

Managed by: Wardhman Bharti Trust

C. U. SHAH COLLEGE OF MASTER OF COMPUTER APPLICATION

Surendranagar – Ahmedabad Highway, Near Kothariya Village,

Wadhwan City – 363 030. Dist. Surendranagar. Gujarat. India

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Annual Quality Assurance Report (AQAR) for the Year 2015-2016

**Submitted to:
The Director,
National Assessment and Accreditation Council
Bangalore**

DECEMBER 2016

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

I. Details of the Institution

1.1 Name of the Institution

C. U. Shah College of Master of Computer Application

1.2 Address Line 1

Surendranagar – Ahmedabad Highway,

Address Line 2

Near Kothariya Village,

City/Town

Wadhwan City

State

Gujarat

Pin Code

363030

Institution e-mail address

mcavbt@gmail.com

Contact Nos.

02752-294005

Name of the Head of the Institution:

Dr. H. B. Bhadka

Tel. No. with STD Code:

02752 - 294005

Mobile:

9374009523

Name of the IQAC Co-ordinator:

Mr. Ravi A. Raval

Mobile:

9898254612

IQAC e-mail address:

mcavbt@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN17753

1.4 NAAC Executive Committee No. & Date:

EC(SC)/02/A&A/131

(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:

<http://www.mcavbt.org>

Web-link of the AQAR:

www.mcavbt.org/naacaqar1516.pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.64	2014	Jul 9, 2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

02/08/2014

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

2015-16

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

Not Applicable

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 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

AICTE

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Computer Science

1.12 Name of the Affiliating University (for the Colleges)

C. U. Shah University, Wadhwan City

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

NIL

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	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="2"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="0"/>
2.9 Total No. of members	<input type="text" value="12"/>

2.10 No. of IQAC meetings held **02**

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

Rs. 1,00,000 for organize National Conference

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

1. Industrial and Academia Expert Talk
2. Career Counseling Programmes
3. National Conference
4. Tech Events / Poster Presentation

2.14 Significant Activities and contributions made by IQAC

1. Teaching and Learning Quality improvements.
2. Extra classes arranged for Weaker Students
3. Actively participated in Social Activities.
4. Organize the Seminar / Workshop / Industrial Expert's Talk

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
Quality and Practical approach adopted in Teaching	Improved subject knowledge of students Results improved

Use of NPTEL Videos in Class Session	Improved subjects knowledge
Android based Apps	Students benefitted through learning via Android App
Workshop on Technical Communications	
National Conference on Curriculum Aspects	Faculties get the idea how to improve and implement the curricula,
Expert talk on Green Management	Organized at this Institute. Students and faculty members were got the idea about green management to save the Mother Earth from pollution.

* 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

Approved by the Management of this Institute.

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	02	0	02	0
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	02	0	02	0
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	0
Annual	0

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.

- Weightage of practical aspects increased in Curriculum of PG Programme.
- This Institute is now constituent college of the C. U. Shah University. All faculty members involved in designing of syllabus and the same syllabi have been approved by the Board of Studies, Faculty of Computer Science, C. U. Shah University.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
08	07	01	00	02

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
--	--	01	--	--	--	--	--	01	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	02	00
----	----	----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	01	01
Presented papers	--	--	--
Resource Persons	--	--	01

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

- | |
|--|
| <ol style="list-style-type: none"> Expert Talks by Industrial resource persons. Industrial Visits Use of NPTEL Video Series |
|--|

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

242

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Bar Coding, Photocopy, Online Multiple Choice Questions, Transparent Marking System

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

06		
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2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
MCA	26	13	10	03	00	

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

- Plan and Prepare the academic calendar semester wise.
- Plans the academic and non-academic activities
- Analysis of the Feedback by Stakeholders and implementation
- Result Analysis
- Encourage the faculty members to take active participation in Research activities.
- To organise workshop/FDP/Conference etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	00
Faculty exchange programme	00
Staff training conducted by the university	02
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	00
Others	00

