

Sadanlal Sanwaldas Khanna Girls Degree College Allahabad



(A Constituent College of the University of Allahabad)

The Annual Quality Assurance Report (AQAR) of the IQAC for the Year 2014-15

Part – A

I. Details of the Institution

1.1 Name of the Institution	Sadanlal Sanwaldas Khanna Girls' Degree College
1.2 Address Line 1	179 D, Attarsuiya
Address Line 2	
City/Town	Allahabad
State	Uttar Pradesh
Pin Code	211008
Institution e-mail address	Khanna_girls_dc@yahoo.co.in

Contact Nos.

0532-2659124
0532-2451692
0532-2451791

Name of the Head of the Institution:

Dr. Shipra Sanyal

Tel. No. with STD Code:

0532-2659124

Mobile:

8400317828

Name of the IQAC Co-ordinator:

Dr. Rita Chauhan

Mobile:

9415351594

IQAC e-mail address:

chauhandrrita@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

UPCOGN2053

OR

1.4 NAAC Executive Committee No. &Date:

EC(SC)/05/RAR/040

(For Example EC/32/A&A/143 dated 3-5-2004.

*This EC no.is available in the right corner-bottom
of your institution's Accreditation Certificate)*

1.5 Website address:

www.sskhannagirlsdc.com

Web-link of the AQAR:

www.sskhannagirlsdc.com

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

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺		2004	2009
2	2 nd Cycle*	A	3.46	2014	5 years

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

Post accreditation AQARs from the year 2006 have been complied and uploaded on college website and a copy sent by e-mail to NAAC on 13-02-2014

1.10 Institutional Status

University State Central Med Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid IC 2(f) UGC

Grant-in-aid + Self Financing To Self-financing

1.11 Type of Faculty/Programme

- B.A.—(Hindi, Sanskrit, English, Urdu, Education, Economics, Philosophy, Sociology, Ancient History, Medieval History, Music: Vocal/Instrumental, Painting, Office Management & Secretarial Practices)

- B.Sc.—Chemistry, Zoology, Botany
-- Chemistry, Physics, Mathematics
- B.Com.
- B.Ed.

In addition the college offers vocational courses of contemporary importance under its programme of vocational education—Biotechnology, Spoken English and Personality Development, Textile and Fashion Designing, Food Preservation, Computer ‘O’ Level, CCC, Tally ERP 9 & Environmental Awareness

1.12 Name of the Affiliating University (for the Colleges)

University of Allahabad

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

College with Potential for Excellence (CPE), UGC-Special assistance Programme

Autonomy by State/Central Govt. / University

No

University with Potential for Excellence

NA

UGC-CPE

✓

DST Star Scheme

NA

NA

UGC-Special Assistance Programme DST-FIST

✓

NA

UGC-Innovative PG programmes

NA

(specify)

NA

UGC-COP Programmes

NA

2.IQACComposition and Activities

2.1No. of Teachers

05

2.2No. of Administrative/Technical staff

02

2.3No. of students

Nil

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni (Parents)

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. In the session 2014-15, the first priority for the IQAC was to submit its LOI for Cycle II of assessment and reaccreditation followed by uploading the SSR along with annexure. A meeting of IQAC was held in the month of April, 2014 in which following decisions were arrived at:

- i. IQAC has to work continuously for collecting and collating qualitative and quantitative data from every faculty programme /unit / cell / board of the college.

- ii. Every faculty and unit shall continuous update information and supply the same to IQAC.
- iii. There will be a steering committee headed by Dr. Rita Chauhan as co-ordinator. Dr. Lalima Singh and Dr. Soni Srivastava will be the member of steering committee.
- iv. Performance appraisal of teachers is an important activity and IQAC shall be the nodal office for the same.

2. Student feedback on teachers was conducted before the visit of NAAC Peer Team.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Preparing SSR and submitting to NAAC and uploading on college website was proposed	SSR prepared and submitted and uploaded successfully on the college website
Preparing the campus, documents and student support services, etc. for NAAC Peer Team visit proposed.	NAAC Peer Team visited on 18 th –20 th December, 2014
‘Damodarshree’ National Award for Academic Excellence-2014 was proposed on 12.10.2014 instead of 02.10.2014 due to ‘Dashahra’ festival	‘Damodarshree’ was organized on 12.10. 2014.
Performance appraisal of teachers was proposed.	IQAC prepare ‘Self Evaluative Report’, proforma was prepared and filled by teachers. All reports were placed in statutory body (Management)
Students feedback on teachers was proposed	‘Student feedback questionnaire’ was prepared and place in statutory body.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes

