

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)

2013 - 14

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.

09219401731

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. MHCOGN 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 st Cycle	B ⁺	2.36	2012	2017
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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 _____ 2012-13 _____ (DD/MM/YYYY)
- 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)

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="03"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="34"/>
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="46"/>
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

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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. 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.

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, Values of Educational seminar, Enhancement of Computer facility free internet facility	Improve the practice teaching, Improvement in handling the problem of civil difference, 100% academic result.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Establishment of Placement Cell, Visit by faculty members to different colleges. Organised workshops and seminars.

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	03			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate	01			
Others				
Total	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	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.

02

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

0

0

3

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 on cyclopaedia 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 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Bar Coding, Unit Test, Assignment

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 76.45 %

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.	Theory-94	22	62	29	3	100%
	Practical-94	-	94	-	-	100%
BBA						
BCA						

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	06
Faculty exchange programme	-----
Staff training conducted by the university	-----
Staff training conducted by other institutions	-----
Summer / Winter schools, Workshops, etc.	03
Others Seminar/ Paper Presentation	02

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

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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

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

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			01 Acre
Class rooms	20			20
Laboratories	06			06
Seminar Halls	02			02
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

The free internet service for all students is implemented in this year onwards. A separate room for faculty members for the use of internet facility is also opened. New Photo copy machine were also installed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2900	284200	335	26800	3235	311000
Reference Books	871	100165	94	9400	965	109565
e-Books						
Journals	12	7200	6	3600	18	10800
e-Journals	7	2100	-		7	2100
Digital Database	20		1		21	
CD & Video	197	31818	9	1125	206	32943
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	50	01	Yes	Yes	Yes	Yes	Yes	
Added								
Total	50	01	Yes	Yes	Yes	Yes	Yes	

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

104650

ii) Campus Infrastructure and facilities	3367928
iii) Equipments	17200
iv) Others	3350
Total :	3493128

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 Efforts made by the institution for tracking the progression

The institution has mentoring arrangement. The Principal and senior faculty members extend maximum assistance to the new faculty members for his/her adjustment. They are provided guidance to bring about effectiveness in their lecture. For students with slow learning capacity extra attention is provided to them to solve their problems. Subject experts work hard to provide guidance in lesson planning. There is also a provision of tutorials head helps in solving the difficulties faced by students.

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	%

Last Year 2012-13

This year 2013-14

	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
	24	16		60	0	100	31	19		45		31
BBA	41	83		57		131	24	16		37		77
BCA	23	20		21		64	25	15		29		69

Demand ratio Dropout % 01

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

Yes

No. of students beneficiaries 13

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

The Principal and staff of the institute are keen to solve all the problems related with the students through proper guidance and counselling, which increase their confidence and motivate them to complete their course so therefore drop out rate is nil in the institution.

No. of students benefitted 78

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	59	18	23

5.8 Details of gender sensitization programmes

A women cell is establish 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.

5.9.1 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	09	461250/-
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 _____

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

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

To stimulate the academic environment for promotion of quality in teaching learning

6.3.3 Examination and Evaluation

Unit Test,
Internal Exam,
Assignments

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

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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 organizer an annual meet. As the usual practice, this year also it organized get together to bid farewell to the retiring faculty members and non teaching staff members. 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 advance3 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

_____ *** _____

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