

## The Annual Quality Assurance Report (AQAR) of the IQAC

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

AQAR for the year (for example 2013-14)

2012-13

#### I. Details of the Institution

1.1 Name of the Institution

SPRINGDALE COLLEGE OF MANAGEMENT  
STUDIES, PILIBHIT

1.2 Address Line 1

MADHOTANDA ROAD

Address Line 2

NEAR RAILWAY CROSSING

City/Town

PILIBHIT

State

UTTAR PRADESH

Pin Code

262001

Institution e-mail address

scmspbt@gmail.com

Contact Nos.

0921940173

Name of the Head of the Institution:

Mrs. Saroj Jagota

Tel. No. with STD Code:

9219401731

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCN 18879)

**OR**

1.4 NAAC Executive Committee No. & Date:   
(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:

Web-link of the AQAR:

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>+</sup>	2.36	2012	2017
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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 \_\_\_\_\_ (DD/MM/YYYY)4
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (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)

BCA

1.11 Name of the Affiliating University (for the Colleges)

MJP ROHILKHAND UNIVERSITY,  
BAREILLY

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="03"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text"/>
	<input type="text" value="10"/>

2.11 No. of meetings with various stakeholders: No. 07 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

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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
Seminars and workshops, interdisciplinary lectures, Value based activities, Enhancement of Computer facility free internet facility, Approach to students	Improve the practice teaching, 100% academic result. Thinking social and emotional enhancement of students.

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

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### 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				
PG				
UG	01+02=03			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	01			
Others				
<b>Total</b>	04	-	-	-
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01+02
Trimester	-
Annual	01

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.

##### 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	Others
	08	08	-	-	-

2.2 No. of permanent faculty with Ph.D.

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
	08	-	-	-	-	-	-	-	08	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

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

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

First learners are given extra challenging worked assignments to utilize their talent and intelligence level while slow learner are given due consideration in the form of remedial classes. Different educational journals, newspapers, magazines in encyclopaedia and course book are provided in the library to provide latest information of the surroundings.

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

2.8 Examination/ Evaluation Reforms initiated by 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

2.10 Average percentage of attendance of students

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.Ed.	100					
Theory	98		62	36	-	100%
Practical	98		98	-	-	100%
BBA	354 (02 sem)		176	132	38	
BCA	113 (02 sem)		58	34	02	

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

Our Institution makes proper forecasting and planning for all the curricular and Co-curricular activities in advance. The aim of the institution is to give quality teacher training to the pupil teachers and evaluation the achievement of our aim and various other objectives.

- Meeting of academic advisory board the various goals and achievements are planned and that are included in the academic calendar at the beginnings of the session.
- Assignment and projects are given to the students to make them resourceful.
- Home examination are organised to check their timely progress and status of learning.
- Seminars are also organized to develop the expressive and communication power of the students.
- Feedback is also taken from the students and their suggestion are welcomed to improve the academic environment of the institution.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	08
UGC – Faculty Improvement Programme	-----
HRD programmes	-----
Orientation programmes	05
Faculty exchange programme	-----
Staff training conducted by the university	-----
Staff training conducted by other institutions	-----
Summer / Winter schools, Workshops, etc.	02
Others	03



#### 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	16	-	16	-
Technical Staff	04	-	04	-

### Criterion – III

### 3. Research, Consultancy and Extension

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

NO
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#### 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	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

#### 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.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

Type of Patent	Number
National	Applied
	-

3.16 No. of patents received this year

	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
-	-	-	-	-	-	-

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:

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

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

## 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	01 acre			
Class rooms	20			
Laboratories	6			
Seminar Halls	2			
No. of important equipments purchased ( $\geq 1$ -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

Tech Sawy approach is followed

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2700	264600	200	19600	2900	284200
Reference Books	800	92000	71	8165	871	100165
e-Books						
Journals	4	2440	8	4880	12	7320

e-Journals	7	2100			7	2100
Digital Database	20				20	
CD & Video	197	31818			197	31818
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	50	1	Yes	Yes	Yes	Yes	Yes	Yes
Added								
Total	50	1						

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

**Training on the use of computers was organized for all non-teaching staff to the college. The main attraction of the training was on the use of MS Office, Software used for the admission process and internet service.**

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

214473/-

ii) Campus Infrastructure and facilities

1223671/-

iii) Equipments

139705/-

iv) Others

85490/-

**Total :**

1663339/-

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

**The institution has a provision of collecting information and suggestion from the students through feedback Performa. Alumni Association has been formed and meetings are organized in which college's achievements are discussed and suggestions for further improvement in the functioning of institution are welcomed to bring overall improvement in the overall environment. The institution has the provision of suggestion box in the campus. The help of student's representatives are also taken to know about the causes of student's dissatisfaction of various process of the institution.**

