.C.S.
Registrar
Ch. Charan Singh University, Meerut

Affiliation letter from State Annexure (2b)

No. 6157 IG.S. (11-58/1980A)
Lucknow Dated, Oct. 23, 1984.

FROM Sri. VILAL KRISHNA SAXENA
SECRETARY TO THE GOVERNOR/CHANCELLOR,
UTTAR PRADESH.

TO
The Registrar,
Bharat University,
Kanpur.

Sir,

In partial modification of this office letter No.E-4971/83, dated September 4, 1984, conveying Chancellor's sanction for extending the period of provisional affiliation granted to St. Joseph's Girls Degree College, Sardhana, Meerut, for the B.A. in Sanskrit, Hindi, English, History, Political Science and Home Science, I am directed to say that the Chancellor has now been pleased to grant permanent affiliation to the College for the B.A. in aforesaid subjects with effect from July 1, 1984.

Yours faithfully,
D.P. Mathur
(D.P. Mathur)
Under Secretary
for Secretary to Chancellor

afame


Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

Annexure (2b)

Permanent Affiliation letter

 **मेरठ विश्वविद्यालय**
MEERUT UNIVERSITY

Phone : P. B. X. 75021 to 24

Ext. No.....

Ref. No. ए०एफ० 64(11)/1169

Date. 14/12/84

उपवि/प्राचार्या,
सेंट जोसेफ गैल्स डिग्री कॉलेज,
सार्धना (मेरठ)।

विषय:- स्नातक स्तर पर संस्कृत, हिन्दी, अंग्रेजी, इतिहास, राजनीति विज्ञान तथा गृह विज्ञान (6 विषय) विषयों के ~~सम्बन्ध~~ सम्बद्धता।

महोदय/महोदया,

उपर्युक्त विषयों के सम्बन्ध में मुझे आपको यह सूचित करने का निर्देश हुआ है कि मेरठ विश्वविद्यालय कार्यकारिणी परिषद् ने अपनी बैठक दिनांक 30/11/84 मद संख्या 14 के अन्तर्गत आपके महाविद्यालय की स्नातक स्तर पर संस्कृत, हिन्दी, अंग्रेजी, इतिहास, राजनीति विज्ञान तथा गृह विज्ञान विषयों में (6 विषय) स्थायी सम्बद्धता प्रदान कर दिया है। ^{संज्ञा} ~~उक्त~~ सम्बद्धता 1-7-1984 से प्रदान किया गया है।

भवदीय,

(^{संज्ञा} आर०पी० ससौना),
उपकुलसचिव (सम्बद्धता),
कुलसचिव।

Affiliation for 3 subjects in B.A.

Annexure (2c)

संख्या-2471/सत्तर-2-2009-2(750)/2008

प्रेषक,
इन्द्रदेव पटेल,
अनु सचिव,
उत्तर प्रदेश शासन।
सेवा में,
कुलसचिव,
चौ० चरण सिंह विश्वविद्यालय,
मेरठ।

उच्च शिक्षा अनुभाग-2

लखनऊ: दिनांक: 16 सितम्बर, 2009

विषय:- महाविद्यालय संचालन हेतु सम्बद्धता की स्वीकृति।

महोदय,

उपर्युक्त विषयक आपके पत्रांक:सम्बद्धता/2780, दिनांक 05-11-2008 एवं पत्रांक:सम्बद्धता/3912, दिनांक 03-03-2009 के संदर्भ में मुझे यह कहने का निदेश हुआ है कि राज्य सरकार ने उत्तर प्रदेश राज्य विश्वविद्यालय अधिनियम, 1973 (यथासंशोधित उत्तर प्रदेश राज्य विश्वविद्यालय संशोधन अधिनियम, 2007) की धारा-37(2) के परन्तुक के अधीन सन्त जोसफ्स गर्ल्स डिग्री कालेज, सरधना (मेरठ) को बी०ए० (समाजशास्त्र, अर्थशास्त्र एवं चित्रकला) विषयों में स्ववित्त पोषित योजना के अन्तर्गत निम्नलिखित शर्तों के अधीन सत्र 2008-09 से सम्बद्धता की पूर्वानुमति प्रदान कर दी है:-

- (1) संस्था शासनादेश संख्या-2851/सत्तर-2-2003-16(92)/2002, दिनांक 02 जुलाई, 2003 में उल्लिखित दिशा-निर्देशों एवं इस विषय में समय-समय पर निर्गत शासनादेशों का पालन करेगी।
- (2) यदि संस्था द्वारा विश्वविद्यालय की परिनियमावली/अध्यादेश में वर्णित तथा शासन एवं विश्वविद्यालय द्वारा निर्धारित शर्तों एवं मानकों की पूर्णता तथा उनकी निरन्तरता को सुनिश्चित नहीं किया जायेगा तो उत्तर प्रदेश राज्य विश्वविद्यालय अधिनियम, 1973 के प्राविधानों के अन्तर्गत संस्था को प्रदान की गयी सम्बद्धता वापस लिये जाने की कार्यवाही नियमानुसार की जायेगी।

भवदीय,

Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

(इन्द्रदेव पटेल)
अनु सचिव।

संख्या-2471(1)/सत्तर-2-2009-तद्दिनांक

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित:-

- (1) निदेशक, उच्च शिक्षा, उत्तर प्रदेश, इलाहाबाद।
- (2) क्षेत्रीय उच्च शिक्षा अधिकारी, मेरठ।
- (3) सचिव/प्रबन्धक, सन्त जोसफ्स गर्ल्स डिग्री कालेज, सरधना (मेरठ)।
- (4) निजी सचिव, मा० उच्च शिक्षा मंत्री।
- (5) गार्ड फाइल।

आज्ञा से,

(इन्द्रदेव पटेल)
अनु सचिव।

Principal
St. Joseph's Girls Degree Coll
Sardhana (Meerut)

Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

Certificate of 2f and 12 B (Annexure 3)

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110002

NO. F.8-90/89(CPP-I)

July, 1990

To

21 AUG 1990

The Principal
St. Joseph's Girls Degree College
SARDHANA (MEERUT) U.P.