Management System Any other

Provide the details of the action taken

- It was made mandatory for all teachers to apply for action research projects at college level, selected projects will be funded by the Management
- A direction was given to all senior teachers to apply for major and minor projects under UGC schemes.
- A direction to all stream (B.A., B.Sc., B.Com.) was given to apply and start career oriented courses under UGC schemes.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	00	--	--	--
PG	00	--	--	--
UG	03	--	02	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	02	--	--	02
Certificate	08	03	03	08
Others (B.Ed.)	01	--	01	--
Total	14	--	06	10
Interdisciplinary	--	--	--	---
Innovative	--	--	--	--

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

University of Allahabad frames and design syllabus for all U.G. and B.Ed. classes and the same syllabus is taught in the college. For 'O' level computer course and value hub computer courses the syllabus is of UPTEC, whereas Biotechnology diploma course is framed by the college. Certificate Courses (add-on courses) are core papers.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	---
Annual	04

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

Mode of feedback: Online Manual/Co-acting school/PEI)

**Please provide an analysis of the feedback in the Annexure
Annexure II*

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

- Syllabus revised for B.A. III for Education, 'Action Research' is the major content added in it.
- 'Murder in the Cathedral' (drama), 'Honour and the sea of stories' (novel) and poetry introduced in BA III for English syllabus.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Principal
26	11	15	*	01

2.2 No. of permanent faculty with Ph.D.

17

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Principal		Total	
R	V	R	V	R	V	R	V	R	V
--	06	15	--	--	--	--	01		07

2.4 No. of Guest and Visiting faculty and Temporary faculty 06 * 31

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			
Presented papers			
Resource Persons			

**DETAILS OF THE CONFERENCES/ SEMINARS/ WORKSHOPS
ATTENDED BY THE FACULTY MEMBERS
SESSION 2014-15**

FACULTY OF SCIENCE

S · N ·	Date	Name of Faculty Member	Level State/National/ International	Topic	Organized by
1	1-2 Feb 2015	Dr. Soni Srivastava	National Conference	National Conference on Environmental degradation & Global Health (Paper Presentation: Bioremediation of Contaminated Soil and Water: An overview)	Environment al & Social Welfare Society, Khajuraho
2	11.03.1 5	Dr. Soni Srivastava	National Seminar	National Seminar on Green Social Work (Paper Presentation: Phytoremediation of Heavy Metals: A Novel Approach For Environmental Clean-Up)	U.P. Rajarshi Tandon Open University, Allahabad
3	14-20 March 2015	Dr. Soni Srivastava	National Workshop	National Workshop on “Innovative Trends of Statistics in Modern Research Methodology”	U.P. Rajarshi Tandon Open University, Allahabad
4	11-15 Feb 2015	Dr. Archana Yadav	International	14 th World Congress on Public Health (Poster Presentation: Impact of Industrial Waste Water on Water Quality of aquatic bodies and Public Health)	World Congress, Kolkata
5	14-20 March 2015	Dr. Archana Yadav	National Workshop	National Workshop on “Innovative Trends of Statistics in Modern Research Methodology”	U.P. Rajarshi Tandon Open University, Allahabad

6	17-20 Feb 2015	Dr. Prithvi Raj Singh	National	33 rd meeting of the Astronomical Society of India (Poster Presentation: Variation of odd even solar cycles's and their effect on earth climate)	Tata Institute of Fundamental Research, Pune
7	16.02.1 5	Dr. Prithvi Raj Singh	State	Satellite Workshop on Star & Planet Formation	IUCAA, Pune
8	14-20 March 2015	Dr. Priyanka Dwivedi	National Workshop	National Workshop on "Innovative Trends of Statistics in Modern Research Methodology"	U.P. Rajarshi Tandon Open University, Allahabad

FACULTY OF COMMERCE

S. N.	Date	Name of the faculty member	Level State/National /International	Topic	Organized by
1.	8 th – 9 th Nov. 2014	Dr. Ruchi Gupta	National Confer ence	A study of creative accounting practices with special reference to Enron and Satyam scandal	All India Accounting Association
2.	27 th - 29 th Dec. 2014	Dr. Shikha Agrawal	National Confer ence	Challenges and strategies in service marketing: A special reference to banking sector	All India Commerce Association
	21 st - 22 nd Feb 2015		National Confer ence	Changing Business Environment and Corporate Ethics	MUIT, Lucknow
3	8 th – 9 th Nov. 2014	Dr. Tanushree Roy	National Confer ence	Creative Accounting: A tool to suit the whims of top management	All India Accounting Association
	13 th - 14 th Dec 2014		National Semin ar	Corporate Stress Management	K.P.College Allahabad
4	25 th Feb 2015	Dr. Vikas Singh	National Semin ar	Pedagogical advancement through e-education	HNB PG College Allahabad
5	21 st - 22 nd Feb	Dr. Shiv Shankar	National Confer	Make in India: A fostering plan	MUIT,

