

# The Annual Quality Assurance Report (AQAR) of the

## Part – A

AQAR for the year

2015-16

### I. Details of the Institution

1.1 Name of the Institution

Swami Vivekanand Govt P G College Lohaghat

1.2 Address Line 1

Village- Chauri Bhatt

Address Line 2

Post Office- Lohaghat

City/Town

Lohaghat, District - Champawat

State

Uttarakhand

Pin Code

262524

Institution e-mail address

govtpgcollegelohaghat@gmail.com

Contact Nos.

05965-234552

Name of the Head of the Institution:

K. K. S. Negi

Tel. No. with STD Code:

05965-235410

Mobile:

9456365888

Name of the IQAC Co-ordinator:

Swati Melkani

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++		2004	05 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

i.	AQAR	2014-2015	26-12-2015
ii.	AQAR	2013-2014	19-09-2015
iii.	AQAR	2012-2013	27-08-2015
iv.	AQAR	2011-2012	25-04-2013
v.	AQAR	2010-2011	21-12-2012

### 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)

B.Ed Self financed

### 1.11 Name of the Affiliating University (for the Colleges)

Kumaun University Nainital

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

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 ( <i>Specify</i> )	Model College
UGC-COP Programmes	-		

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

03

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

01

2.4 No. of Management representatives

Nil

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

Nil

2.9 Total No. of members

09

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

02

Faculty

01

Non-Teaching Staff

Nil

Students

Alumni

Nil

Others

01

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

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

- 1- Students were given direct involvement in executing various cultural activities in the college.  
 2- A national seminar was conducted in the college.

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
i. Attendance of students would be increased ii. Career counselling cell will be made more effective. iii. Separate building for science faculty	Attendance of students got improved. To some extent  A new building of science faculty has been built.

\* 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

A national seminar was conducted by commerce department. Also a book compiling research papers presented in the seminar was published. Teachers of all the departments were given special leaves to attend the seminars or conferences anywhere in the country. Travel allowances were also provided for few such programmes. To improve the shortage of attendance of students their parent's phone number was arranged from student's record. Special efforts were made to strengthen the career counselling and women cell in the college.

## 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	03			
PG	08			
UG	03			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others B.Ed			01	
<b>Total</b>	14	Nil	01	Nil
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: Elective option  
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	PG Courses (MA/M.Sc/M.Com)
Trimester	
Annual	UG Courses (BA/Bsc/B.Com)

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

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
06	06	00	-	-

2.2 No. of permanent faculty with Ph.D.

05

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
Nil	24	Nil	Nil	Nil	Nil	Nil	Nil	Nil	24

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	21
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	01	38	01
Presented papers	-	23	01
Resource Persons	-	01	-

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

A national seminar was conducted by commerce department .Educational tours were also organised by some departments.

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

223

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

nil

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

Nil	Nil	Nil
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
U.G	932	NA	60	NA	NA	73.89
P.G	131	NA	35	NA	NA	71
B.Ed	98	NA	50	49	NIL	97.96

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

1- By taking feedback from students in different courses in frequent intervals.

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	Nil
HRD programmes	Nil
Orientation programmes	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

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	01	-	-	-
Technical Staff	01	-	-	-



## Criterion – III

### 3. Research, Consultancy and Extension

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

- 1- IQAC motivated all the departments in its meetings to hold National and Regional Seminars frequently so that faculty members can update themselves in their research areas
- 2- IQAC suggested forming of Research development committee (R.D.C) at each department, which will monitor the research activities of the concerned departments.
- 3- IQAC took an initiative to encourage students of various streams to seek higher research in their respective area of specialization.

#### 3.2 Details regarding major projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	04	-
Non-Peer Review Journals	-	-	-
e-Journals	-	03	-
Conference proceedings	01	13	-

#### 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 NIL

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 nil  
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	Nil	01	Nil	Nil	Nil
Sponsoring agencies		ICSSR			

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 : Nil

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year Nil

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

04

13

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) Nil

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: Nil

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: 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  College forum   
 NCC  NSS  Any other

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

- 1- Blood donation camp was organized through NSS and 17 units of blood were collected.
- 2- Red Ribbon club activities
- 3- Tree plantation through NCC cadets
- 4- National integration camps by NCC cadets.

## 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	9.51 acres		Govt added	
Class rooms	15			
Laboratories	06			
Seminar Halls	-	01		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil

Others				
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#### 4.2 Computerization of administration and library

In offices and some of the departments but not in the library

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	35940	NA	1376	382191	37316	NA
Reference Books	58	NA			58	NA
e-Books						
Journals						
e-Journals	255	NA			255	NA
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	27	Nil	9					
Added	-	-	-					
Total	27	Nil	9					

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

No

#### 4.6 Amount spent on maintenance :

i) ICT	12000
ii) Campus Infrastructure and facilities	NIL
iii) Equipments	428868
iv) Others	108841

Total : 

549709
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## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Nil
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5.2 Efforts made by the institution for tracking the progression

1- Regular tests were taken throughout the academic year. 2- In some departments educational tours were organized.
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5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1139	219	13	98

(b) No. of students outside the state

nil
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(c) No. of international students

nil
-----

Men

No	%
676	43

Women

No	%
911	53

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1473	442	09	89	02	2015	1212	305	06	63	01	1587

Demand ratio    NA                  Dropout    NIL

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

nil
-----

No. of students beneficiaries

nil
-----

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance nil

□

5.7 Details of campus placement

[ nil ]

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

5.8 Details of gender sensitization programmes

Women cell is active in the college . lectures are given to the girl students about their safety and sanitation needs on special occasions like women’s day, aids day etc.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level [ ] National level [ 05 ] International level [ nil ]

No. of students participated in cultural events

State/ University level Nil National level Nil International level

Ni5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [ nil ] National level [ nil ] International level [ nil ]

[ nil ]

Cultural: State/ University level

National level

International level

#### 5.10 Scholarships and Financial Support

NA

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	-	-
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:

### Criterion – VI

## **6. Governance, Leadership and Management**

### 6.1 State the Vision and Mission of the institution

Vision- To cater the needs of rural poor, a centre of higher studies was established in 1979. Since then it is serving its purpose increasing its dimensions every year.