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	03	00	00	00
Technical Staff	08	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

University has established the Incubation Centre with the help of Government of Gujarat to help faculty members carry out the research activities.
Students can encourage to do consultancy work.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	0	0
Non-Peer Review Journals	00	0	0
e-Journals	02	0	0
Conference proceedings	02	0	0

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	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

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	0	01	0	02	0
Sponsoring agencies		NAAC, Bangalore			

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	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

02

10

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

0

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

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level 0 State level 0

National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 00

National level 0 International level 00

3.23 No. of Awards won in NSS:

University level 00 State level 00

National level 00 International level 00

3.24 No. of Awards won in NCC:

University level 00 State level 00

National level 00 International level 00

3.25 No. of Extension activities organized

University forum	01	College forum	01		
NCC	00	NSS	00	Any other	00

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

- Blood Donation Camp
- Thalassemia Test Camp
- Tree Transplantation
- 153rd Birth Anniversary of Swami Vivekanand
- Celebrated Science for Nation Building
- National Education Day
- Logo / Poster designing on Ragging
- International Day of Yoga Celebration
- Swachchh Campus, Swachchh India Campaign

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	16.34 Acres 30,329.71 Square Meters (Build up Area)	0	Through Donation and Tuition Fees	16.34 Acres 31,007.53 Square Meters (Build up Area)
Class rooms	05	0		05
Laboratories	04	0		04
Seminar Halls	01	0		01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NIL	0		NIL
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL	0		NIL
Others	NIL	0		NIL

4.2 Computerization of administration and library

<ul style="list-style-type: none"> • SOUL Software implemented in Library. • Online Admission Portal implemented. • Web Portal which facilitate with Digital Repository and News Archives.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6979	1192808.00	311 118	153789. 00	7290	
Reference Books	102					1346597.00
e-Books	Free e-books 250					
Journals	24	-				
e-Journals	IEEE (ASPP) + DELNET	29733.00			-	Free e-books 250
Digital Database	NPTL VIDEO	6,41,447.00			24	29733.00

CD & Video	Book CD 602 &		Book CD 23 & Periodical CD 59		IEEE (ASPP) + DELNET	6,41,447.00
Others (specify)	Periodical CD 151	-				

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	92	04	2 mbps	04	01	Yes	Yes	WiFi
Added								
Total	92	04	2 mbps	04	01	Yes	Yes	WiFi

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

Round the clock Internet Access is provided through a dedicated leased line **2 mbps** (1:1) connection to the students without any charges. The whole campus is connected through Wi-Fi. For bandwidth management, network management and firewall, Cyber-roam corporate client is installed in the campus. Access to books and journals is available on-line through college library portal. Online Examination, online attendance, online admission system, student feedback system as well as for the payroll system software are available.

4.6 Amount spent on maintenance in lakhs :

i) ICT	3.88 Lakhs
ii) Campus Infrastructure and facilities	34.20 Lakhs
iii) Equipments	0
iv) Others	0
Total :	38.08 Lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC is one of the active cells of the institute. It caters the needs of the students for the all-round development of their personality and growth.
IQAC organizes various events during the year for overall development of the students.

5.2 Efforts made by the institution for tracking the progression

There is ample provision for exposure of the students to others institutions of Higher learning through

- Industrial Visits
- Participation in inter college competition
- Visit to exhibitions and trade fares
- Carrier Development Program
- Pre placement talks
- Expert lectures
- Interaction with entrepreneurs/industrial

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
---	46	---	---

(b) No. of students outside the state

00

(c) No. of international students

00

	Men	No 29	%		Women	No 17	%
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Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
07	06	0	13	0	26	06	02	00	08	0	16

Demand ratio: **44.83%**

Dropout: **6.52%**

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

We motivate the students to preparation and appear in State Examination (GPSC) for various post in Government with Class-1, 2 & 3, PGVCL and such others for jobs.

