

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

I. Details of the Institution

1.1 Name of the Institution	D.A.V. (PG) COLLEGE,
1.2 Address Line 1	ARYA SAMAJ ROAD
Address Line 2	
City/Town	MUZAFFARNAGAR
State	UTTAR PRADESH
Pin Code	251001
Institution e-mail address	info@davcollegemzn.org iqacdavcollege@gmail.com
Contact Nos.	0131-2622667
Name of the Head of the Institution:	DR. P.K. Saxena
Tel. No. with STD Code:	0131-26203311

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879) UPCOGN12962

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺		2007 (Feb)	2012
2	2 nd Cycle	Yet to be done			
3	3 rd Cycle				
4	4 th Cycle				

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

1.7 AQAR for the year (for example 2010-11)

1.8 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*)

- i. AQAR__ 2007-08 on 12/01/2012_____ (DD/MM/YYYY)
- ii. AQAR__ 2008-09 on 12/01/2012_____ (DD/MM/YYYY)
- iii. AQAR__ 2009-10 on 12/01/2012_____ (DD/MM/YYYY)
- iv. AQAR__ 2010-11 on 12/01/2012_____ (DD/MM/YYYY)
- v. AQAR__ 2011-12 on 01/03/2013_____ (DD/MM/YYYY)
- vi. AQAR__ 2012-13 on 05/08/2015_____ (DD/MM/YYYY)
- vii. AQAR__ 2013-14 on 14/08/2015_____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

BBA, BCA, BFA

1.11 Name of the Affiliating University (*for the Colleges*)

Chaudhary Charan Singh University, Meerut

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

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 Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level
Univ. Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Creation of academic / learning environment.
2. Introduction of two new courses in the current session i.e. BFA and B.Com.
3. Interaction with HOD's and faculty for maintaining and sustaining quality education.
4. Motivating faculty to undertake quality research.
5. The up-gradation of existing Wi-Fi network in Optical fibre connectivity with IGPS.
6. Sanghosti on "Sarv Dharam Sambhaav" on 30.10.2014.
7. Workshop on Personality Development and Communication Skills.
8. Celebration of Youth Week "Chetna" 18 Dec'2014 to 23 Dec'2014.

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
<p><u>Academic Programs</u></p> <ol style="list-style-type: none"> To organise guest lectures / seminar / Workshop = 04 To organize academic visits/tour. 	<ul style="list-style-type: none"> Guest lecture on “Role of Agriculture in Biotechnology” by Dr. Satya Prakash Joint Director, KVK Sardar Vallabh University, Meerut in Dec’14. Workshop on “Fish Conservation” in Zoology Department Guest Speaker Dr. A.K. Pandey from “National Bureau of Fish Genetic Resources”, Lucknow in May’15. Guest Lecture in Physics Department on “Communication System” and “Data Transission” by Sh. Tejvir Singh, Department of Electronics and Communication, Subharti University, Meerut in April and May’15. The academic visit organised to Wild Life Institute, Dehradun and Forest Research Institute, Dehradun, IITF, New Delhi,
<p><u>Value Added Programs</u></p> <ol style="list-style-type: none"> To organise program on fraternity To organize program on Gender sensitization. To organize the program to sensitize the students about Indian Cultural Heritage. 	<ul style="list-style-type: none"> Peace March on 7th September 2014 in collaboration with District Administration and other institutions. Such issues were addressed through the short plays in “Open Theatre” under the banner of Youth Week “CHETNA”. Sarva Dharam Sadbhav Sanghosti on 30 October 2014. Santoor Vadan by Pt. Tarun Bhattacharya The movie “Making of Mahatma” was played for the students.
<p><u>Infrastructure Development</u></p> <ol style="list-style-type: none"> To convert some of the class rooms in smart classroom to promote ICT usage. To enhance the speed of internet connectivity in the campus. 	<ul style="list-style-type: none"> 05 Smart boards were installed in PG Science Departments. Upgradation of Wi-Fi Network in FTTH Optical Fibre Connectivity with 4 MBps.
<p><u>Student Development Programs</u></p> <ol style="list-style-type: none"> To organize Career Awareness Programs. To organise learner centric co-curricular programs. Mushaiyra and Kavi Sammelan on the closing day of Youth Week “Chetna”. 	<ul style="list-style-type: none"> Campus Interview-01 Career Guidance Program organized-02 Personality Development and Communication Skill Workshop-01 Mock trial of Moot Court by Law Students on 27 Feb’15. Under the banner of Youth week “Chetna” from 18-23 Dec 2014. Quizzes (Science and General Awareness), Debates, Essay Competition, Rangoli Competition, Open Theatre, Science Exhibition, Sports Activities and Cultural Program were organised.