	2015	Shukla	ence	for Indian Economy	Lucknow
	26 th - 27 th Feb 2015		International Seminar	A study of corporate social responsibility and sustainability in India	Swami Sukhdevanand P.G.College, Shahjahanpur

FACULTY OF B.ED.

S. N.	Date	Name of the faculty member	Level State/National /International	Topic	Organized by
1.	14 th – 15 th March 2015	Dr. V. K. Singh	National Seminar	Paryavarniya Shiksha aur Bhartiya Krishi	Govt. P.G. College, Chakiya, Chanduali
2.	Jan 10 & 11 2015	Dr. Surendra Kumar	National Seminar	Relevance of the thought of Indira Gandhi in Contemporary Aspects	Pratap Bahadur Post Graduate College, Pratapgarh

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

- Student centric learning through extensive use of ICT
- Concretization and enrichment of learning experiences through mandatory assignments, seminar presentations, field work in all courses
- Fostering the culture of knowledge acquisition through wider self exposure to latest knowledge through the library and on-line subscribed books and journals
- Encouraging students to contribute in college magazine
- ‘Activity Based Learning’ like, Listening, Comprehension, Describing Appearances & conversations

2.7 Total No. of actual teaching days during this academic year

189

2.8 Examination/ Evaluation Reforms initiated by

NA

the Institution(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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

15		
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2.10 Average percentage of attendance of students

73

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.		#	#	#	#	#
B.Sc.		#	#	#	#	#
B.Com.		#	#	#	#	#
B.Ed.		#	#	#	#	#

Examinations are going on.

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

The IQAC makes contribution towards the above processes by

- i. Recommending the purchase of latest good quality books,
- ii. Ensuring positive measures to teachers for encouraging students for reading text books, consulting journals and other relevant useful material,
- iii. Motivating various departments for preparing and displaying their teaching plan,
- iv. Monitoring and supervising the teaching—learning process,
- v. Collecting and analyzing of data on student learning outcomes through ‘Student Feedback Questionnaire’ on the performance of teachers, and using the feedback for improving the quality of teaching,
- vi. Motivating teachers to conduct the remedial classes.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	---
UGC – Faculty Improvement Programme	----
HRD programmes	---
Orientation programmes	---
Faculty exchange programme	----
Staff training conducted by the university	06
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	---
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	02	×	14
Technical Staff	07	05	×	16

Criterion – III

3. Research, Consultancy and Extension

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

- The teachers are advised and encouraged to participate in various conferences/Seminars/workshops, etc.
- The faculty is also encouraged to publish papers and submit research projects to various funding agencies
- The college holds extension lectures to keep the faculty and students abreast of latest development.
- IQAC has been successful in encouraging the teachers to conduct Action Researches funded by the College Management.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	---	---	----	---

Outlay in Rs. Lakhs	---	----	----	---
---------------------	-----	------	------	-----

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals		02	16
Non-Peer Review Journals		06	06
e-Journals		--	---
Conference proceedings		04	--

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	---	--
Minor Projects	--	---	---	---
Interdisciplinary Projects	---	---	---	---
Industry sponsored	---	----	---	----
Projects sponsored by the University/ College	---	---	---	----
Students research projects <i>(other than compulsory by the University)</i>	----	---	---	---
Any other(Specify)	---	---	---	---
Total	---	---	---	---

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges Autonomy PE DBT Sta me

INSPIRE CE ther (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	---	----	---	---	---
Sponsoring agencies	----	---	---	----	---

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	---
	Granted	---
International	Applied	----
	Granted	---
Commercialised	Applied	----
	Granted	----

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

Total	International	National	State	University	Dist	College
07			02	02	03	

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

and students registered under them

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

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

JRF JRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

	University level	State level	
National level	International level	<input type="text" value="02"/>	<input type="text" value="--"/>