No. of students beneficiaries

02

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

- Career Counseling Programmes organized for all the students.
- The students are assigned under the faculties for personal counselling and monitoring.
Students per counsellor - 20
Mode of counselling - Telephonic Talk and Personal Meeting with students as well as with parents Reporting - Monthly Report to Head of Department
- Area - Personal problem, Grievances and Motivation for better performance

No. of students benefitted

All

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
02	37	01	19

5.8 Details of gender sensitization programmes

Women Development Cell and Women Harassment at working place Cell are working for the gender sensitization.

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	0	0
Financial support from government	47	96,38,860
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

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: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

The Institute is committed to provide the students with sound theoretical and practical training in computing with a view to equip them with necessary skills that will make them to be useful citizens and become successful entrepreneurs.

MISSION:

The institute is committed to develop advanced level technical skills for the professional needs of the industries i.e. software engineers, database designers, database manager and data miners, enterprise data and system managers, data and system security managers, logical network designers, data structures and algorithm designers, software architects, knowledgebase managers, advanced web developers and research scientists.

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

Teachers, as member representative of core committee of the university, share their views and interacts with experts, research organization, industry experts, alumni for their views and inputs enriching the curriculum and evaluation system.

Institute invites eminent personalities from various fields and experts from industry and academia by organizing the conferences and workshops.

6.3.2 Teaching and Learning

The institute strives to maintain the teaching-learning process student centric. Emphasis is laid more on practical aspects of the subjects. Seminars, projects, group discussions are organized at regular intervals to enhance the learning experience of students and hence bring about holistic development of students. Personalized attention is given to each student by dividing them into small groups for projects and seminar work. Individual guidance is also provided to each student during weekly interaction of class counsellors with the class. Experts are also invited from leading academic organisations and from industry to guide the students in related fields.

6.3.3 Examination and Evaluation

- The internal methods are Mid Semester Exam, Class test, Assignments, Tutorials, University External Examination, Lab Performance, Viva –Voce and Result analysis.
- The external methods are Class Questioning, Student Feedback, feedback from Employer, Feedback from Parents, University Positions and Publications of Students.

6.3.4 Research and Development

The institute motivate the faculty members to undertake research activities such as attending faculty development programmes, attending and delivering expert lectures, organizing workshops, seminars and conferences, providing consultancy to industry etc. Faculties are encouraged to publish technical papers in national and international conferences for which they are even provided financial assistance.

6.3.5 Library, ICT and physical infrastructure / instrumentation

There is a library committee responsible for purchase of books, journals and other reading material. The committee is formed every year with faculty nominated and representatives from the departments. The librarian is the Ex-Officio secretary member of the committee. The departmental representative compiles suggestions for new titles to be purchased from the subject teachers and sends to librarian for procurement. The committee takes all decisions regarding books selection, magazines and journals, news papers and periodicals procurements. Reprographic facility, Automation of Library, internet/Wi-Fi facility and purchase of e- journals and optimum utilization of library are also among the responsibility of the committee. Suggestions are welcome from students regarding working hours and borrowing facilities for finalization of decisions.

ICT:

The college has well established and fully functional ICT based learning system with all the classrooms equipped with latest multimedia projectors and Wi-fi enabled campus as well as hostels. The ICT services have proven to be a facilitator for the students as they can access the following information all times through the internet.

1. All important notices/circulars
2. Upcoming events
3. Syllabus
4. Academic calendar
5. Teaching schedule
6. Assignments and dates of submission
7. Examination schedule
8. University Results
9. Placement derives
10. Contacts of key persons

6.3.6 Human Resource Management

The human resource management is taken care by the administrative section. It undertakes issues pertaining to

- Recruitment
- Staff welfare
- Incentives/enhancing salary
- Appraisals
- Increments
- Leave rules and records.
- Gratuity
- Skill up gradation and training of non teaching staff

6.3.7 Faculty and Staff recruitment

- Experienced & qualified faculties from other institutions as well as experts from industry are attracted by offering them high salaries and perks.
- For faculty retention, eligible staff members are provided incentives and promotions as & when required.
- High remuneration is being paid to Visiting Faculties as well as Industry Experts for conducting seminars, workshops, extra classes etc.

