

**INSTRUCTIONS:**

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution.

The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, all the evidence are to be sent to NAAC to audit and to create an output profile of the institution in relation to NAAC core values on higher education.

This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution.

No judgement or categorization on institutional quality is intended. However, incremental growth profile of the institution for every year will be consolidated and the accreditation / reaccreditation process SSR/RAR will be prepared based on the survey response pattern by the concerned institution.

1. Kindly provide the details of the institution

Name of Institution:

Year of Establishment of the Institution:

Address Line 1:

Address Line 2:

City/Town:

State:

Postal Code:

Email Address:

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:

Current Grade:

CGPA:

3. Institutional Status

4. Contact Person Details

Name of Head of Institution:

Contact Phone:

Email:

Website URL:

Name of IQAC Co-ordinatorDr.

Email:

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)

02

Post Graduate (MA/M.Sc./M.Com etc.)

02

Research Programmes (M.Phil/P.hD)

00

Certificate Programmes

02

Professional Programmes

00

(B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)

Other value added programmes

01

Any other programme offered (Specify)

00

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year

00

New programmes designed

03

00

Programmes under revision

00

Interdepartmental collaborative programmes

00

Inter institutional collaborative programmes

00

Number of review committee

04

recommendations implemented (Total)

Number of NAAC peer team

04

recommendations implemented

Number of UGC/any other

00

expert committee recommendations implemented

Number of review

01

committee recommendation under implementation

Number of NAAC peer team

01

recommendations under implementation

Number of UGC/ any other

00

expert committee recommendations under implementation

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	111
Total faculty on rolls	111
Faculty added during the year	10
Faculty positions vacant	00
Faculty left during the year	13
Total number of visiting faculty	10
Total number of guest faculty	03

8. Qualification of Faculty

PhD and Above	15
MPhil	12
Masters	100
Any other (Specify)	CA-03, BE-02, Law-02= 07

9. Faculty qualification improvement

PhD awarded to existing faculty	01 (Pursuing Ph.D.=10, Mphil-01, MBA-03, M.S. Finance=01, Research Guide Msc -03, Phd.-01)
MPhil awarded to existing faculty	00
Any other degree awarded to existing faculty	05 (NET-National Eligibility Test, CSIR, UGC)

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	24
Administrative staff (Actual strength)	24
Added during the year of reporting	00
Left during the year	00
Number of posts vacant	00

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	09
Technical Support Staff (Actual strength)	09
Added during the year	00
Left during the year	00
Number of posts vacant	00

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of establishment / /
 of IQAC

13. Composition of IQAC (Enter a number, 0 for nil)

Number of IQAC members	27
Number of Alumni in IQAC	01
Number of Students in IQAC	02
Number of Faculty in IQAC	18
Number of Administrative Staff in IQAC	01
Number of Technical Staff in IQAC	01
Number of Management Representatives	01
Number of External experts in IQAC	02
Number of any other stakeholder and community representatives	01

14. IQAC Meetings

Number of IQAC meetings held during the year

15. Whether Calendar of activities of IQAC formulated for the academic year

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed

Number of value added programmes proposed

Number of skill oriented programmes proposed

Number of faculty competency and development programmes proposed

Number of other staff development programmes proposed

Number of student mentoring programmes proposed

Number of co-curricular activities proposed

Number of inter departmental cooperative schemes proposed

Number of community extension programmes proposed

Any other programmes proposed (Specify)

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented	01
Number of value added programmes implemented	01
Number of skill oriented programmes implemented	01
Number of faculty competency and development programmes implemented	02
Number of other staff development programmes implemented	02
Number of student mentoring programmes implemented	01
Number of co-curricular activities implemented	02
Number of inter departmental cooperative programs implemented	01
Number of community extension programmes implemented	01
Any other programmes suggested that are implemented (Specify)	00

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/ conferences/ workshops organized by IQAC within the institution	00
Number of participants from the institution	00
Number of participants from outside	00
Number of external experts invited	00
Number of external conferences/seminars/ workshops on institutional quality attended	00
Number of events conducted with IQACs of other institutions as collaborative programmes	00

19. Did IQAC receive any funding from UGC during the year ?

Yes

No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC 00

Amount Received from any other source including the college management 00

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

The log book and teaching plan of all the faculty's were monitored & there is also provision to check attendance online

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty

Number of faculty members involved in curriculum restructuring/revision/syllabus development