3.22 No. of students participated in NCC events:

	University level	State level	
National level	International level	<input type="text" value="10"/>	<input type="text" value="04"/>
	International level	<input type="text" value="02"/>	<input 114="" 232="" 249"="" 402="" data-label="Section-Header" type="text" value="---</input></td> </tr> </table> </div> <div data-bbox="/> <p>3.23 No. of Awards won in NSS:</p>

	University level	State level	
National level	International level	<input type="text" value="--"/>	<input 114="" 321="" 338"="" 409="" data-label="Section-Header" text"="" type="text" value="---</input></td> </tr> </table> </div> <div data-bbox="/> <p>3.24 No. of Awards won in NCC:</p>

	University level	State level	
National level	International level	<input type="text" value="01"/>	<input type="text" value="04"/>
	International level	<input 114="" 410="" 428"="" 471="" data-label="Section-Header" text"="" type="text" value="---</input></td> </tr> </table> </div> <div data-bbox="/> <p>3.25 No. of Extension activities organized</p>	

University forum	College for	<input type="text" value="05"/>	
NCC	NSS	<input type="text" value="02"/>	<input type="text" value="12"/>
Any other			<input type="text" value="05"/>

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

A number of social outreach programmes and deliberations take place on a regular basis in which students and faculty participate. The following are some of the activities:

- The faculty members and students are involved in social activities such as NSS, NCC, Eco-club, Extension activities
- Eco-club sensitizes students about environment.
- In ‘Kushtha Ashram’ and ‘Andh Vidyalaya’ voluntary schemes of helping them is going on.
- Five projects are going on under the banner of Extension Activities: Waste water management in schools and colleges, Facilities available to differently abled students in secondary schools, Special facilities available for physically challenged students in the campus of higher education, Solid waste management facilities provided by Nagar Nigam and HIV/AIDS awareness among the girls of middle socio-economic status.
- Damodarshree National Award for Academic Excellence was organized on

12-10-2015

- NSS camp for a week on the theme of ‘Swachh Bharat’ and conducted street plays on the theme.
- The college organized a visit of Dr. A P J Abdul Kalam, the students got an opportunity to interact with his excellence.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:2014-15

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8509.42	--	---	8509.42
Class rooms	25	--	---	25
Laboratories	17	--	--	17
Seminar Halls	01	--	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	39	15	--	54
Value of the equipment purchased during the year (Rs. in Lakhs)	152	11,86,150	G.F.	163
Others	--	--		

4.2 Computerization of administration and library

Automation work is going on in the library. Total books have been bar coded. Books are issued with the help of bar code. DELNET is available in the library. Several e-journals have been subscribed by the library and free access is given to all faculty members and students.

All the administrative units have been provided with computers and printers and work of all offices is being carried out in an automated environment.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20680	5139168.36	---	---	20680	51,39,168.36
Reference Books	1524	700000	---	---	1524	700000
e-Books	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available
Journals	44	91000	01	1000	45	92000
e-Journals	Not	Not	Not	Not	Not	Not Available

	Available	Available	Available	Available	Available	
Digital Database	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available
CD & Video	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available
Others (specify)	We can read e-books and e-journals through Delnet and INFLIBNET					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	90	02	Wi-Fi Reliance	Whole campus	'O' level Lab & Office Management Lab	Wi-Fi	Wi-Fi	
Added	07	---	---	---	---	---	---	
Total	97	---	---	---	----	---	---	

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

Computer literacy is one of the factors in development of academic excellence in S.S. Khanna Girls' Degree College, Allahabad. The college is facilitating computing, internet, web services to the students and faculty members.

There are nearly 60% net users in the entire college including faculties, departments, offices and support services.

The leased line of Reliance is playing instrumental role for facilitating network.

For the purpose of maintain/enhancing the institutional quality, development of institutional database through MIS is going on.

The Faculty Development Programme for the teachers are organized to make them abreast about the computer and information technology.

8 new computer systems with internet connection have been added during this session.

4.6 Amount spent on maintenance in lakhs :

i) ICT	150000
ii) Campus Infrastructure and facilities	1615000
iii) Equipments	115950
iv) Others	118915

	1999865
--	---------

Total :

Criterion – V

5.1 The Student Support Services are primarily looked after by the Dean of Student Welfare. Introduction of student centric welfare schemes, addressing various requirements of students and providing necessary support system for student related issues are managed by the Dean of Student Welfare in consultation with Proctor, Faculty Coordinators, Librarian and Student representatives. The IQAC has a very limited role to play in these activities.