<p><u>Extension Activities</u></p> <p>1. To organize various extension activities and Student mentoring programs with the involvement of NCC, NSS, Rovers and Rangers of the college.</p> <p>2. Participation of Drawing & Painting Students in Community Development.</p>	<ul style="list-style-type: none"> ▪ 04 one-day camp and 01 seven-day camp of NSS. ▪ Jagrookta Rally on “Clean India Drive” by Rovers and Ranger. ▪ International Day of “Disaster Reduction” to maintain ecological balance on 13 Oct’14 by NCC students. ▪ International Yoga Day 21 June 2015 by NCC Students. ▪ Model on “Green House effect” in Jan Chetna Saptah Jan 2015 by Rovers and Rangers. ▪ M.A. Drawing & Painting students made the Paintings in Gram Rasulpur (Smart Village Site) and Ganga Ghat of “Sukratal” (Place of Pilgrimage).
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

2.16 Whether the AQAR was placed in statutory body Yes ✓ No

Management Syndicate Any other body

Provide the details of the action taken

Annual Quality Assurance Report has been placed in the management Committee meeting being held regularly.

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	10	NIL	NIL	NIL
PG	06	-	08	-
UG	03	02	03	02
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	19	02	11	02

Interdisciplinary				
Innovative				

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

Course	Core options	
B.Sc. (Maths)	1. Physics, Chemistry, Maths	2. Physics, Statistics, Maths
	3. Physics, Computer App., Maths	4. Computer App., Statistics, Maths
	5. Industrial Chemistry, Chemistry, Maths	
B.Sc. (Bio)	1. Botany, Chemistry, Zoology	
B.A.	1. Hindi, Pol. Sc., Sociology	2. Hindi, Pol. Sc., Economics
	3. Hindi, English, Pol. Sc.	4. Hindi, Economics, Sociology
	5. Hindi, Pol. Sc., History	6. Hindi, English, Sociology
	7. Hindi, English, History	8. English, Economics, Sociology
	9. English, Drg. & Ptg., Psychology	10. English, Economics, Psychology
	11. English, Pol. Sc., History	12. English, Economics, Drg. & Ptg.
	13. Pol. Sc., Economics, Psychology	14. Pol. Sc., History, Drg. & Ptg.
	15. Economics, Drg. & Ptg., Psychology	

Course	Elective options	
M.Sc. Botany	NONE	
M.Sc. Chemistry	1. Inorganic Chemistry	2. Organic Chemistry
M.Sc. Maths		
M.Sc. Physics	1. Electronics	2. Nuclear Physics
M.Sc. Statistics		
M.Sc. Zoology	1. Fish and Fisheries	2. Entomology

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17 (03+06+05+02+01)
Trimester	
Annual	07

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

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

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

Semester system has been initiated in LL.B. Course in the session 2014-15.

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

Recognizing the need of the day and to meet the challenges of future, the absence of commerce and Fine Arts Departments was being felt and efforts were made in this direction. As a result B.Com. and B.F.A. courses are introduced in the college in the current session.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	56	26	25	-	5

2.2 No. of permanent faculty with Ph.D.

42

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	02	-	-	-	-	-	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest faculty	--	Visiting faculty	--	Temporary faculty	68
---------------	----	------------------	----	-------------------	-----------

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	10	16	00
Presented papers	02	27	00
Resource Persons	01	03	01

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

- **Use of overhead and LCD projector**
- **Providing field experiences by organising academic visits to Science labs, National Institutes, Art Gallery and IITF etc.**
- **Conducting classroom debates, Quiz and Class seminar.**
- **Promoting use of e-learning resources.**
- **To organize the science exhibitions and Arts exhibitions.**
- **Mock Trial of Moot Court.**

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

177

2.8 Examination/ Evaluation Reforms initiated by the Institution

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

- | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> 1. Examination and evaluation reforms have been initiated at University level. 2. Central Evaluation. 3. Bar Coding. 4. MCQ pattern for final year students at U.G. level and for even semester students at P.G. Level. |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop	01 (BOS)	01 (RDC)	-
-------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------	----------	---

- **Dr. Chatar Singh, BOS convener (Head, Department of Physics)**
- **Dr. Chatar Singh, RDS convener (Head, Department of Physics)**

