

Annual Quality Assurance Report Annual Quality Assurance Report

2006-07



INTERNAL QUALITY ASSURANCE CELL

S.M.N. COLLEGE, HARDWAR

[Accredited at the B level]

ANNUAL QUALITY ASSURANCE REPORT – 2006-07
- Internal Quality Assurance Cell of S.M.J.N. College,
Hardwar

PART-A: 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

[Enclosure-1]

PART-B:

1. Activities reflecting the goals and objectives of the institution

Having **vision** of fulfilling the changing needs of education at national and international levels, **mission** of fulfilling the need of young people for higher education beyond the school level, introducing new courses that bear greater relevance to the changing trends in the society, achieving greater financial self-reliance, making the college a pioneer institution of learning in Uttarakhand, **the college activities were centered on -**

- *Organizing national-level seminars*
- *Regular programmes to inculcate values among students*
- *Moving towards adoption of modern technology*
- *Initiating steps for more self-financing courses*
- *Involving youth in social programmes*
- *Creating atmosphere for regular teaching and research*
- *Promoting sports and cultural activities*
- *Adopting healthy practices for better coordination*
- *Developing infrastructures*

2. New academic programmes initiated [UG and PG]

Nil.

3. Innovations in curricular design and transaction –

The College followed the guidelines issued by the University.

4. Inter-disciplinary programmes started –

No inter-disciplinary programme was started.

5. Examination reforms implemented –

The University introduced no examination reform. However, the college continued to act for automation of the examination process.

6. Candidates qualified: NET / SLET / GATE etc.

Nil.

7. Initiative towards faculty development programme –

One lecturer attended the Refresher course. Dr. J. B. Singh [Department of Hindi] attended the course organized by Academic Staff College, Kashi Hindu University, Varanasi, from 27-10-2006 to 16-11-2006.

8. Total number of seminars / workshops conducted – Three
[National and state level]

a. *The Department of Hindi organized a national-level seminar [funded by UGC] on 27-28th February 2007. The participants presented a total of 162 research papers on Bhakti Kal Ka Punarmulyankan.*

b. *The College organized a national-level seminar [funded by ICSSR] in collaboration with Sri Bhartiya Social Research Society on 11th March 2007. The theme of papers presented was Gender Equity through Women Empowerment: Myth or Reality.*

c. *The Uttaranchal Rajya Vidhik Seva Pradhikaran, Dehradun organized a seminar at S.M.J.N.COLLEGE, Hardwar on 9th November 2006. The Theme was Vidhik Saksharta Ka Mehatva.*

[Various departments organized a number of college level and classroom seminars also.]

9. Research projects a) Newly implemented – One

[The University Grants Commission funds a minor research project entitled 'Evaluation of Indian Monetary Policy'. Dr. Tejvir Singh Tomar of the Commerce department is the principal investigator.]

b) Complete - *Nil.*

10. **Patents generated, if any** – *Nil*.
 11. **New collaborative research programmes** – *Nil*.
 12. **Research Grants received from various agencies** – *Nil*.
 13. **Details of research scholars** -

Department	Number of research scholars registered till date	Department	Number of research scholars registered till date
<i>Hindi</i>	02	<i>Economics</i>	04
<i>Pol. Sc.</i>	05	<i>Commerce</i>	02*
<i>Sociology</i>	03		

**In case of one scholar, the college teacher is co-supervisor.*

*The degree of Ph.D. /D.Phil. was awarded to four research scholars.
 [One in Sociology, one in Pol. Sc. and two in Commerce**]*

***In case of both research scholars of Commerce, the college teachers were Co-supervisor.*

14. **Citation index of faculty members and impact factor** -
Not available

15. **Honours / Awards to the faculty** - *The degree of Ph.D. was conferred to Mrs. Nalini Jain of English Department.*

16. **Internal sources generated** -

Source of funding	Quantum [Rs.]
<i>Self-financing courses</i>	2292238
<i>PG fund [Management]</i>	116500
<i>Interest income</i>	134670
<i>Total</i>	2543408

17. **Details of departments getting SAP, COSIST .DST. FIST, etc**
 – *Nil*.

18. Community services-

NCC cadets continued to participate in pulse polio campaign and programmes of anti-dowry and anti-corruption pledge, tree plantation, blood donation, traffic control, eye donation, etc. NCC cadets celebrated NCC day and AIDS day also. Ten cadets participated in a summer training camp at Augustmuni from 9-6-2006 to 20-6-2006 and further; thirteen cadets participated in an annual training camp at Kotdwar from 26-12-2006 to 6-1-2007. Six cadets participated in a combined programme of the National Integration Camp and the Republic Day Camp organized in Gurgaon [Haryana].

NSS volunteers served the college and local community through their normal and special camping activities. They celebrated AIDS day and also participated in the pulse polio campaign. An attempt was made to create awareness about social and health problems in the slums of Haridwar.

19. Teachers and officers newly recruited-

The Management with the approval of the University appointed Dr. R.K.Gupta as the regular Principal. The post of Principal had been lying vacant for the last eight years. No new teacher was recruited.