5.2 Efforts made by the institution for tracking the progression

Academic progress is monitored through tests, tutorials and examinations. The results are analyzed and weaker students are provided remedial classes. The bright students are provided with special attention in achieving higher ranks at university level. The feedback is given to all the students about their performance in these examinations.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (B.Ed.)
998	--	---	164

(b) No. of students outside the state

36

(c) No. of international students

No	%

No	%

MenWomen

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1085	179		1165	3	2429	1102	203		1286	4	2591

Demand ratio 1:1 Dropout % 0.67%

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

Revised

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET		UJLET GATE			
IAS/IPS etc		State PSC		Others	

Consolidated information of successful students in these examinations is not available.

5.6 Details of student counselling and career guidance

- Informations are provided to students of all faculties regarding career opportunities.
- Lectures in various career fields are organized.
- Students are provided proper and relevant information regarding their potential perspective.

No. of students benefitted

2014

5.7Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	---	---	----

5.8Details of gender sensitization programmes

- Instructions are given from time to time to the staff regarding the availability of various facilities for girls
- Appointment of Dean Student Welfare
- Establishment of Redressal Cell
- Self-defence session for girl students is organized every year
- Health Service Cell organized a special programme on ‘Recent trends in women’s health on 30th November, 2014
- Guidance and Counselling Cell regularly address students regarding gender related issues formally and informally both

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (SKP Scholarship)	156	200303
Financial support from government	1258	Amount transferred to Student a/c
Financial support from other sources	73	“
Number of students who received International/ National recognitions	7	“

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- The first major grievance was about common room. This grievance was solved by providing separate common rooms to the students of each stream, i.e. Arts, Science, Commerce and B.Ed.
- The students also complained about more toilet blocks and to fulfil this demand construction work is going on.

Criterion – VI

6. Governance, Leadership and Management

6.1 Vision:

The vision of the institution is to help the girl students discover their innate potential and promote them towards their personal and social benefits.

Mission:

The mission of the institution is to raise the level of education of the girls belonging to the lower and middle sections of society as well as minority class. Achievement and realization of their goals, to make the girls student independent and self reliant to undertake future courses and training programme in order to make them economically independent.

6.2 Does the Institution has a management Information System

No, the college does not have MIS

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

6.3.1 Curriculum Development

The college is constituent to University of Allahabad. Hence the curriculum is decided by the University. However the college conducts value added courses to supplement the knowledge that would be gained by the students through the University prescribed curriculum. The strategy adopted to select the topic and content to these courses is based on the feedback given by alumni and based on the interaction of the faculty with their counterparts from other universities.

6.3.2 Teaching and Learning

- Student centric learning through extensive use of ICT
- Concretization and enrichment of learning experiences through mandatory assignments, seminar presentations and project work.
- Fostering the culture of knowledge through the library and on-line subscribed books and journals.
- Preparation of Academic Calendar in the month of April
- Time table for all classes is set in the month of April.
- Teaching plans are prepared by all faculties before commencement of classes
- Class seminars and group discussions are arranged by all faculty members in their respective subjects

6.3.

- C IA (Continuous Internal Assessment) is followed through class tests/home examinations
- The principal monitor the performance of the students by making an analysis after every internal test and external examination.
- Results of class tests and other evaluation methods are discussed with the students
- The final exams are conducted by the university.

6.3.4 Research and Development

- From this session College Management has started to give financial help for the research projects. IQAC collects the research proposals from various faculty members. The IQAC forwards such proposals that are feasible with respect to financial help by the college. The budget that is reserved for research is allocated after such forwarded ones.
- A research committee is formed in the college, which encourages, about the research projects funded by other funding agencies, and forwards such proposals.
- The rules and regulations of the college clearly specifies about facilities that can be availed in connection with research work
- Faculty members participate in various seminars/conferences and present their research paper
- One post doctoral research scholar is doing her research under the guidance of Dr. Ritu Jaiswal, Associate Professor of Ancient History.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Yearly budget proposals for library, ICT and physical infrastructure/instruments are collected from each department and units before the academic year starts. Such a step is taken at the end of the previous academic year itself. Based on the urgency necessity, existing available status, the budget proposed by the department/unit is analyzed and according to the analysis, it is sanctioned.

6.3.6 Human Resource Management

- Heads of various departments/committees/units/cells of the college and the principal plan together about the use of faculty of one department in other department or member of one committee/unit/cell in other committee/unit/cell. Time schedule for such sharing is accordingly planned.
- The overall human resource management is as per the hierarchy that is specified by the rules of the college.
- The college recognises exemplary services of the faculty /staff and provides appreciation.
- The college issues memo to such staff who have not followed the rules and regulations of the college. The concern staff must give explanation in writing. Steps are taken as a follow up by the higher ups.
- Whether the classes are conducted promptly, regularly, punctually is monitored by the co-ordinator of concerned faculty.
- The annual self appraisal by the staff, student feedback, is taken and recorded.