6.3.8 Industry Interaction / Collaboration

A dedicated Industry-Institute Interaction Cell has been setup which oversees the function of interaction with the Industry. Meetings with representatives from various Industrial Corporations, Industries and other stakeholders are regularly organized in order to understand the needs of the industry so that necessary skills can be imparted to the students to make them industry ready. The Industry-Institute Interaction Cell also includes an active Training & Placement Cell which pursues the very important role of Student Placement by interacting with potential employers and understanding their needs.

6.3.9 Admission of Students

The admissions for students are done at the state level through the Admission Committee for Professional Courses, Government of Gujarat, Ahmedabad and the institute does not have any say in formulating the procedures and methodologies to be followed for admission programmes.

6.4 Welfare schemes for

Teaching	Yes – 01
Non teaching	Yes – 01
Students	Yes – 04

6.5 Total corpus fund generated

NIL

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	No	---	Yes	University
Administrative	No	---	Yes	University

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?

Evaluation Reforms:

1. After completion of the each internal examination paper the answer sheets are immediately given the concerned subject teacher who has to display the result of that subject within 5 working days.
2. After declaring the result there is a open end discussion in the class and students are satisfied by showing their accessed answer sheets.
3. After overcoming the all grievance (if any) the final results are displayed in online portal of the institute.

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

The institute is affiliated to C.U.Shah University and hence this aspect is dealt at the university level and is outside the purview of the institute

6.11 Activities and support from the Alumni Association

The students asked to fill the alumni Association form through which we are taking the students upto date information including his current position (if employed). Following are the major advantage obtained from this are:

- As and when required top students are called to contribute their knowledge and experience.
- At the time of placement/training the alumni students are requested to support & assist the institute.

6.12 Activities and support from the Parent – Teacher Association

The institute conducts regular interaction with parents in matters concerning to students' individual and collective development, examination patterns and results, student attendance system, teaching-learning methodology etc. The parents are regularly informed regarding the academic progress of their child/ward by means of letters, SMS, telephonic conversations, personal meetings etc. and suggestions regarding enhancement of the teaching learning process arising from those meetings are actively considered and many of them are implemented as & when feasible. Parents association forms a core part of the institute's policy of taking all the stakeholders into consultation while framing new & improved policies for overall improvement in the quality of education being imparted.

6.13 Development programmes for support staff

- Staff encouraged for higher studies.
- Technical staff is also encouraged for skill upgradation.

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

All important communications and circulars are circulated in soft copy format in order to move towards the concept of establishing 'Paperless Office'.

- Efficient utilization of water and electricity is undertaken in order to minimize energy wastage.
- Tree plantation drive is conducted on all important events and occasions of national importance like Independence Day, Republic Day, etc.
- The campus boasts of a variety of species of flowering and non-flowering plants which gives a pleasing appearance to the campus.

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.

Online lecture plan and laboratory schedule, Social activities, practical hands on training for inter-college.

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

Student Progress Report generated every month to supervise the regularity of students in theory classes and laboratories session. Parents of such students contacted whose are irregular.

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

Career Counselling Lecture Series.

Students Mentoring.

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

- 7.4 Contribution to environmental awareness / protection

Clean Campus Campaign, Tree Plantation, Save Energy Banners in Laboratories and Class Rooms, and encouraged to focuses on to use day light.

- 7.5 Whether environmental audit was conducted? Yes No

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

Research Activities and Consultancy works needs to be increased.

The role of Alumni should be encouraged.

Out state / International students needs to be attract.

8. Plans of institution for next year

- Funded Major / Minor Research Projects.
- Consultancy Work
- MoUs with relevant Organization / Institutions.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____