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage **only final year results** are given :

S.N.	Course	Total no. of students appeared	Division				Pass %
			Distinction %	I %	II %	III %	
1	B.A.	335	--	5	26	25	85.37
2	B.Sc. (PCM + CBZ)	345	5	28	67	3	98.26
3	B.Sc. Biotechnology	28	--	7	18	--	89.28
4	BBA	46	--	29	17	--	97.83
5	BCA	86	--	76	5	--	94.19
6	B.Com.	178	--	--	--	--	52.35
7	B.F.A.	6	100	--	--	--	100.00
8	LL.B.	210	--	12	56	--	68.09
9	B.Ed.	47	6	47	40	7	93.61
10	M.Sc. Physics	15	13	93	7	--	100.00
11	M.Sc. Chemistry	16	25	75	25	--	43.75
12	M.Sc. Botany	14	14	50	50	--	100.00
13	M.Sc. Zoology	15	--	67	33	--	100.00
14	M.Sc. Maths	39	13	95	5	--	100.00
15	M.Sc. Statistics	13	69	100	--	--	84.61
16	M.Sc. Biotechnology	22	--	22	--	--	100.00
17	M.Sc. Microbiology	23	--	14	--	--	60.86
18	M.Sc. Biochemistry	--	--	--	--	--	-
19	M.A. English	67	--	45	19	--	97.62
20	M.A. Economics	69	--	9	2	6	89.29
21	M.A. Sociology	15	--	44	20	3	76.60
22	M.A. Psychology	15	--	9	6	--	37.50
23	M.A. Drg. & Ptg.	24	--	24	--	--	100.00

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

- Encouraging faculty members for participation in faculty development programs.
- Promoting usage of e-resources in teaching.
- Evaluation of Teachings and learning through feedback from outgoing students.
- Meeting of IQAC and HOD's are held to seek suggestions and plan for improvement in teaching and learning.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Any Others	18

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	40	08	--	02
Technical Staff	66	12	--	04

Criterion – III

3. Research, Consultancy and Extension

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

- To provide high speed internet connectivity and upgrade existing Wi-Fi facility.
- To encourage faculty members to take up minor/major projects and establish research collaborations.

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	12	08	00
Non-Peer Review Journals	00	09	00
e-Journals	03	00	00
Conference proceedings	01	04	00

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	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. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from - **N.A.**
 UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds
 3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		NIL			
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 Management of University/College
 Total

3.16 No. of patents received this year

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

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
00	Nil	Nil	Nil	Nil	Nil	Nil

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

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: **NIL**

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

\

3.25 No. of Extension activities organized

University forum

College forum

NCC

NSS

Any other (Rovers)

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

- Jagrookta Rally for “Clean India Drive” by Rover and Ranger units of the college.
- College co-ordinated with other institutions of the city and District Administration for Peace March for Communal Harmony on 07.09.2014.
- Making the Youth responsive to the affairs of National and Global importance such as “Green House Effect”, “Female foeticide”, AIDS, “Say No to Drugs” through posters and models in science exhibition at college level.
- Contributing in 7 day camp as “Police Mitra” organised at Shiv Chowk for Kanwar Seva.
- Plantation in the college Campus on 07 Feb’2015.
- Legal camp at college levels to aware the society through students.
- International day of Disaster Reduction on 13 Oct’2014 to maintain Ecological Balance.
- International Yoga Day Celebration on 21 June’2015 by NCC Students.
- **Rover Vijay Kumar selected for “Rajyapal Puraskar” at State level.**
- Essay Competition on “National Integration” Jana Mana Gana Week on 19 Jan’2015 to 25 Jan’2015.
- Sensitizing the Youth about Cultural Heritage through SPIC-MACAY.
- Students of Drawing and Painting contributed in community Development by making paintings on the site of Smart Village (Rasoolpur) adopted by our honourable MP and place of Pilgrimage Shukratal.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities		Existing	Newly created	Source of Fund	Total
Campus area		11.4 acre + 3.84 acre	-	College Resources and UGC grant	-
Class rooms		59	-		59
Laboratories		45	-		45
Seminar Halls		04	-		04
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Smart Boards	-	05		05
Value of the equipment purchased during the year (Rs. in Lakhs)		321.19	6.15		327.34
Others (Furniture, Generation, water purifier, fire extinguisher, etc.)		147.07	11.74		158.81

4.2 Computerization of administration and library

- Computerized preparation of Salary bills.
- Accounts are maintained with Tally software.
- Admission process, filling of examination forms and scholarship are ONLINE process through college, university and U.P. Govt. Websites i.e. www.davcollegemzn.org, www.ccsuonline.in and www.scholarship.up.nic.in respectively.
- Use of computers in data storage in administrative and library section is in progress and will be completed.
- Computerised processing of examination.
- N-LIST and EDUSAT facilities are available.
- Wi-Fi enabled campus.