Sub: List of Colleges prepared under Section 2(f) of the
UGC Act, 1956—Inclusion of new Colleges

Sir,

I am directed to refer to your letter dated the 21st Juny, 1990 on the above subject and to say that the name of the following College has been included in the above list under Non-Government Colleges teaching upto Bachelor's Degree :

Name of the College	Year of Estt.	Remarks
St. Joseph's Girls Degree College Sardhana (Meerut) (Permanent affiliation) Sr. Magdalan	1981	The College is eligible to receive central assistance in terms of the rules framed under Section 12(B) of the UGC Act, 1956.

The Indemnity Bond and other documents in respect of the above College have been accepted by the Commission.

Yours faithfully,

Vincent
Secretary
St. Joseph's Girls Degree College
SARDHANA (Meerut)

(Bhusan Lal)
UNDER SECRETARY

Copy forwarded to :

- 1) The Registrar, Meerut University, Meerut.
- 2) The Secretary, Government of India, Ministry of Human Resource Development (Department of Education) T-14 Section, New Delhi.
- 3) All Officers/Sections in UGC.
- 4) Accounts 'G' Section.
- 5) Guard file.

Jaokar
Principal


St. Joseph's Girls Degree College
Sardhana (Meerut)

Sushil Hira
(SUSHIL HIRA)
SECTION OFFICER

2nd copy attested

(Annexure 4)

NCTE ceritificate for B.Ed

राष्ट्रीय अध्यापक शिक्षा परिषद् (भारत सरकार का एक विधिक संस्थान) उत्तर क्षेत्रीय समिति	 NCTE गुरुगुरुतमो धाम	NATIONAL COUNCIL FOR TEACHER EDUCATION (A STATUTORY BODY OF THE GOVERNMENT OF INDIA) Northern Regional Committee
--	---	--

F. NRC/NCTE/F-3/UP-654/2005/ 5231
Code No. APN00313

By Regd. Post/Speed Post .
06 JUL 2005

ORDER

St. Joseph's Girls Degree College, Sardhana, Meerut-250342, Uttar Pradesh submitted an application to the Northern Regional Committee of National Council for Teacher Education for grant of recognition for B.Ed. course of one Year duration in terms of section 14(1) of NCTE Act, 1993.

2. Now, therefore, in exercise of the powers vested under Section 14(3)(a) of the NCTE Act, 1993, the Regional Committee hereby grant recognition to St. Joseph's Girls Degree College, Sardhana, Meerut-250342, Uttar Pradesh for an annual intake of 100 seats (One Hundred only) in B.Ed. course of One year duration with effect from 28th June 2005 subject to compliance of the following conditions before the commencement of the academic session.

- Appointment of the faculty members duly qualified and staff as per the norms of NCTE/ State Govt./UGC is to be completed before the commencement of the session.
- The countersigned statement of all faculty members from the Registrar of the concerned University should be submitted before the commencement of the academic session.
- The institution shall adhere to all the other regulations and guidelines as framed by NCTE from time to time.
- The institution shall within one month of the receipt of Recognition order, convert the Endowment Fund account into a Joint Account in the form of FDR for a period of not less than 60 months (Five years) in a Nationalized Bank only to be operated along with an official of the Regional Committee.
- That the Reserve Fund for an amount equal to three months salary of the Teachers & Staff be created within one month from the date of issue of this order and maintained in the form of FDR in favour of the management/institution, for a period of not less than sixty months (Five years) in a Nationalized Bank.
- Non-compliance of the above mentioned conditions shall cause action under section 17 (1) of NCTE Act, 1993.

3. The Recognition is subject to the condition that the affiliating University shall ensure that, among other things, the institution has appointed required number of faculty members (including Principal / Head of Department), as per the norms of the NCTE / UGC / Affiliating University.

4. Further, the recognition is subject to fulfillment of all such other requirements as may be prescribed by other regulatory bodies like UGC and State Government, etc.

Contd.2...

