

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

Sat Jinda Kalyana College, Kalanaur

1.2 Address Line 1

Sat Jinda Kalyana College, Kalanaur

Address Line 2

Rohtak-Bhiwani Road

City/Town

Kalanaur

State

Haryana

Pin Code

124113

Institution e-mail address

sjkc@rediffmail.com

Contact Nos.

01258-222439, 8607022439

Name of the Head of the Institution:

Dr. Naresh Kumar Dua

Tel. No. with STD Code:

01258-222439

Mobile:

+919812172616

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

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:

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	71.10	2003	5 Years
2	2 nd Cycle	B	2.48	2015	5 Years
3	3 rd Cycle				
4	4 th Cycle				

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

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

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))

- i. AQAR 02-11-2017 (DD/MM/YYYY)
- ii. AQAR 28-11-2017 (DD/MM/YYYY)
- iii. AQAR 26-12-2018 (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

(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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

BCA, PGDCA

1.12 Name of the Affiliating University (for the Colleges)

M.D.UNIVERSITY, ROHTAK

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

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="9"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>		
2.3 No. of students	<input type="text" value="4"/>		
2.4 No. of Management representatives	<input type="text" value="2"/>		
2.5 No. of Alumni	<input type="text" value="3"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="2"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>		
2.8 No. of other External Experts	<input type="text" value="3"/>		
2.9 Total No. of members	<input type="text" value="25"/>		
2.10 No. of IQAC meetings held	<input type="text" value="07"/>		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="19"/>	Faculty <input type="text" value="11"/>
	Non-Teaching Staff	<input type="text" value="04"/>	Alumni <input type="text" value="02"/>
	Students		Others <input type="text" value="02"/>

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

ILÑr : orZeku dky esa ;ksx ,oa vk;qosZn dh mi:ksfxrk

2.14 Significant Activities and contributions made by IQAC

- One National Seminar (Sanskrit)
- Health Check up

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
1. Poetic Recitation Competition (English, Hindi)	Done
2. Declamation Contest (Hindi, Commerce, Eco, Pol.Sc.)	Done
3. Inter College Quiz Contest (History, Geography, Economics, Pol Science & Commerce)	Done
4. Sanskrit Shalokacharan Contest	Done
5. College Competition	Done
6. Mathematical Presentation Competition	Done
7. Paper Reading Contest (English)	Done
8. Map filling Competition	Done
9. Mathematics Rangoli	Done
10. Animated Movie	Done
11. Chart Making on Computers	Done
12. Parent Teacher Meet	Done

13. Annual Athletic Meet	Done
14. A Documentary film on Corruption	Done
15. Extension Lecturer (Women Cell)	Done
16. Extension Lecturer (SC/ST & Minority Cell)	Done
17. Extension Lecturer (Placement Cell)	Done
18. Workshop by Personality Development and Counselling Cell	Done
19. Counselling Week	Done
20. Health Check up camp by Outreach and YRC Cell	Done
21. Talent Hunt	Done
22. NSS-Special Seven Day Camp	Done
23. NSS-One Day Camp (4)	Done
24. NCC Parades	Done

* 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

Discussed and finalised

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	02		01 (BCA)	
PG Diploma			01 (PGDCA)	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	02		02	
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options : Core/Elective Option
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
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. N/A

As per University norms

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asstt. Professors	Associate Professors	Professors	Others
	18	09	09	--	--

2.2 No. of permanent faculty with Ph.D. 12

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
	04	05							04	05

2.4 No. of Guest and Visiting faculty and Temporary faculty -- -- 05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	--	05
Presented papers	03	09	--
Resource Persons	01	01	--