6.3.7 Faculty and Staff recruitment

In case of sanctioned posts, faculty and staff members are recruited/ appointed by the University of Allahabad.

Under self financing scheme, justifying the need of recruitment, then giving newspaper advertisement, the recruitment is done after conducting interview by interviewing panel.

6.3.8 Industry Interaction / Collaboration

- Placement cell ensures industry—institute interaction
- Industry experts are invited to take workshop.
- Students are encouraged to visit various institutes of higher learning.

6.3.9 Admission of Students

University of Allahabad conducts entrance test. The merit of the candidate in the entrance test is the only factor which is taken into account for admission thus ensuring full transparency in the admission process. Government policies with regard to admission of SC/ST, OBC, PH, etc. are followed.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Reimbursement of Medical expense for regular teachers and dependent wards • Loaning facility • Withdrawal facility from provident fund • Wards are given priority in Admission • Library facility • ICT facility • Canteen facility on subsidized rate
Non teaching	<ul style="list-style-type: none"> • Reimbursement of medical expense for regular staff and their dependent wards • Few residential provisions are for supporting staff • Health care through Health Service Cell • Withdrawal facility from Provident Fund • Uniform is given to supportive staff • On festive occasion, like Diwali, gifts/bonus are distributed to non-teaching staff which strengthens the bond between members of SKP society • Wards are given priority in admissions • Library facility • ICT facility • Canteen facility on subsidized rate
Students	<ul style="list-style-type: none"> • Scholarship for meritorious students • Provision of poor fund • Scholarship and refund of fees for SC/ST/OBC students • Counselling and placement services • Book Bank facility • Health care through Health Service Cell • Canteen facility on subsidized rate

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	<ul style="list-style-type: none"> • SKP Society • Board of Directors • Sar-La Education Trust 	Yes	IQAC
Administrative	Yes	Auditor appointed by SKP Society: Mr. Rajat Kapoor (C.A.)	Yes	<ul style="list-style-type: none"> • Management • Burser

6.8

Does the University/ Autonomous College declares Yes No within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

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

Not Applicable

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

Nil

6.11 Activities and support from the Alumni Association

- Alumni guide the present students in choosing the subject
- Alumni give their articles in College Magazine
- Alumni participate in college cultural programmes
- Prominent alumni are honoured on the prize distribution function of the college
- Meeting of Alumni Association held thrice in this academic session
- Alumni interacted with NAAC Peer Team at the time of Peer Team visit in the month of December, 2014

6.12 Activities and support from the Parent – Teacher Association

- Feedback is provided by the parents on all aspects of the college
- Parents provide suggestions on the functioning of the college
- In the month of December a team of parents interacted with NAAC Peer Team on the time of Peer Team visit

6.13 Development programmes for support staff

- Computer literacy programme is organized for the supportive staff
- Programmes to imbibe team work concepts are organized for them
- Educating programmes to make them aware of Environmental conservation have been done
- Health check-up camp for non-teaching staff is organized
- One orientation programme was conducted for the staff dealing with accounts, the programme was especially dedicated to financial rules and accrual accounting

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

- Rain water harvesting
- Solid waste segregation in labs as well as other places
- Organising events to mark environment day, Ozone layer protection day, World water day, etc.
- ‘River Ganga Cleaning Campaign’ undertaken as a long term project
- A project is ongoing on ‘Rain Water Harvesting’
- Several competitions and exhibitions were organized by the Eco-club on environmental awareness
- The college campus is not only green but also have wide varieties of plants
- Students and staff are sensitized for saving water and electricity
- The use of plastics and plastic products is discouraged

Criterion – VII

7. Innovations and Best Practices

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

- Faculty wise meet of the Management Committee with all the students
- Starting of classes from the very first day of the academic session
- Ensuring maximum number of teaching days available to the students
- Dr. A P J Abul Kalam’s visit
- Organizing ‘Damodarshree’ 2014
- Strict discipline
- Cash prizes, medals, and certificates to the advance achievers
- Personal guidance and free access to authorities
- Remedial classes
- Tutorial classes
- Honouring of teachers and non-teaching staff for achieving ‘A’ grade with 3.46 CGPA by NAAC in IInd cycle of accreditation

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

The primary focus was to complete all formalities for the Cycle II assessment and accreditation by NAAC. IQAC has successfully submitted the LOI and after acceptance of the same was actively worked for submission of SSR. In the month of December, 2014 NAAC Peer Team visited the college.