Office : A-46, Shanti Path, Tilak Nagar, Jaipur-302004 (Rajasthan)
Jurisdiction : U.P., Uttarakhand, Himachal Pradesh, Punjab, Chandigarh, H.P., Rajasthan
E-mail : ncte@raj.nic.in Website : http://www.ncte-in.org

राजस्थान : अ-46, शान्ति पथ, तिलक नगर, जयपुर-302004 (राजस्थान)
अधिकार क्षेत्र : उत्तर प्रदेश, उत्तरांचल प्रदेश, हिमाचल प्रदेश, राजस्थान
फोन नं. : 0141-2623501 (O) Telefax No. 0141-2620116 (RD)

Audited reports – 2011-2012 (B.A) (Annexure 5)

CONVENT OF JESUS AND MARY, SARDHANA ST. JOSEPH GIRLS DEGREE COLLEGE INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2012					
PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
5,680,736	Salary ;Teaching&other Staff	5,584,236.00	2,626	Admission	4,365.00
(5,680,736)	Less: Met from grant-in-aid	(5,584,236.00)	24,720	Library & reading room	25,835.00
410,422	Salary-Met from Non-Government sources	216,150.00	10,300	Magazine	24,200.00
49,745	Repair and maintenance	66,473.00	10,300	Medicine	7,260.00
26,058	Library Exps.	23,699.00	405,696	College development	435,300.00
21,500	Home science expenses	67,768.00	1,545	Identity card	1,815.00
150,535	University Exams expenses	144,005.00	42,680	Home science	38,400.00
16,000	Games expenses	19,820.00	41,450	Games	30,250.00
-	Scholarship	75,000.00	18,540	Development fund	21,780.00
23,186	Travelling & conveyance	7,875.00	2,575	Poor student welfare	3,025.00
30,664	Printing & stationery	18,740.00	39,340	University Exams -11	139,705.00
690	Development expenses	52,500.00	6,925	Student's welfare & Security	8,275.00
5,400	Telephone	-	2,575	Home exams fees	3,025.00
-	College magazine	20,000.00	4,270	Electricity & water	10,890.00
11,591	Farewell & parties expense	19,869.00	2,460	Registration fees	3,180.00
108,207	Depreciation	188,737.99	475,411	Self Finance Fees	895,930.00
(108,207)	Less: met from capital fund	(188,737.99)	-	Provincial Scholarship	50,000.00
32,106	Electricity & Fuel	43,296.00	25,000	Dearness Allowance Fees	26,640.00
1,300	Others	3,383.42	20,664	Others	-
890,000	GPF loan grant received	40,000.00		Interest Received	1,729,875.00
(890,000)	Less :GPF loan repaid	-	21,265	On Saving Bank	127,939.86
3,640	Bank Charges	10,000.00	91,727	On Fixed Deposit	26,969.90
208,810	Self Finance Expenditure (Salaries)	395,500.00			154,909.76
16,545	Audit Fees	93,833.30	1,000	Contribution from Sister	-
-	Legal Fees	48,300.00			
-	Fee Transfers to Dearness Allowance	26,640.00			
-	Fee Transfers to different fee heads	165,360.00			
807,930	Income Tax Grant	(698,247.00)			
(807,930)	Less: Income tax paid	698,247.00			
1,008,192	Total C.O	1,558,211.72	1,251,069	Total C.O	1,884,784.76



PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
1,000,192	Total B.F	1,558,211.72	1,251,069	Total B.F	1,884,784.76
25,841	Transferred to Capital Fund	-			
217,036	Excess of Income over Expenditure for the year	326,573.04			
1,251,069	Total	1,884,784.76	1,251,069	Total	1,884,784.76

ANNEXURE TO OUR REPORT OF DATE
FOR V.SANKAR AIYAR & CO.
CHARTRED ACCOUNTANTS
ICAI FRN 109208W



PLACE: NEW DELHI
DATE: 29.09.2012

(Signature)
(M.S.BALACHANDRAN)
PARTNER (M.NO. 24282)



(Signature)
(Signature)
MEMBERS OF GOVERNING BODY

Audited Reports -2011-2012 (B.Ed)

CONVENT OF JESUS AND MARY, SARDHANA - B. ED. COLLEGE INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH -2012					
PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
1,363,520	Salary - Teaching	1,697,610.00		Fees:	
181,300	Salary - Non Teaching	527,000.00	4,604,559	Tuition Fee	3,954,907.00
7,260	Travelling & Conveyance	40,711.00	275,000	Examination Fee	557,850.00
-	Bank Charges	2,551.00	45,000	Uniform Fee	51,250.00
188,752	Repair & Maintenance	1,064,728.00	180,000	Scout & Guide Fee	223,000.00
8,755	Functions (Festivals & Parties)	20,613.00	-	Festival & Parties Fee	-
1,801	Postage & Telephone	180.00	255,000	Library Fee	-
22,381	Electricity/water/Fuel	45,653.00	249,000	Sports Fee	46,250.00
31,500	Uniform Expenses	8,550.00	500,000	Tour & Picnic Fee	25,000.00
95,702	Stationery & Printing	71,569.00	1,127,000	Maintenance Fee	2,246,500.00
					7,104,757.00
570	Garden & Farming	10,265.00	(197,960)	Less : Fee refunded	1,060,359.00
366,844	Exam Expenses	16,510.00			6,044,398.00
24,649	Audit Fees /Taxes	31,639.00		Interest	
-	Legal Fees	43,000.00	29,372	Saving Accounts	69,964.00
-	Misc Expenses	30,000.00			
7,503	Games & Prizes	-	66,242	Fixed Deposits	360,121.00
1,165	Scout & Guide Expenditure	26,390.00			430,085.00
-	Computer Expenses	20,675.00			
3,150	Panel & Practical	-	(4,694,493)	Excess of Income Over Expenditure	3,364,527.00
2,000	Education Uplift	-			
4,810	Staff Welfare	12,155.00			
-	Advertisement Expenses	2,100.00			
-	Transfer to UGC Building Fund (Deg College)	5,600,000.00			
3,356	Cleaning Material	4,441.00			
56,608	Depreciation	195,663.31			
(56,608)	Less: Transfer to capital fund	(195,663.31)			
123,702	Transfer to Capital Fund	542,670.00			
2,438,720	Total	9,839,010.00	2,438,720	Total	9,839,010.00