20. Teaching – Non-teaching staff ratio-

*15 [permanent teaching staff]: 20 [permanent non-teaching staff]
39 [permanent teaching staff plus tutors]: 30 [permanent non-teaching staff plus purely temporary staff]*

21. Improvements in the library services – Nil.

22. New books / journals subscribed and their value

Category	Number of Titles	Total Value
<i>Books</i>	1130	Rs. 119250
<i>Periodicals and newspapers</i>	91	Rs. 47003

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback

Assessment of teachers through students' feedback was done in all courses during the Year 2006- 07. The teachers were advised to act accordingly.

24. Unit cost of education-[It includes expenditure on all 'heads' except the university examination]

Unit cost [including salary component] - Rs.4668.60

Unit cost [excluding salary component] - Rs.1095.30

25. Computerization of administration and the process of admissions and examination results, issue of certificates –

Merit Lists and Section Distribution Lists were partially computerized. The university has already computerized the process of result declaration. At the college level, the process of computerization results has been started.

26. Increase in the infrastructural facilities-

a. A modern computer laboratory with fifteen computers under LAN

b. One laboratory for Botany and one laboratory for Zoology

27. Technology up gradation – Nil.

28. Computer and internet access and training to teachers and students-

The computer laboratory set up last year continued to serve the purpose. Internet access is under process.

29. Financial aid to students-

The District Social Welfare Department awarded scholarships [Equal to Rs.400528] to 137 SC/ST/OBC students. An amount of Rs.2250.00 was also given in form of student aid to 9 students.

30. Activities and support from the Alumni Association- Activities were organized at departmental level.

31. Activities and support from the Parent-Teachers Association-
Activities were organized at departmental level.

32. Health services-

Regular health services were provided to the students.

33. Performance in sports activities-

- a. The college hosted Inter-collegiate Basketball Tournament organized by HNB Garhwal University, Srinagar.*
- b. One student was selected to represent the university basketball team in North zone Inter-University Tournament. The Games Superintendent of the college was also selected as Manager of the University Basketball team to participate in the North Zone Inter-University Tournament.*
- c. The college athletics team won two gold, five silver and six bronze medals in the Inter-collegiate Athletics Tournament organized by HNB Garhwal University, Srinagar. One student was selected to represent the university athletics team in North zone Inter-University Tournament.*

34. Incentives to outstanding sportspersons-

Attractive prizes were given to outstanding sportspersons.

35. Student achievements and awards

- a. One student topped the University merit list of M.A. [Economics] in 2006.*
- b. One student topped the University merit list of M.A. [Hindi] in 2006.*

36. Activities of the Guidance and Counseling unit-

Regular counseling was provided to student regarding selection of their career.

37. Placement services provided to students

A number of students were given help by the Department of Commerce and Diploma in Journalism and Mass Communication in getting lucrative jobs in various leading industries, etc.

38. Development programmes for non-teaching staff- Nil.

39. Healthy practices of the institution

In assessment of teachers and other employees for purpose of promotion, etc. due weightage is given to the overall performance.

The regular academic programmes are considerably strengthened by self-financing courses in the college.

At departmental level, efforts are made for placement of students.

There is interaction with parents, old students and other distinguished citizens for discipline and development of the college.

Involving students in various committees the college takes decisions on democratic basis.

Value based education is imparted through lectures by teachers and distinguished guests and through programmes aimed at inculcating such values in the students.

Various co-curricular and extra-curricular activities including games & sports, debates, group discussions, quiz, seminars, etc. are regularly organized to develop all round personality of the learners at departmental as well as college level.

The college annual magazine - ABHIVYAKYI is regularly published.

The college wall-magazine – DISHA is regularly displayed on the notice board.

40. Linkages developed with National / International, academic / Research bodies – Nil.

41. Any other relevant information the institution wishes to add-

Guest Lectures in the college-

- a. *Dr. V.K. Bhatnagar, Joint Director of Lok Sabha Secretariat was delivered a guest lecture on 3rd February 2007. The topic was 'Indian Parliament - Traditions, Language and Courtsey'.*
- b. *Dr. Shailendra Kumar, [Senior Scientific Officer – CAT, Indore (M.P.)] delivered a lecture on 'Jan Sanchar Madhyamon ki Dasha and Disha [Condition and Directions of Means of Public Communication] in a programme organized by the Department of Hindi in December 2006.*
- c. *In a classroom programme organized by the Department of Economics, Shri Ram Tulsiani [Project Consultant in Canada] delivered a guest lecture on 23rd December 2006. The theme was how to adopt a proper life style based on positive thinking.*
- d. *In the above-mentioned programme, Shri Sanjay Upadhyaya [Associate Fellow of V.V.Giri National Labour Institute, Noida] delivered another lecture on labour problems prevailing in India.*

Guest Lectures by the college faculty at other places-

Dr. Ashok Kumar Misra [Head, Department of Hindi delivered a guest lecture in KRIBHCO [Surat-Gujrat]. He also delivered a lecture as chief guest in MTV College, Surat.