4.3 Library services:

		Existing		Newly Added		Total	
		No.	Value	No.	Value	No.	Value
Text Books	Central Library	97462	7,10,857.00	502	1,35,304.00	97964	8,46,161.00
	Biosciences	1997	6,02,447.00	0	-	1997	6,02,447.00
	BBA/BCA	7250	17,35,745.00	956	3,00,389.00	8206	20,36,134.00
	MA	2987	6,64,136.00	0	-	2987	6,64,136.00
Reference Books	Central Library	154	52,300.00	0	-	154	52,300.00
	Biosciences	143	1,73,457.00	0	-	143	1,73,457.00
	BBA/BCA	3791	-	19	-	3810	-
	MA	235	4,22,396.00	0	-	235	4,22,396.00
E-Books							
Journals		18	46852.00	2	5000.00	20	51852.00
e-Journals							
Digital Database							
CD & Video							
Others (Specify)							

* (Data mentioned from session 2008-09 onwards)

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Comp. Centres	Office	Departments	Eng. Lang. Lab.	EDU SAT
Existing	177	06	Wi-Fi networking with FTTH Optical Fibre	01	01	07	165	05	01
Added	02	-		-	-	02	-	-	-
Total	179	06		01	01	09	165	05	01

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

- Smart Boards installed in Science departments.
- Wi-Fi Internet Connectivity with FTTH Optical Fibre and Wi-Fi networking upgraded from 2.2GHz to 5.8 GHz with (UBNT ROCKET-M5) and 5 paired 7 GHz CPF-UBNT NS M-5 networking secured with unified threat management appliance (Firewall).

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.59
ii) Campus Infrastructure and facilities	48.35
iii) Equipments	6.15
iv) Others	11.74
Total :	67.83

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC recommended to establish

- To provide details of subjects offered, fee structure etc. on college website.
- To arrange lectures and workshops related to communication skills and personality development.
- To provide complaint boxes at various places in campus so that the students feedback may be obtained and their problems may be attended.
- To arrange more remedial classes for weak students.
- To conduct more career oriented lectures.

5.2 Efforts made by the institution for tracking the progression

- Alumni meet was organised on the recommendation of IQAC.
- A link has been created on the college website for old students to register themselves.
- Meeting held with HOD's to suggest and make effort for tracking the progression in respective departments.
- Detailed reports of the departmental achievements are sought.
- Faculty of concerned department remain in touch with the old students and their achievements.
- Feed back from the students is obtained where they can give suggestions for the betterment.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
3924	773	12	--	4709

(b) No. of students outside the state

15

(c) No. of international students

NIL

	No	%
Men	2424	51.61

	No	%
Women	2273	48.39

	Last Year (2013-14)						This Year (2014-15)					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
Aided courses	1084	844	-	1573	05	3506	1421	661	-	1520	06	3608
SFC	298	276	-	467	-	1041	323	255	-	510	01	1089
Total	1382	1120	0	2040	05	4547	1744	916	0	2030	07	4697

Demand ratio - 4 to 18 in Different Disciplines

Dropout %

9.5%

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

- Teachers guide individually in department to PG students for NET and competitive examinations.

No. of students beneficiaries

20% to 50% of total PG students.

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	--	GATE	01	CAT	
IAS/IPS etc		State PSC		UPSC		Others	02

5.6 Details of student counselling and career guidance

- Campus Interview by the Company “Radhika Biomedicos” was organised on 11 June’2015 and 22 students got selected.
- Lecture on Career Guidance by Dr. Meenakshi and Dr. Sarvjeet Singh from IPM, Meerut on 25 Feb’2015.
- Most of the teachers take initiative individually to guide the students about career options or through Career Guidance Cell.
- Relevant notices are displayed on departmental notice boards.
- Workshop on Communication Skills and Personality Development was organised on 26 May 2015.

No. of students benefitted

300

5.7 Details 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
--	--	--	60

5.8 Details of gender sensitization programmes

- Such issues are addressed in national day celebrations, Rovers and Rangers and NSS Camps.
- Various skits and short plays were focussed on “Girl Child Education” and “Gender Quality” in Open Theatre under the banner of Youth Week “Chetna”.
- Strengthening proctorial board to deal with cases of violence or sexual harassment by involving more female members.