Mission- To provide higher education at minimum cost, better career opportunities in terms of various career oriented courses to the deprived hill people of this remote area awakening of intelligence and development of an integrated life, evolving a sound value system among the students.

### 6.2 Does the Institution has a management Information System

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

#### 6.3.1 Curriculum Development

Kumaun university's prescribed curriculum is followed. Some teachers of the college are also members of Board of studies at K.U. Nainital. They suggest their advice for curriculum development according to the need of college.



### 6.3.2 Teaching and Learning

New television has been installed by RUSA to run smart classroom. Also a coloured printing machine has been bought to facilitate the teachers and students. Educational tours are organised by some departments. Some departments also use projector on their class rooms while teaching. Guest lectures are also conducted at some departments on topics of general and specific importance.

### 6.3.3 Examination and Evaluation

Semester system is being implemented for PG class by K.U. Our college is also a centre for evaluation of answer scripts of Kumaon University main examination.

### 6.3.4 Research and Development

A national level seminar sponsored by ICSSR was organised by the department of commerce. Teachers get leaves to attend various seminars and conferences of their related fields. Some teachers are also guiding Ph.D. students. These students are admitted through a competition exam conducted by Kumaon University each year.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

College has a library and reading room having approximately 36000 books/journals.

### 6.3.6 Human Resource Management

At the end of every financial year the faculty members are required to submit self appraisal form which forms a part of annual confidential report. Head of Institution reviews the self appraisal form while writing the ACR. This acts as an incentive for faculty to improve their teaching methods and research work.

### 6.3.7 Faculty and Staff recruitment

Faculty is recruited by public service commission Uttarakhand. Some temporary faculties are also recruited by directorate of higher education Uttarakhand. College has no power to recruit the faculty and other staff.

### 6.3.8 Industry Interaction / Collaboration

Nil

### 6.3.9 Admission of Students

Students are admitted in 1<sup>st</sup> year of UG and PG courses through their merit in the qualifying examination against the fixed number of seats available in each course of the college

Teaching	Loan facilities for purchasing vehicles, land house are available for teachers in the college, up to some extent medical facilities are also provided by the state government to teaching staff.
Non teaching	Loan facilities for purchasing vehicles, land house are available for

6.4 Welfare schemes

	Non teaching staff in the college, up to some extent medical facilities is also provided by the state government to non teaching staff.
Students	Poor student's fund has been created in the college. Through this fund poor students are given scholarships. The students good at sports and other cultural/co curricular activities are given due weightage in admission in each course of the college.

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? NA

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		No	

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?

Semester exam pattern for PG classes has been introduced in the college.

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

NA

6.11 Activities and support from the Alumni Association

Alumni association cooperates with college in various events and activities.

6.12 Activities and support from the Parent – Teacher Association

Revised

Meetings of PTA are held in the college. Suggestions from the parents for the development of college are considered and accepted by the college administration.

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#### 6.13 Development programmes for support staff

Training programmes are held for non teaching staff for their skill development i.e. computer literacy and awareness of internet and financial matters at directorate of higher education uttarakhand.

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

NSS volunteers take initiative to clean the outskirts of college.

Use of plastic bags is banned inside the college campus

Tree plantation is done time to time by NSS and NCC volunteers.

### **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.

All the college employees do give two time attendance in the college. Time of arrival at and leaving of the college is also mentioned in the attendance register.

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

Two times attendance of the college employees has improved the regularity among employees which has a positive impact upon the work culture of the college.

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

- 1- Remedial classes have been conducted weaker SC/ST students.
- 2- Students are encouraged to work hard and prepare themselves up to the standards of various competitive exams.

##### 7.4 Contribution to environmental awareness / protection

Tree plantation was done by NCC cadets. NSS rallies were conducted for conservation of environment. Essay and debate competitions were conducted for students on topics of environmental importance.

7.5 Whether environmental audit was conducted? Yes  No

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

Nil

### **8. Plans of institution for next year**

1. To conduct a reaccreditation by NAAC in our institution.
2. To introduce semester pattern of examination in undergraduate classes.
3. Well functioning of career counselling cell in the college.
4. To conduct remedial classes for weaker students of the college.
5. To shift and start science faculty in a new building.
6. Improvement of student's attendance.
7. Well establishment of college canteen.
8. Building of college guest house.
9. To conduct seminars on various topics of national and international importance .

Name Swati Melkani

Swati

Signature of the Coordinator, IQAC

Name Prof. K. K. S. NSGJ

Prof. K. K. S. NSGJ

Signature of the Chairperson, IQAC

Principal  
S. V. Govt P. G. College  
Lohaghat (Chhampawat)