Radio talks-

Dr. Ashok Kumar Misra [Reader & Head, Department of Hindi] and Dr. Sunil Kumar Batra [Reader & Head, Department of Commerce] delivered talks on All India Radio.

Published articles-

- a. *R.K.Gupta (2006), 'A Study on the Role of Gram Panchayat Vikas Adhikari (Panchayat Secretary) in U.P.' The Indian*

Journal of Pol.Sc. LXVII (3), July-September. The author is Principal of the College.

- b. *A.K.Ghildiyal (2006), 'Stumbling Blocs in Indo-US Relations in the Post Cold War Era' in Annupurna Nautiyal, (ed.) 'Challenges in India's Foreign Policy in the New Era', Gyan Publishing House, New Delhi. The author is Reader in the Department of Pol.Sc.*

Faculty's contribution in Board of Studies/Research degree committee-

- a. *Dr. Sunil Kumar Batra [Reader & Head, Department of Commerce] contributed as member of the Board of Studies in Commerce in HNB Garhwal University and as subject expert in Gurukul Kangri University.*
- b. *Dr. Rameshwar Dayal Upadhyaya [Reader & Head, Department of Sociology] contributed as member of the Board of Studies in Sociology in HNB Garhwal University.*

Others-

- a. *A group of 40 students and teachers of the department of Pol.Sc. visited Parliament in Delhi to study the working of Indian Democracy on 19th December 2006.*
- b. *An inter-collegiate debate on Human Rights was organized by the Department of Pol.Sc. on 26th December 2006.*
- c. *The Department of Hindi organized a programme to honour meritorious students and research scholars in December 2006.*
- d. *The college and its various departments celebrated Independence Day, Republic Day, NCC Day, NSS Day, AIDS Day, Legal Literacy Day, Premchand Jayanti, Tulsi Jayanti, Nirala Jayanti, etc.*
- e. *Eleven NCC cadets got placement in Indian Para-military forces and police.*
- f. *All the regular teachers in the college are Ph.D. / D.Phil.*
- g. *Some teachers and research scholars participated and presented their papers in the seminars held at national level.*

PART C: Plans of the institution for the next year, i.e. 2007-08-

General Plan of the College:

- *Start of B.Sc. [Chemistry, Zoology and Botany]*
- *Start of one-year certificate / two-year diploma / three-year advanced diploma courses in Computerized Accounting*
- *Start of Computerized Accounting as an optional group in B.Com.*
- *Construction of NRSC building*
- *Construction of separate building for Science faculty*
- *Construction of Principal' residence / guest house*
- *Strengthening of existing faculties/courses*
- *Creation of college website [The college website is underdevelopment]*
- *Strengthening of IQAC [Action plan of IQAC for 2007-08 is mentioned below.]*

Action Plan of Internal Quality Assurance Cell:

1. Every department will submit its progress report to the Coordinator of IQAC on 15th August, 15th December and 15th April of every year.
2. Every department will get feedback from students on set questionnaires and act accordingly on the basis of information received. IQAC will also analyze that information and convey the findings to Management and Principal of the college.
3. Every department will discuss at least twice in a year (November and January) with parents and alumni at departmental level and adopt the suggestions. The departments will convey the proceedings of such meetings in writing to IQAC so that quality related targets may be improved.
4. Every department will fix its annual targets regarding teaching days, examination results, publication of research papers and books, participation in seminars, conferences and workshops, organization of various activities like debates, quiz competition,

guest lectures, seminars, conferences, workshops, etc. The departments will provide information about targets and achievements to IQAC and college administration. The departments will make every effort to achieve the target of minimum 180 teaching days in a year.

5. There should be emphasis upon the adoption of following best practices-
 - Regular role of Parents – Teachers and Alumni Associations at departmental level.
 - Regular technical training for non-teaching staff.
 - Unitization of syllabi and availability of plan of lectures to students.
 - Regular discussion of Principal and Coordinator of IQAC with various departments.
 - Regular role of students in the decisions relating activities of various departments.
 - Solution of problems through Tutor-Ward system at PG level.
 - Regular and systematic collection of information.
 - Preparation of plans and budgets through democratic procedure.
 - Activation of placement cells at departmental level
6. IQAC will publish a handwritten magazine on quarterly basis and promote the best practices to improve the quality circles in the college.

[NARESH KUMAR GARG]
COORDINATOR, IQAC

[RAJENDRA KUMAR GUPTA]
CHAIRMAN, IQAC

DATED: June 26, 2007

Enclosure 1 –

The plan of action chalked out by the IQAC in a meeting held on 14th October, 2006 –

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5. Efforts will be made to develop the college website and internet facility.
6. There should be emphasis upon the adoption of following best practices-
 - Regular role of Parents – Teachers and Alumni Associations at departmental level.
 - Regular technical training for non-teaching staff.
 - Unitization of syllabi and availability of plan of lectures to students.
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