5.2

**The institute seeks and uses data and feedback from its alumni, employers and students teacher's about the curricular aspects, environment and programmes of the institution. The institute analyses and feedback and utilizes their valuable suggestions and implement them to perform better in the future.**

Re

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
100			

(b) No. of students outside the state

No

(c) No. of international students

No

Men	No	%	Women	No	%
	45			55	

	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
B.Ed.	34	18		48	0	100	24	16		60	0	100
BBA	26	17		30		73	41	83		57		181
BCA	17	05		24		46	23	20		21		64

Demand ratio

Dropout % 0

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

Yes (Extra-Time coaching)

No. of students beneficiaries

15

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Students are provided proper guidance and counselling which increase their confidence and motivate them. Personal Guidance is given to the student for their individual problems. Vocational guidance is also given to the student to provide information regarding the choice of subject in which maximum job opportunities are available, training for particular course etc. Educational guidance for further study and higher courses is given to the students. They are informed about the eligibility, scope and importance of higher courses.

No. of students benefitted

98

### 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
03	55	15	20

### 5.8 Details of gender sensitization programmes

A women cell is established in college to cater the needs of the girls students and the problems related to gender issues. Various activities like women day celebration speech and debate competitions on the issues related to women, gender decimation, girls child feticides women empowerment and held under the patronship of the cell.

### 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		

Financial support from government	48	
Financial support from other sources		
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: Yes No: 07

## Criterion – VI

### 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

No Program of action can succeed unless it has vision, will, facilities and other quality inputs to transcribe its objectives into reality. The vision of the institution is “Value based quality education for attaining self-sufficiency, character building and to produce efficient teachers to contribute in the development of society and nation”.

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

The curriculum prescribed by the Apex bodies has the provision of Environmental education, value education and ICT as compulsory and optional subjects. Besides this the college also timely organises.

6.3.2 Teaching and Learning

Efforts are put in to stimulate the academic environment for promotion of quality in

6.3.3 Examination and Evaluation

Unit Test, Internal Exam, Assignment



6.3.4 Research and Development

6.3.5 Library, ICT and physical infrastructure / instrumentation

Update latest journals, update ICT Lab by equipments, well maintained building & Furniture.

6.3.6 Human Resource Management

The faculty of the institution is also motivated and encouraged to attend various programmes of professional growth and development, improve academic records as per their interest and working areas. Students feedback on teacher's performance is also given due consideration and to guide the faculty members to identify his academic weaker and stronger area.

6.3.7 Faculty and Staff recruitment

Approved & renewal faculty by University , Guest Lecture, Lecture by subject expert.

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

Through Entrance Exam, Seat Allotted by University.

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

3019300

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	C.A.	Yes	Principal
Administrative	Yes	C.A.	Yes	Director

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?

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

6.11 Activities and support from the Alumni Association

Every year Alumni association of the college organize an annual meet. As the usual practice, this year also it organized get together. The Alumnus performed various cultural programmes on the stages.

6.12 Activities and support from the Parent – Teacher Association

Parents – teacher Association plays a effective role to improve the personality of students.

6.13 Development programmes for support staff

This year also the provision for the free internet facility to students is continued. The college every year conducts an IT Programme with a view to maintain IT Literacy in the Campus.

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

Plantation, Awareness towards eco friendly environment among students & staff through debates, chart competition, cultural programmes.

## 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.

**To Update all relevant documents of the Departmental activities. To update the resume all faculty members and personal files. To finish the maintenance of various buildings and beautification process of the garden during vacation itself. Infrastructure growth and future requirement, library and computer facility. Proper forecasting and planning for all the curricular and co-curricular activities in advance<sup>3</sup> give quality teacher training to the pupil teachers**

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

**The principal and management holds meeting with staff on the regular interval regarding the educational environment, check the academic progress of students sessional tests, house examination and time to time seminars are organized provision of getting valuable suggestions in the form of feedback from the alumni to improve the quality of academic and administrative activities, Teaching faculty fill their self appraisal Performa to check their own progress.**

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

In our Institution a new and effective method of learning is performed in the form of Interdepartmental seminars. For this seminar the relevant topics of the syllabus of both the programmes and displayed on the notice board in the form of the list and the students select the topic of their own interest by consulting the teaching faculty.

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

- 7.4 Contribution to environmental awareness / protection

Rellies, Plantation, Remove Polythin campaign

- 7.5 Whether environmental audit was conducted? Yes  No

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

We have decided to expend the computer facilities. Necessary steps to be taken for upgrading the website of the college with provision for submitting application forms for admission. The activities of the career guidance and placement cell, with a view to enrich the confidence of students.

### 8. Plans of institution for next year

Organize more seminars and workshops for improve students personality and knowledge as well as for faculty. Planning to start welfare schemes for students and staff.

Name \_\_\_\_\_

Name \_\_\_\_\_

— ✓ \_\_\_\_\_

— ✓ \_\_\_\_\_

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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### 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

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