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

*

- I. Enhance the use of ICT
- II. Damodarshree
(The details are provided in Annexure III)

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

7.4 Contribution to environmental awareness / protection

- S. S. Khanna Girls' Degree College has a sprawling green campus with a range of flora. Eco-club of our college has developed an environmental calendar highlighting important dates to nature and environment.
- Special care is taken for safe disposal of hazardous chemicals and gases during practical which cause environmental pollution.
- To mark the world environment Day, Eco-club organizes essay/poster/debate, etc. competition every year. This activity has brought about the general awareness and the efforts that can be made by the individual in order to conserve the environment and look forward towards the sustainable development.

7.5 Whether environmental audit was conducted? Yes No

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

SWOT Analysis of the College

Strengths:

1. Encouragement and the support given by the management to the college.
2. Dedication and commitment of teaching and non-teaching staff to the development of the college.
3. Visionary and effective leadership of the Principal and good human relations resulting in efficient teamwork.
4. Maintenance of effective discipline.
5. Facilities to promote students participation and achievement in co-curricular activities and sports.
6. Constructive and positive attitude of students.
7. Creation of excellent infrastructure and support facilities
8. Strategic planning for the future growth and development
9. High degree of social accreditation in the community around
10. Ragging free campus

Weakness:

1. Controlled procedures to introduce new age programme at UG level
2. Limited autonomy for designing curriculum

8.Plans of institution for next year

- To implement the quality measures suggested by the NAAC Peer Team (Accreditation Cycle II)
- To cater the needs of slow learners through remedial/tutorial classes
- To promote the research culture with the financial assistance provided by the Management
- To augment infrastructural facilities
- To update the College Website with a new format
- To increase programme options available to students in terms of Diploma and Certificates
- To apply for introducing few post graduate courses (Hindi, English, Education, Economics and Sociology)
- To apply for introducing new courses at UG level—Political Science, Geography, Home Science, Statistics, Psychology, Mathematics, Computer Science, B.Mus., BFA and Biochemistry
- Introducing corporate based courses like Retail Management
- To start transport facility
- Placement cell will be strengthened
- To apply for autonomous status

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure II

An analysis of the feedback of the year 2014-15

The college aims to offer the best possible teaching—learning environment to encourage the students to perform to their full potential. Feedback questionnaire was prepared by IQAC, which was broadly covering all the aspects of teaching-learning environment and teaching-learning process. Feedback from the students allows the college to evaluate how its service position is viewed by its most important group of stakeholders, namely its students. The feedback is also obtained from parents and alumni.

Students were invited and given feedback forms on an anonymous basis; this process occurred twice: in the month of November 2014 and in the month of March 2015. The feedback of parents and alumni was also taken at the time of meeting with them.

The feedback was analyzed minutely by the high level team. Management, Principal and Co-ordinators of various faculties were the members of the above said team. The said feedback was analyzed and the ATR (Action Taken Report) was prepared on it. The team gave following suggestions:

- The improvement is needed in keeping the vehicles on vehicle stand.
- There is a need to improve the computer facility in the library.
- Separate common rooms are needed for Arts, Science and Commerce students
- More remedial classes are required for slow learners.
- More improvement is needed in issuing books from library
- Strengthening the placement cell is required
- Few special classes should be organized for advance learners.

Annexure III

Best Practice No. I :

- 1. Title of the Practice:** 'Enhance the use of ICT'
- 2. Goal:**

Today, field of education is in a position to scientific innovations in its teaching, learning and research. But higher education institutions in India still largely adopt traditional methods, for example, the traditional method of teaching like lecture, textbooks, dictating notes, etc., which have really become less motivating to a larger number of students. ICTs have the magic to accelerate, enrich, and deepen skills and to motivate and engage students. Considering the usefulness of ICT, the college has decided to enhance the use of ICT in Teaching-learning process. Major goals are –

- i. Improving teaching-learning environment
- ii. Faculty development, growth and improvement
- iii. Outcome-based teaching/learning assessment and Quality Assurance

3. The Context:

One of the important issues before the Indian Higher Education System is to maintain the quality, so that the students can compete in the global market. Higher Education Institutions are the places to provide quality education. ICTs are important tools for quality enhancement in the competitive, globalized world. Hence, the College, in limited available sources, makes the maximum use of ICT in day-to-day teaching and learning.