5.9 Students Activities

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

State/ University level

20

National level

06

International level

NIL

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	--	--
Financial support from government	3079	12693970.00
Financial support from other sources	2	400000.00 app
Number of students who received International/ National recognitions	--	--

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 major grievances are either related to admissions or examinations which are redressed at college level or forwarded to university as and when required.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p>VISION</p> <p>To enrich available human resource with scholastic proficiency and human values.</p> <p>MISSION</p> <p>i. To impart quality education in realms of Science, Arts, Law, Education, Management and Computer Science, catering to local needs.</p> <p>ii. To produce skilled and concerned citizens employable at state, national and global level with novelties.</p> <p>iii. To develop a holistic culture where personalities of youth are moulded to grow with professionalism, humanism and social responsibility, through curricular academic and co-curricular activities.</p>

6.2 Does the Institution has a Management Information System

MIS has been applied to

➤ **Admission of students**

- The admission procedure and fee structure are given in college prospectus.
- The admission procedure is fully transparent and available on university website also.
- On the college website www.davcollegemzn.org the information about admission procedure, merit list and fee structure are displayed. The required information can also be sought from the college enquiry office.

➤ **Examination procedure**

- Being an affiliated college of C.C.S. University, Meerut the institution complies with the rules and regulations of the university, but all the internal processes in the examination section e.g. preparation of seating plan, invigilation duties plan are computerized.
- The administrative staffs of examination section comprise Senior Superintendent, Additional Superintendent, Assistant Superintendent, Class III employees and peons.
- The examination related documents i.e. examination forms, admit cards, roll list, etc. are available on university website www.ccsuonline.in.

➤ **Administrative procedures and finance**

- For smooth functioning of the college, a well defined administrative setup exists.
- The Principal as head of the institution is in the driving seat of all the administrative and academic affairs in the college.
- The administrative officers act as a link between Principal and staff members in day to day administration.
- Every department is headed by a senior professor entrusted with the administrative and academic responsibilities of that department.
- Various committees are formed comprising senior and experienced members of the staff to organise / initiate the activities throughout the year.
- Preparation of Salary bills is computerized and Accounts are maintained with Tally software.
- Scholarship is online process through state govt. Website www.scholarship.up.nic.in.

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

6.3.1 Curriculum Development

Being affiliated college of C.C.S. University, Meerut.

- The curriculum designed by the university (unified at state level) is followed.
- Most of the syllabi incorporate practical and professional concepts to keep students competitive.
- The teachers involved in curriculum development suggests in B.O.S. meeting on the basis of feed back taken from students.

6.3.2 Teaching and Learning

- Along with interactive classroom teaching various modern methods of teaching (LCD projector, PPT presentation) are adopted to create interest of the students.
- For the continuous and comprehensive evaluation of the students different patterns like objective tests, assignments, seminars and viva-voce are adopted.
- Vigilance on attendance and academic calendar.

6.3.3 Examination and Evaluation

- Internal exam of U.G. level introduced in the session.
- The college follows the annual system at U.G. level and semester system at P.G. levels.
- C.C.E. of the students is ensured through tests assignments, seminars and viva-voce.
- Grievance Redressal for evaluation is provided by the university.
- At P.G. level mid-term internal exams and external exam at the end of semester are held making equal contribution of internal and external examiner's i.e. 50%.

6.3.4 Research and Development

- Teachers and students are involved in Research and Development while PG students are guided for their research based submissions.
- Departments are equipped with internet in order to facilitate research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Institution has N-LIST and EDUSAT facility.
- Separate reference section is available in library.
- Every PG Department has their separate library so that the students can visit library regularly.
- Proper sitting space for students with photocopying facility.

6.3.6 Human Resource Management

- Well administrative setup for smooth functioning of the college.
- Every teaching department is headed by a senior faculty member entrusted with the administrative and academic responsibilities of the respective department.
- The Principal as head of the institution remains in the driving seat of all academic and administrative affairs of the college.
- Every staff member is accommodated in suitable portfolio in the interest of the institution.

6.3.7 Faculty and Staff recruitment

- Faculty recruitment is done by State level H.E.S.C. Allahabad.
- In Self Finance Courses offered by the college and on vacant posts the faculty members are recruited as per UGC norms and directives of Directorate, Higher Education, U.P. Government.
- Non-teaching staff recruitment takes place from time to time by the Management Committee.