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

Smart Class Rooms

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) As per Univ. norms

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

2.10 Average percentage of attendance of students 65%

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.A. Ist Semester	145	04	33	30	07	48.27%
B.A. IIIrd Semester	127	04	23	05	--	22.04%
B.A. Vth Semester	65	--	06	02	--	12.30%
B.Com. Ist Semester	38	03	15	--		39.47%
B.Com. IIIrd Semester	43	06	23	06	--	67.44%
B.Com. Vth Semester	35	03	19	07	--	74.28%
BCA Ist Semester	09	--	--	01	--	11.11%
BCA IIIrd Semester	04	--	--	--	--	0.00%
BCA Vth Semester	--	--	--	--	--	--
B.A. IInd Semester	136	09	54	14	01	50.73%
B.A. IVth Semester	109	--	28	11	--	35.77%
B.A. VIth Semester	60	--	18	13	--	51.66%
B.Com. IInd Semester	36	03	21	03	--	66.66%
B.Com. IVth Semester	42	--	16	17	03	85.71%
B.Com. VIth Semester	32	--	25	06	--	96.86%
BCA IInd Semester	09	--	--	--	--	0.00%
BCA IVth Semester	04	--	02	--	--	50.00%
BCA VIth Semester	--	--	--	--	--	--
PGDCA	--	--	--	--	--	--

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

- * Uploading Lesson plan on College Website
- * Monitoring the implementation of Lesson plan

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	

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	06	04	--	--
Technical Staff	01	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- Encourage faculty to attend Seminar/Workshop/Conferences
- Institution organizes Seminars/Workshops

3.2 Details regarding major projects N/A

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects N/A

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01		
Non-Peer Review Journals	01		
e-Journals	01		
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 N/A

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N/A

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

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

3.10 Revenue generated through consultancy NIL

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	NIL	01	NIL	NIL	NIL
Sponsoring agencies		DHE			

3.12 No. of faculty served as experts, chairpersons or resource persons 13

3.13 No. of collaborations International National Any other N/A

3.14 No. of linkages created during this year N/A

3.15 Total budget for research for current year in lakhs : N/A

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	

N/A

3.17 No. of research awards/ recognitions received by faculty and research fellows NIL
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

01

02

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

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

JRF SRF Project Fellows Any other NIL

3.21 No. of students Participated in NSS events: NIL

University level 22 State level 01

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level 09 International level

3.23 No. of Awards won in NSS: NIL

University level State level

National level International level

3.24 No. of Awards won in NCC: NIL

University level State level

National level International level

3.25 No. of Extension activities organized

University forum 03 College forum 28

NCC 02 NSS 06 Any other 02

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

- * Talent Hunt
- * Yoga Camp
- * Inter College Competition (Organised in the College)
- * Tree Plantation
- * Health check up
- * Inter College Competitions (Participated in other Colleges)
- * Sports Meet
- * Youth Festival (Zonal)
- * Inter Zonal Youth Festival
- * Educational Tour
- * Parent Teacher Meeting
- * NCC/NSS Camps
- * Voter Awareness
- * Road Safety Awareness
- * National Educational Day
- * Havan Ceremonies
- * Counselling Week
- * Hindi Diwas

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	8 Acres			8 Acres
Class rooms	12			12
Laboratories	04			04
Seminar Halls	01			01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	03			03

Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

YES

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9182	905363.00	817	176084.00	9999	1081447.00
Reference Books	--	--	--	--	--	--
e-Books	--	--	--	--	--	--
Journals	02	240	--	--	02	240
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Magazine	17	14780	--	--	10	9600.000
Newspaper	9	12000	--	--	9	12000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet Connections	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	22	15	06	--	--	05	--	02
Added	11	11	--	--	--	--	--	--
Total	33	26	06	--	--	05	--	02

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

Computer and Internet access for students and teachers

4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities Generator-Diesel & Maintenance	227758.00
iii) Equipments Computers	120639.00
iv) Others	80760.00
Total :	429157.00

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Institute Website
- Academic Calender
- Circulars
- Grievances Redressal Committee
- Digital information system
- Employment information board
- Student activities : A number of activities are regularly conducted for students through NSS,NCC, YRC, literary club, women cell, extra curricular activities cell, university outreach programme etc.
- Facilitating Mechanism like personality development and counselling cell, placement and career counselling cell, legal literacy cell, students grievances and redressal cell and different welfare measures to support students.
- Financial Support to students is provided through book bank facilities, scholarships, earn while you learn scheme, fee concession for the meritorious and needy students.