ANNEXURE TO OUR REPORT OF DATE
FOR V.SANKAR AIYAR & CO.
CHARTRED ACCOUNTANTS
ICAI FRN 109208W



[Signature]

(M.S.BALACHANDRAN)
PARTNER (M.NO. 24282)



[Signature]
MEMBERS OF GOVERNING BODY

PLACE: NEW DELHI
DATE: 29.09.2012

Audited Reports – 2012-2013

CONVENT OF JESUS AND MARY, SARDHANA
ST. JOSEPH GIRLS DEGREE COLLEGE

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2013

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31.12.2019					
PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
5,584,236	Salary ;Teaching&other Staff	5,765,946.00	4,365	Admission	2,400.00
(5,584,236)	Less; Met from grant-in-aid	(5,765,946.00)	25,835	Library & reading room	28,080.00
216,150	Salary-Met from Non-Government sources	174,000.00	24,200	Magzine	11,700.00
66,473	Repair and maintenance	39,877.00	7,260	Medicine	7,020.00
23,699	Library Exps.	29,828.00	435,300	College development	939,955.00
67,768	Home science expenses	36,186.00	1,815	Identity card	1,755.00
144,005	University Exams expenses	161,000.00	38,400	Home science	35,520.00
19,820	Games expenses	3,180.00	30,250	Games	29,250.00
75,000	Provincial Scholarship	45,000.00	21,780	Development fund	21,060.00
7,875	Travelling & conveyance	18,363.00	3,025	Poor student welfare	2,925.00
18,740	Printing & stationery	37,358.00	139,705	University Exams-Grant from University	361,500.00
52,500	Development expenses	7,500.00	8,275	Student's welfare & Security	8,800.00
-	Telephone	500.00	3,025	Home exams fees	2,925.00
20,000	College magazine	50,000.00	10,890	Electricity & water	10,530.00
19,869	Farewell & parties expense	41,116.00	3,180	Registration fees	4,000.00
	Depreciation	2,606,853.40	895,930	Self Finance Fees	853,471.00
-	Less: met from capital fund	(2,606,853.40)	50,000	Provincial Scholarship	40,000.00
43,296	Electricity & Fuel	21,984.00	26,640	Dearness Allowance Fees	57,366.00
3,383	Others	9,585.50			2,418,257.00
	GPF loan grant received	80,000.00		<u>Interest Income</u>	
40,000	Less :GPF loan repaid	(120,000.00)	127,940	On Saving Bank	41,052.78
10,000	Bank Charges	4,537.30	26,970	On Fixed Deposit	86,733.54
395,500	Self Finance Expenditure (Salaries)	622,068.00			127,786.32
93,833	Audit Fees	20,325.00			
48,300	Legal Fees	9,404.00			
26,640	Fee Transfers to Dearness Allowance	106,533.00			
165,360	Fee Transfers to different fee heads	272,026.00			
(698,247)	Income Tax Grant	686,490.00			
698,247	Less: Income tax paid	(686,490.00)			
1 558,212	Total C.O	1,670,370.80	1,884,785	Total C.O	2,546,043.32



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PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
1,558,212	Total B.F.	1,670,370.80	1,884,785	Total B.F.	2,546,043.32
-	Transferred to Capital Fund	28,586.00			
326,573	Excess of Income over Expenditure for the year	847,086.52			
1,884,785	Total	2,546,043.32	1,884,785	Total	2,546,043.32

ANNEXURE TO OUR REPORT OF DATE
FOR V.SANKAR AIYAR & CO.
CHARTERED ACCOUNTANTS
ICAI FRN 109208W



[Signature]

(M.S.BALACHANDRAN)
PARTNER (M.NO. 24282)

PLACE: NEW DELHI
DATE: 29-09-2013

MEMBERS OF GOVERNING BODY

[Signature]