6.3.8 Industry Interaction / Collaboration

- Only informal collaborations are initiated with localized industries.
- Few guest lectures of industrialists / scientists are organised.

6.3.9 Admission of Students

- Admission process is well communicated through newspaper advertisement.
- Admissions are done on merit basis and the whole process is fully transparent.
- Registrations for admission in all the affiliated colleges are accepted online, by the university.
- All the information related to admission is displayed on university website and notice boards.
- Reservations policies are followed strictly, as per rules laid down by state government.

6.4 Welfare schemes for	Teaching	T.W.F.	--
	Non teaching	E.W.F.	
	Students	Poor Boys Fund / S.W.F.	

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	Given below at s.n. 1	Yes	College authorities
Administrative	Yes	Given below at s.n. 2	Yes	Managing Committee
Accounts	Yes	Given below at s.n. 3	Yes	Chartered Accountant appointed by Managing committee

- 1) Every year Annual Reports submitted to NCTE and Bar Council of India and CCS University, Meerut.
- 2) Institution is ISO 9001:2008 certified by I.Q.M.C.
- 3) A.G., Allahabad, D.H.E., Allahabad, Local funds office.

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Restriction on additional supplements to main answer book.
- Bar coding at Answer Books, central evaluation at university level.
- Introduction of MCQ pattern in final year examinations.
- Examination results are made available at University website.

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

The University forwards the proposal offered by the affiliated college.

6.11 Activities and support from the Alumni Association

- Interaction with present students and teachers.
- Feedback from alumni helps to improve curriculum development.
- The interaction with Alumni motivates the students to achieve their goals.

6.12 Activities and support from the Parent – Teacher Association

- Informal parent teacher meetings at departmental level are held.
- In addition to the resolution of individual problems of students, issues related to improvement in institution and policies for benefit of students are discussed.

6.13 Development programmes for support staff

- Participatory contribution in various committees as member.
- Health check up Camps are organised occasionally.

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

- For Good ventilation large sized windows are fitted in class rooms.
- CFLs are installed at various places to minimize the expense of electricity.
- Proper plantation in campus.
- Natural water harvesting to recharge bore wells.
- Team of gardener's works on campus beautification.
- No major carbon release and minor release are neutralized by the greenery in the campus.
- No major e-waste is generated.

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.

- Mock trial of Moot Court.
- Seminar on communal harmony is organized to disseminate fraternity and brotherhood.
- Sensitising faculty and staff for holistic development of themselves and students.
- Organised Learner centric programmes through Youth Week “Chetna”.
- Celebration of International Day on Disaster Reduction on 13 Oct’2014 by NCC students.
- Celebration of International Yoga Day on 21 Jun’2015.

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

- Guest Lectures/Workshop were organized.
- Upgradation of laboratories and library
- Smart Boards were installed in science departments for PG classes.
- Participation in community oriented programme by faculty and students.
- Career awareness/guidance programs were organised.
- Up-gradation of existing Wi-Fi network in FTTH optical fibre connectivity.
- Academic visits and tours were organised.

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

- As a contribution to National Development the students are sensitized towards cultural heritage through SPIC-MACAY programs (Annexure-02)
- “Legal Aid Clinic” is being run by the Law students of the college (Annexure-03).

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

7.4 Contribution to environmental awareness / protection

- Through NSS programmes environment awareness is created.
- Debates and Seminars are organized on related topics in Youth Week “Chetna”.
- The practices are adopted by the college to make the students susceptible to environment.

7.5 Whether environmental audit was conducted? Yes No

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

- Infrastructural facilities are enriched by Gensets, Water Borewell.
- Most of the teaching / Non-teaching staff is young and enthusiastic enough to take up the challenges before them and the institution.
- Rover Vijay Kumar has been selected for “Rajyapal Puraskar” at state level.

8. Plans of institution for next year

- To provide fee-structure, facilities and subject details and attendance of students on website.
- To process salary software.
- To conduct induction program for new entrants of all the classes necessarily.
- Staff meeting to seek co-operation for NAAC visit.
- To introduce some new academic courses.
- To install fixed projector in Conference room and Auditorium.
- To make various activity clubs in the college to develop learner centric environment for providing quality education.
- To channelize the academic plans for promoting a quest for academic excellence of the institution.
- Computerization of students support systems.
- To conserve water in campus, water recharge pits must be constructed at some places on the waste ground.