4. The Practice:

- The college has established 4 multi-media classrooms
- Language Hub is created, teachers are trained to give virtual experience to students
- Maximum use of power point presentation is included in the process of teaching
- The college has provided LCD projectors to make a common practice of use of ICT in daily teaching-learning

5. Evidence of Success:

- Some of our students participated in seminars outside of college and presented their papers with power point
- Evidence of success can be measured in terms of performance of students in University Examinations. Every year some of our students grab the positions in University combined merit list

6. Problems encountered and Resources required:

- One of the biggest problems we faced is that of number of students in large classes. It becomes difficult to make effective use of ICT in large classes.
- Financial limitation is also a big problem
- We need the guidance of technical experts at advance level of ICT in education.

Best Practice No. II:

1. Title of the Practice:

DAMODARSHREE

2. Objectives of the Practice:

Following are the objectives of the practice:

- i. To motivate the students for creative thinking and writing
- ii. To create an ambience of dialogue, understanding amongst the students of higher education
- iii. To give an opportunity to interact with each other in a healthy competition on issues of tremendous contemporary relevance

3. The context & The Practice:

The Damodarshree National Award for Academic Excellence has been instituted in reverential remembrance of the former president the Late Professor Damodar Das Khanna. In this contest all India essay competition is organized every year on 2nd October. Students pursuing their UG, PG or Doctoral studies in Central Universities, or their constituent/affiliated colleges, National Law Colleges, NIT's, Central/State Medical College, IIIT's, BIT's, IIT's, IIM's, XLRI are eligible for participate in it. Universities established more than 75 years old, may also apply.

A participant has to present a hard as well as soft copy of 2000 to 3000 words essay in Hindi or English on the declared topic by 31st August. Ten best entries will be selected by a panel of judges. The selected participants will be required to present and defend their essay at a function to be held in the college Auditorium in front of a panel of judges. Following prizes will be awarded:

1. The winner of the competition would be awarded Damodarshree National Award for Academic Excellence which will also carry the prize money of ₹ 1lakh
2. The 1st runner-up will receive a prize money of ₹ 51,000
3. The 2nd runner-up will receive a prize money of ₹ 31,000
4. The best girl participant shall receive a prize money of ₹ 21,000
5. The best Undergraduate entry shall receive a prize money of ₹ 21,000

4. Evidence of Success:

This practice has been highly successful in terms of following points:

- I. In this year we received 198 essays from students of various institutions situated outside Allahabad.
- II. Probably all important Central Universities and institutions of repute in India are now represented through their essay writers in this contest.
- III. Success of the contest can be seen in the 'words of winners'—

- “ National Award for Academic Excellence has very quickly evolved as one of the most prestigious forums where the educated youth from all over the country get an opportunity to interact with each other and to engage (with one another) in a healthy competition on issues of tremendous contemporary relevance. Year after year, the organizers have been making all the arrangements with immense grandeur and élan.apart from top quality judging, the entire atmosphere surrounding the competition is very positive and motivating. To add to that is the hospitality which the contestants receive at Allahabad which is both warm and affectionate. I had gone to Prayag with high hopes and some raw nerves and I came back with much more than an award; friends, well-wishers, memories and an experience for a lifetime.”

Abhijay Negi
National Law University,
Jodhpur
Winner of 2011

- I am writing below my winning experience—“Winning Damodarshree was a very proud moment for me. The topic made me think deeply, the competitors, who came from all over India and from respectable background, offered a huge challenge and the panel of jury, comprising of academicians, court judges and IAS officers, examined my essay and speech scrupulously. I feel esteemed that my work was recognized and appreciated. Even after a year the glow of the winning moment, and all the preparations that preceded it, remain in my mind and will stay there for many years to come.”

***Shivendra Singh
Symbiosis, Pune
Winner of 2012***

- “A lot has happened since the day I won the Damodarshree award. A year has passed, a lot has changed, and I cannot be certain of, what is yet to change. What I am certain of, however, is that something wonderful happened that day when I stood before hundreds of strangers and spoke about something so close to my heart, facing neither mockery nor malice. The rapt attention I received gave me the strength to never doubt myself again. I will never forget that afternoon, and would like to convey to every future participant to enjoy that moment when you stand at the dais, not to debate, not contest, but simply to speak your mind.”

***Arpita Ghatak
National Institute of Design, Ahmedabad
Winner of 2013***