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[Signature]
Sardhana

Audited Reports – 2012-2013

CONVENT OF JESUS AND MARY, SARDHANA - B. ED. COLLEGE INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH -2013

PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
1,697,610	Salary - Teaching	1,968,000.00	3,954,907	Fees:	
527,000	Salary - Non Teaching	875,000.00		Tuition Fee	4,729,824.00
40,711	Travelling & Conveyance	41,682.00	557,850	Examination Fee	70,000.00
2,551	Bank Charges	3,495.00	51,250	Uniform Fee	50,800.00
1,084,728	Repair & Maintenance	353,789.00	223,000	Scout & Guide Fee	84,000.00
20,613	Functions (Festivals & Parties)	31,904.00	2,246,500	Maintenance Fee	898,250.00
180	Postage & Telephone	3,812.00	-	Library Fee	56,300.00
45,653	Electricity/water/Fuel	73,847.00	46,250	Sports Fee	-
8,550	Uniform Expenses	93,330.00	25,000	Tour & Picnic Fee	-
71,569	Stationery & Printing	80,415.00	(1,060,359)	Less : Fee refunded	(390,000.00)
10,265	Garden & Farming	15,412.00			5,499,174.00
16,510	Exam Expenses	110,000.00		Interest	
31,639	Audit Fees /Taxes	22,276.00	69,964	Saving Accounts	7,448.00
43,000	Legal Fees	25,000.00			
30,000	Misc Expenses	10,814.00	360,121	Fixed Deposits	95,666.00
-	Games & Prizes	4,000.00			103,114.00
26,390	Scout & Guide Expenditure	-			
20,675	Computer Expenses	-			
12,155	Staff Welfare	7,648.00			
2,100	Advertisement Expenses	10,246.00			
5,600,000	Transfer to UGC Building Fund (Deg College)	9,500,000.00			
4,441	Cleaning Material	1,840.00			
195,663	Depreciation	250,021.77			
(195,663)	Less: Transfer to capital fund	(250,021.77)			
542,670	Transfer to Capital Fund	581,205.00			
(3,364,527.00)	Excess of Income over Expenditure	1,038,573.00			
6,474,483	Total	14,852,288.00	6,474,483	Total	14,852,288.00

ANNEXURE TO OUR REPORT OF DATE
FOR V.SANKAR AIYAR & CO.
CHARTERED ACCOUNTANTS
ICAI FRN 109208W



PLACE: NEW DELHI
DATE: 29-09-2013

(M.S.BALACHANDRAN)
PARTNER (M.NO. 24282)

MEMBERS OF GOVERNING BODY


[Handwritten signatures and initials]

Audited Reports-2013-14

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2014					
PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
57,65,946	Salary ;Teaching&other Staff	1,20,66,580.00	2,400	Admission	625.00
(57,65,946)	Less; Met from grant-in-aid	1,20,66,580.00	28,080	Library & reading room	26,206.00
1,74,000	Salary-Met from Non-Government sources	2,35,473.00	11,700	Magazine	37,020.00
39,877	Repair and maintenance	99,188.00	7,020	Medicine	7,404.00
29,828	Library Exps.	5,575.00	9,39,955	College development	7,98,420.00
36,186	Home science expenses	50,000.00	1,755	Identity card	1,851.00
1,61,000	University Exams expenses	2,15,900.00	35,520	Home science	31,920.00
3,180	Games expenses	26,500.00	29,250	Games	61,700.00
45,000	Provincial Scholarship	20,000.00	21,060	Development fund	29,220.00
18,363.00	Travelling & conveyance	-	2,925	Poor student welfare	3,085.00
-	Advertisement Expense	33,000.00	3,61,500	University Exams-Grant from University	1,83,900.00
37,358.00	Printing & stationery	34,486.00	8,800	Student's welfare & Security	3,085.00
7,500.00	Development expenses	80,421.00	2,925	Home exams fees	3,085.00
500.00	Telephone	15,284.00	10,530	Electricity & water	11,106.00
50,000.00	College magazine	24,000.00	4,000	Registration fees	1,025.00
41,116.00	Farewell & parties expense	53,705.00	8,53,471	Self Finance Fees	13,03,050.00
21,984.00	Electricity, water & Fuel	61,716.00	40,000	Provincial Scholarship	20,000.00
-	Student Welfare Expense	5,000.00	57,366	Dearness Allowance Fees	33,050.00
9,585.50	Others	6,500.00			25,55,752.00
(40,000.00)	G.P.F. loan repaid	-			
4,537.30	Bank Charges	1,439.00			
6,22,068.00	Self Finance Expenditure (Salaries)	5,87,860.00			
1,06,533.00	Fee Transfers to Dearness Allowance	-			
2,72,026	Education uplift	1,36,397.00			
20,325.00	Audit Fees	20,225.00			
-	Government Audit Fees	40,000.00			
9,404	Legal Fees	30,408.00			
6,86,490	Income Tax grant	28,26,398.00			
(6,86,490)	Less : Income Tax Deposit	(28,26,398.00)			
26,06,853	Depreciation	23,47,667.65			
(26,06,853)	Less: met from capital fund	(23,47,667.65)			
16,70,371	Total C.O	17,83,077.00	25,46,043	Total C.O	27,90,540.01

		AMOUNT RS.	PER. YEAR	INCOME	AMOUNT RS.
16,70,371	Total B.F	17,83,077.00	25,46,043	Total B.F	27,90,540.01
28,586.00	Transferred to Capital Fund	20,208.00			
8,47,087	Excess of Income over Expenditure for the year	9,87,255.01			
25,46,043	Total	27,90,540.01	25,46,043	Total	27,90,540.01

ANNEXURE TO OUR REPORT OF DATE
FOR V.SANKAR AIYAR & CO.
CHARTRED ACCOUNTANTS
ICAI FRN 109208W


(M.S.BALACHANDRAN)
PARTNER (M.NO. 24282)