Name Dr. Savita Sharma

Name DR. P. K. SAXENA



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

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-01

DAV COLLEGE, MUZAFFARNAGAR ACADEMIC CALENDER OF THE COLLEGE (SESSION 2014-15)

July-August :

- Meeting of Admission Committee.
- Admission of U.G. Classes-I Year following transparent procedure.
- Renewal of UG II and III Year.
- New Admission of PG-I Semester and Renewal of PG III Semester.
- Meeting of IQAC.
- Meeting with HOD's with their plans for session.
- Meeting with Proctorial Board/Anti Ragging Committee.
- Celebration of Independence Day.
- Submission of prospective plans of IQAC.
- Classes starts.

September-October :

- To undertake several extension activities such as celebration of Jayanti's/NSS/Rovers-Rangers and NCC Activities.
- Meetings of various college level associations/Committees with the Principal.
- 1st Internal Exam of P.G. Classes.
- Date wise proposal of Youth Week.
- NCC Camp as per calendar provided by 82 UP Bn NCC.
- Uploading of Class Attendance of College website.
- Selection of teams for various games.

November-December :

- Remedial Classes for weak students identified.
- Youth Week Celebration.
- NSS One day camps, Seminars on current issues.
- Filling of Examination forms.
- U.G. Internal Examinations.
- 2nd Internal Exam of P.G. classes.

January-February :

- 1st and 3rd Semester exams.
- Republic Day Celebration.
- Guest lectures/Seminars.

- Special classes for preparation of competitions at Departmental level.
- Classes of 2nd and 4th Semester Start.
- 7 Days NSS Camp.
- Moot court trial.

March-April :

- Career Awareness programs i.e. career counselling/Campus interviews.
- Practical exams of UG classes.
- Theory Exams of annual system courses starts.
- Uploading of Attendance.
- Feedback from the outgoing students.

May-June :

- IQAC meetings.
- Meeting with HOD's to encourage faculty for applying sponsored seminars/Research projects.
- Updating of Teachers Self appraisals.
- Practical/Viva Voce of Examination of PG students as per university directions.
- Completion of University Annual System Exams and Central Evaluation starts.
- Starting of University Semester Exams.
- Summer Vacation starts.
- In addition to this promotion of quality assurance in academics and administrations along with infrastructure development is a continuous process and take place throughout the year.

Annexure-02

Title : Engaging with the Indian Heritage through SPIC MACAY

Goal : It has been felt that the younger generation seems totally oblivious about the beauties and richness of our cultural heritage. The Society for the Promotion of Indian Classical Music And Culture Amongst Youth (SPIC MACAY) was introduced in D.A.V.College, Muzaffarnagar more than 25 years back to enrich the quality of formal education by increasing awareness about different aspects of Indian heritage and inspiring the young mind to imbibe the values embedded in it with a hope that the beauty, grace, values and wisdom embodied in these arts will influence their way of life and thinking and inspire one to become a better human being.

The Context : It is all very well to celebrate the modern day achievements of science and technology which is largely the gift of the west to the rest of the world. It has tremendously added to our material well-being. But we are, at the same time, losing touch with those things which makes our lives meaningful and worth living. Our education system has also not done much to stem the tide of deculturation. Globalisation and consumerism too have contributed to our youth getting cut off from their cultural roots. Cultural bigotry has posed new challenges faced by our society.

Therefore the need was felt to go to the schools and colleges with the best that our culture can offer. The top most artists of national and international repute and proven credentials were approached to perform and interact with the students.

The Practice: In order to expose students to various parts of our heritage,the students are given orientations through weekly meetings. The artists of national and international (we have a list of such artists who have one national awards) are invited to perform before the students and interact with them. Lec-dem, Fest and Virasat series are organised for them which include performances of classical vocal, instrumental, classical dance, folk music and dance, theatre and cinema classic. The students are involved in organising these programs at various levels. They visit other institutions for the same purpose and involve their students to spread the movement all around. The students and teachers of the college help organise bigger events like state, national and international conventions. In the year 2013 the students and teachers of the college actively participated in the SPIC MACAY International Convetion held at IIM Calcutta, in 2014 in IIT Madras, and in 2015 in IIT Powai, Mumbai.

The teachers of the college have been the part of the National Executive and have been shouldering the responsibility at National – International level.

The teachers and students helped organise at Rural School Intensive at a nearby school which hosted nearly 300 students for 5 days and nights exposing them to gurukul like experience.