5.2 Efforts made by the institution for tracking the progression

- Progression of students in attendance and academic performance is monitored continuously.
- Analysis of the result was done
- Parents feed back

5.3 (a) Total Number of students

UG	PG	Ph. D.	PGDCA
492		--	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%	Women	No	%
	190	38.62%		302	61.38%

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
251	92	--	77	--	420	279	124	--	88	01	492

Demand ratio 86.99% Dropout % 13.01%

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

Guidance sessions for coaching for competitive examinations

No. of students beneficiaries

54

5.5 No. of students qualified in these examinations NIL

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

5.6 Details of student counselling and career guidance

- Extension lecture organised on Career Planning, use of Social sites and women empowerment
- Organised counselling week

No. of students benefitted

5.7 Details of campus placement N/A

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

Women Cell organized a number of activities & is fully functional

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	42	36772.00
Financial support from government	147	971110.00
Financial support from other sources	03	28800.00
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: _____ N/A _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : Vidya Vivek Vikas

Mission : Unpliftment of Academic and Social standards of the students

6.2 Does the Institution has a management Information System

Yes , the institute is well equipped with an information system which take care of various activities like admission, attendance, office managements, accounts etc

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

6.3.1 Curriculum Development

Our institution is affiliated to M.D. University, Rohtak (Haryana); it abides by the changes in curriculum as prescribed by the university

6.3.2 Teaching and Learning

Value –added Extension Lectures

6.3.3 Examination and Evaluation

M.D. University, Rohtak

6.3.4 Research and Development

Guided two Research scholars by faculty

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library, Smart class rooms, Computers Lab, The institute regularly enhances the proper backup facility.

6.3.6 Human Resource Management

For professional development of the Human Resource, the institute delegates the faculty members to undergo development programme outside the institute such as refresher and orientation courses, Workshop, Seminars/Conferences & other development programmes

6.3.7 Faculty and Staff recruitment

As per University/Haryana Govt. norms

6.3.8 Industry Interaction / Collaboration

Tour

6.3.9 Admission of Students

As per University norms

6.4 Welfare schemes for

Teaching	Loans from Misc. fund
Non teaching	Loans from Misc. fund
Students	Scholarships & financial assistance to needy students & Book bank facility

6.5 Total corpus fund generated

N/A

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	M.D.University, Rohtak	Yes	Bursar
Administrative	Yes	C.A.		

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?

N/A

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

N/A

6.11 Activities and support from the Alumni Association

The Alumni association of College has given sports to the College in form of good suggestions in make policies to increase admissions, to add new courses, to raise fund etc.

6.12 Activities and support from the Parent – Teacher Association

Parent Teacher meeting was organised on 17.02.2018

6.13 Development programmes for support staff

For the supporting staff we provide time based skill training to the staff and provide dresses, sweeter, shoes etc.

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

- Tree plantation
- Bio-Pit
- Prohibiting smoking & making a tobacco free 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.

Morning Assembly , to motivate students to wear the helmet while riding two wheeler and use belt in four wheeler

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

Staff meetings are held and minutes for the same are maintained

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

1. “Nk= mRd"kZ ;kstuk” for the welfare of students
2. Social upliftment of adopted village, Anwal.

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

7.4 Contribution to environmental awareness / protection

- Tree plantation in College and Anwal Village (adopted)
- Environmental awareness through various rallies

7.5 Whether environmental audit was conducted?

Yes

No

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

Strengths : Women education, Pollution free environment, Religious background. Committed & supportive Management, Well qualified experienced faculty.

Weaknesses : Low strength of Students , Insufficient transpoertation

Opportunities : New Courses for UG/PG/Skill Development Courses

Threats : Competition from nearby Colleges of Urban Areas.

Keeping pace visit the rapid changes in higher education

8. Plans of institution for next year

To introduce :

1. B.Sc. (Non-Medical), M.Com, M.A.(Geography)
2. Inter College Competitions
3. Sports Meet
4. Alumni Meet
5. Organize Community Service activities for the wellness of the Society

Ms. Sunita Sachdeva
Coordinator, IQAC

Dr. Naresh Kumar Dua
Chairperson, IQAC