PLACE: NEW DELHI
DATE: 29-09-2014

MEMBERS OF GOVERNING BODY

Audited Reports 2013-2014

CONVENT OF JESUS AND MARY, SARDHANA - B. ED. COLLEGE
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH -2014

PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
19,68,000	Salary - Teaching	18,48,000.00	47,29,824	Fees:	
8,75,000	Salary - Non Teaching	8,48,760.00		Tuition Fee	34,25,950.00
41,682	Travelling & Conveyance	6,920.00	70,000	Examination Fee	92,500.00
3,495	Bank Charges	7,813.00	50,800	Uniform Fee	18,400.00
3,53,789	Repair & Maintenance	9,76,965.00	84,000	Scout & Guide Fee	51,250.00
31,904	Functions (Festivals & Parties)	25,134.00	8,98,250	Maintenance Fee	1,81,200.00
3,812	Postage & Telephone	1,096.00	56,300	Library Fee	40,000.00
73,847	Electricity/water/Fuel	36,760.00	-	Sports Fee	16,000.00
93,330	Uniform Expenses	-	-	Tour & Picnic Fee	15,000.00
80,415	Stationery & Printing	71,330.00	(3,90,000)	Less : Fee refunded	-
15,412	Garden & Farming	-			38,40,300.00
1,10,000	Exam Expenses	1,40,479.00		Interest	
22,276	Audit Fees /Taxes	24,719.00	7,448	Saving Accounts	86,427.00
25,000	Legal Fees	-			
10,814	Misc Expenses	16,518.00	95,666	Fixed Deposits	1,52,733.00
4,000	Games & Prizes	-			2,39,160.00
-	Scout & Guide Expenditure	-	15,00,000	CJM Mussurie	-
-	Computer Expenses	-	15,00,000	CJM Dehradun	-
7,648	Staff Welfare	6,856.00	10,00,000	CJM Agra	-
10,246	Advertisement Expenses	27,090.00	15,00,000	CJM New Delhi	8,30,000.00
95,00,000	B. Ed. College Expenses	20,75,111.00		Contribution Received (Inter Unit)	
1,840	Cleaning Material	-	10,00,000	Provincial Society, New Delhi	-
2,50,022	Depreciation	1,90,792.50	27,50,000	CJM Society Sardhana	-
(2,50,022)	Less: Transfer to capital fund	(1,90,792.50)			
5,81,205	Transfer to Capital Fund	27,020.00			
10,38,573.00	Excess of Income over Expenditure	(12,31,111.00)			
1,48,52,288	Total	49,09,460.00	1,48,52,288	Total	49,09,460.00

ANNEXURE TO OUR REPORT OF DATE
FOR V.SANKAR AIYAR & CO.
CHARTRED ACCOUNTANTS
ICAI FRN 109208W

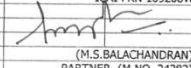
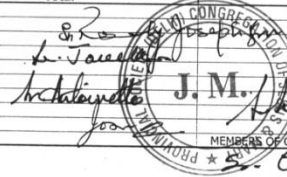


(M.S.BALACHANDRAN)
PARTNER (M.NO. 24282)