Evidence of Success : Success in this field is difficult to quantify because our work is more or less in the intangible domain. But the students who get involved even as an audience or spectator come out with a changed outlook about our classical heritage. A large number of volunteers have passed out from the college hopefully as changed persons.

The teacher and student volunteers of the college have created an impact in the city and the surrounding areas by organising various activities. At our instance, many institutions have formed heritage clubs and made such activities a regular feature.

The volunteers of the college have been shouldering the responsibilities at the state, national and international level as member of the national executive, coordinators of different activities. The unique Gurukul Anubhav Scholarship Scheme is being successfully coordinated by the volunteers of the college. The inspiring gurus from different fields like H.H. The Dalai Lama, Smt. Aruna Roy, Pt Hariprasad Chaurasia, Pt Birju Maharaj and many others are giving them opportunity to teach in Guru-Shishya parampara,

Problems Encountered and Resources Required: Despite zero overhead expenses we keep facing the resource crunch which hampers our activities. The big gaps between the programs affects the impact. We have yet not been able to organise the week long virasat due to lack of funds. We would like to increase the number of workshops in and around the institution. We have not been able to host state convention which could have drawn the attention of the society at large for the preservation and promotion of our heritage. Without the involvement of the entire society the volunteers will only be fighting a losing battle.

Annexure-03

Title of the Practice is “Legal Aid Clinic”

1. Goal

To run the legal aid clinic as part of the curriculum for LL.B. classes as directed by the “Bar Council of India”. Running this activity in the college enriches the knowledge of the students and their exposure relating to various legal problems of the society particularly for the weaker section of the society. The people coming from the rural area are also benefitted with the practice.

2. Context

Legal Authority Act 1987 provides for establishment of “Legal Aid Clinic” in each and every law study centre and Institute as well as colleges. Supervision of the “Legal Aid Clinic” may be executed by the judicial authorities of the “District Legal Authority Tribunal”. District Legal Authority Tribunal may form a team of students which can be assigned a task of providing legal assistance to the various members of the society in various institutions and offices such as Registry office, R.T. office, etc. Students also develop the skills of acting as arbitrator and conciliator. For evaluating the skills of the students it is also included as practical exam in the syllabus of LL.B. by the Bar Council of India.

3. The Practice

To implement the practice of providing legal aid, the students from the final year are selected as per their nominal roles for the formation of the group of the students to assign the time schedule and responsibility to attend the legal aid clinic. The college has allotted a room at prime location for the legal aid clinic so that the victims / legal advice seekers may approach the clinic easily.

The students sit in the clinic after attending their theory lectures. They attend the legal aid seekers and listen to their problem carefully. Then legal advice as per their knowledge is provided and they are assured to find the best possible solution to their legal complexities associated with their problems. The pros and cons of the action to be taken are also suggested to help them in taking the better decisions.

In addition to this the legal camps are organised by the students in rural areas in each session, so that the people may become aware of the legal aid clinic and the last row of the community may also get benefitted. It also helps the community to entrust the students and share their problems easily with them. This practice not only fulfils the function of providing legal advice but also make the students socially responsible.

4. Evidence of Success

This practice has certainly enriched the knowledge of the students as well as their professional skills. This practice also enhanced the exposure of the students in the society. The confidence level of the students is elevated and they become self reliant in handling the

professional issues in practical life independently. This also helps students in tackling the clients especially in developing the skill of interviewing which is very necessary to be a successful lawyer. It also motivates the other students not only the juniors but also the peer group to serve the community in their neighbourhood by providing their legal opinion to them on various general issues. The feedback provided by the students after providing their advice and support to the needy reflects their successful endeavour in terms of their confidence and satisfaction to serve the society in addition to the clarity of subjects attained in their minds.

5. Problems encountered and Resources required

One of the main problems encountered in maintaining the practice is the non-availability of sufficient funds for organising the outdoor camps. The regularity of the students also hampers the smooth run of the practice as the students get admission in LL.B. after completing his / her graduation. Approaching to the completion of his LL.B. degree (i.e. in the final year) they get engaged somewhere else also for their earnings and efforts to become independent as early as possible.

It is not a general trend in society to go to legal aid clinic due to lack of the awareness about such facility.

However these problems are managed somehow by the teachers by motivating the students to work despite obstructions in their way to service as well as learning by experimenting.

6. Notes

As the practice is expedient to students as well as society and is appreciated by the visiting guest speakers to the college it is felt by the stakeholder that such practice should be followed in every institution.

±