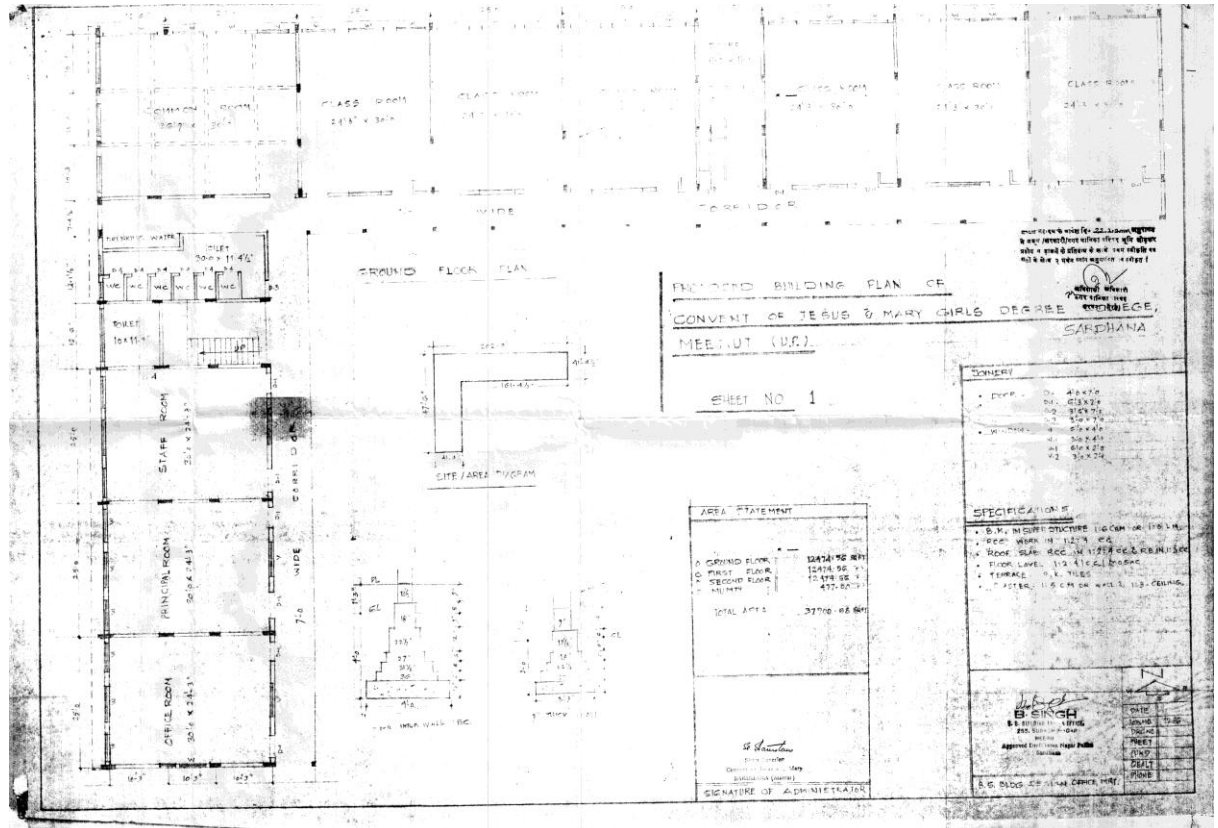
PLACE: NEW DELHI
DATE: 29-09-2014

MEMBERS OF GOVERNING BODY

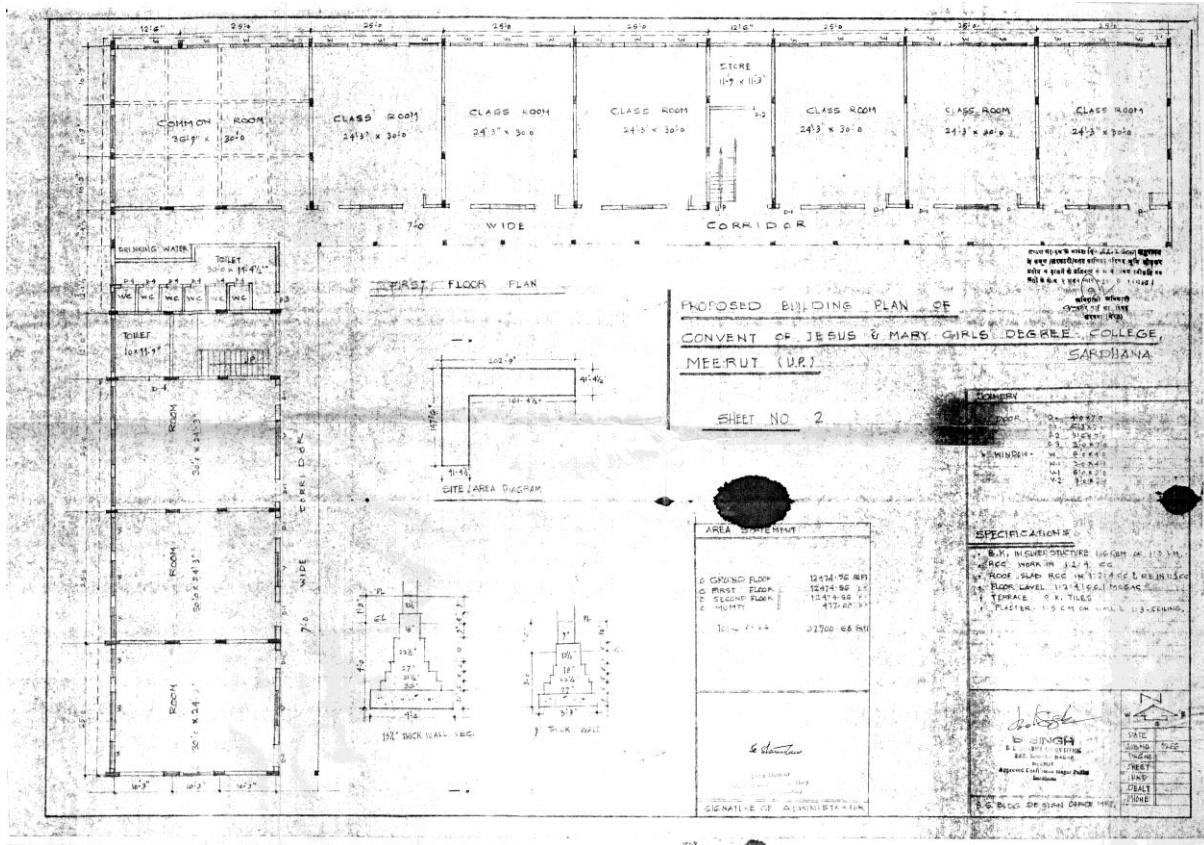
2014-2015

CONVENT OF JESUS AND MARY, SARDHANA B.E.D. COLLEGE, SARDHANA INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2015					
PR. YEAR	EXPENDITURE	AMOUNT RS.	PR. YEAR	INCOME	AMOUNT RS.
1,040,000	Salary - Teaching	1,521,000.00		Less:	
840,760	Salary - Non Teaching	761,140.00	3,425,950	Tuition Fees	2,741,636.00
6,920	Travelling & Conveyance	2,000.00	92,500	Examination Fees	14,480.00
7,813	Bank Charges	654.00	18,400	Uniform Fees	12,800.00
976,965	Repair & Maintenance	11,768.00	51,250	Scout & Guide Fees	-
25,134	Functions (Festivals & Parties)	5,366.00	181,200	Maintenance Fees	-
1,096	Postage & Telephone	304.00	40,000	Library Fees	-
36,760	Electricity/water/Fuel	25,641.00	16,000	Sports Fees	-
-	Uniform Expenses	-	15,000	Tour & Picnic Fees	-
71,330	Stationery & Printing	35,562.00	-	Less- Refund of fees	2,768,916.00
-	Garden & Farming	-	-		2,768,916.00
140,479	Exam Expenses	114,480.00		Interest	
24,719	Audit Fees /Taxes	28,090.00	86,427	Saving Accounts	24,872.00
-	Legal & professional Fees	9,551.00	152,733	Fixed Deposits	580,827.00
16,518	Misc. expenses	-	-	Contribution Received (Inter unit)	
-	Games & Prizes	-	-	CJM Musorie	
-	Scout & Guide Expenditure	-	-	CJM Dehradun	
-	Computer Expenses	-	-	CJM Agra	
6,856	Staff Welfare	5,160.00	830,000	CJM New Delhi	
27,090	Advertisement expenses	-	-	Contribution Received (Inter Unit)	
2,075,111	B.Ed College	-	-	Provincial society, New Delhi	
-	Cleaning Material	640.00	-	CJM Society Sardhana	
-	UGC Grant Expenses	100,000.00	-		
-	Depreciation	144,919.00	-		
-	Less: Transfer to capital fund	(144,919.00)	339,216.00		
27,020	Transfer to Capital Fund	-			
(1,231,111)	Excess of Income Over Expenditure	751,259.00			
4,909,460	Total	3,374,615.00	4,909,460	Total	3,374,615.00
ANNEXURE TO OUR REPORT OF DATE FOR V.SANKAR AIYAR & CO. CHARTERED ACCOUNTANTS ICAI FRN 109208W					
PLACE: NEW DELHI DATED:		 (M.S.BALACHANDRAN) PARTNER (M.NO. 24282)	 J.M. Joseph MEMBERS OF GOVERNING BODY St. Charles		

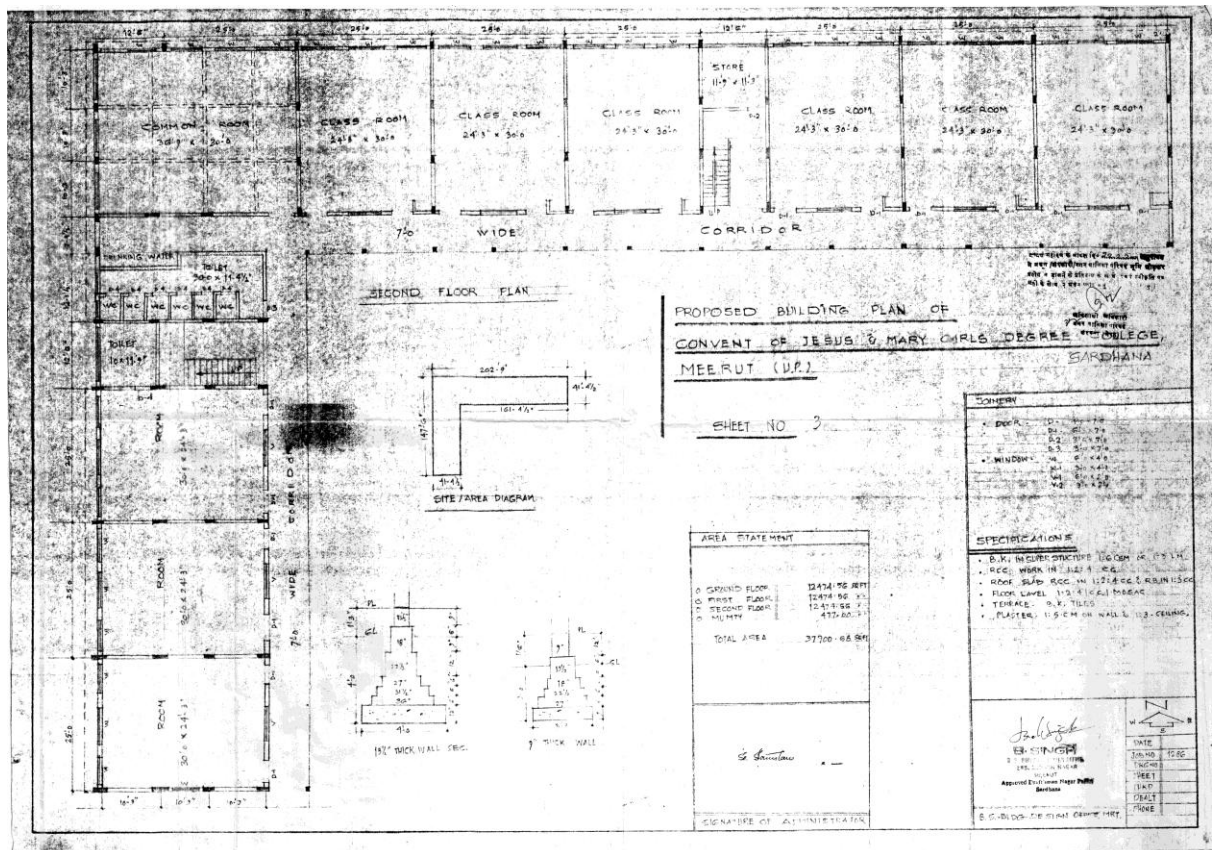
Building Map Ground floor (Annexure 6)



First floor



Second floor



St. Joseph's Girls Degree college
Sardhana, Meerut - 250342
01237-237490

Declaration by the Head of the Institution

I certify that the data in this Self Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the Institution after internal discussions, and no part of it has been out of college source.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.



Sr. Dr. Christina Louis
Principal
Sardhana, Meerut
31. 12.2015

Principal
St. Joseph's Girls Degree College
Sardhana (Meerut)