Number of programmes in which evaluation process reformation taken up and implemented

Number of active teaching days during the current academic year

Average percentage of attendance of students

Percentage of classes engaged by guest faculty and temporary teachers

Number of self financed programmes offered

Number of aided programmes offered

Number of programmes discontinued during the year

23. Whether any systematic student feedback mechanism is in place ?

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken

25. Is feedback for improvement provided to the faculty?

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	00
Number of minor research projects undertaken during the year	07
Number of major ongoing projects	00
Number of minor ongoing projects	07
Number of major projects completed	00
Number of minor projects completed	10
Number of major project proposals submitted for external funding	04
Number of minor project proposals submitted for external funding	00
Number of research publications in peer reviewed journals	110
Number of research publications in international peer reviewed journals	03
Number of research publications in national peer reviewed journals	39
Number of research papers accepted for publication in international peer reviewed journals	00
Number of research papers accepted for publication in national peer reviewed journals	00
Average of impact factor of publications reported	1.0
Number of books published	16
Number of edited books published	06
Number of books (single authored) published	04
Number of books (coauthored) published	13
Numbers of conferences attended by faculty	57
Number of international conferences attended	03
Number of national conferences attended	54

Number of papers presented in conferences	62
Number of papers presented in international conferences	16
Number of papers presented in national conferences	46
Number of conferences organized by the institution	02
Number of faculty acted as experts resource persons	02
Number of faculty acted as experts resource persons - international	01
Number of faculty acted as experts resource persons - national	01
Number of collaborations with international institutions	01
Number of collaborations with national institutions	00
Number of linkages created during the year	00
Total budget for research for current year as a percentage of total institution budget	5 Lakhs
Amount of external research funding received in the year	1,50,200.00
Number of patents received in the year	00
Number of patents applied for in the year	00
Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	00
Number of PhDs awarded during the year	01
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	2%

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)

Actual enrollment during the year

Student dropout percentage during the year

Success percentage in the final examination across the courses

Number of academic distinctions in the final examination and percentage

Number of students who got admitted to institutions of national importance

Number of students admitted to institutions abroad

Number of students qualified in UGC NET/ SET

Number of students qualified GATE/ CAT/ other examination (Specify)

28. Does student support mechanism exist for coaching for competitive examinations?

29. Student participation, if response is yes to Qn. 27

Number of students participated

30. Does student counselling and guidance service exist ?

31. Student participation, if answer to Qn. 29 is yes

Number of students participated

32. Career Guidance

Number of career guidance programmes organized

Percentage of students participated in career guidance programmes

33. Is there provision for campus placement?

34. If yes to Qn. 32

Number of students participated in campus selection programmes

Number of students selected for placement during the year

35. Does gender sensitization program exist ?

36. If Answer is Yes to Qn 34

Number of programmes organized

37. Student activities

Number of students participated in external cultural events	14
Number of prizes won by students in external cultural events	10
Number of cultural events conducted by the institute for the students	04
Number of students participated in international sports and games events	05
Number of students participated in national level sports and games events	31
Number of students participated in state level sports and games events	66
Number of students participated in university level sports and games events	201
Number of prizes won by students in international sports and games events	02
Number of prizes won by students in national level sports and games events	13
Number of prizes won by students in state level sports and games events	85
Number of prizes won by students in university level sports and games events	67
Number of sports and games events conducted by the institute for the students	14

38. Composition of students

Percentage of Scheduled Caste	1.52
Percentage of Scheduled Tribe	0.14
Percentage of other backward communities	3.05
Percentage of women students	40.40
Percentage of physically challenged	3.48
Percentage of rural students	00
Percentage of urban students	50.81

39. Scholarships and Financial Support

Number of students availing financial support from the institution 00

Amount disbursed as financial support from the institution 00

Number of students awarded scholarship from the institution 00

Number of students received notable national/international achievements/recognition 00

40. Student initiatives

Number of community upliftment programmes initiated by students 00

Number of literary programmes initiated by students 00

Number of social action initiatives based on science / environment initiated by students 02

Number of student research initiatives 02

SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

Yes

No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

Yes

No

43. Whether benchmarking is created for institutional quality management efforts ?

Yes

No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

**College percentage result is above the University result
University Rank Holder**

45. Is a Management Information System (MIS) in place ?

Yes

No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Others

(enter the respective details corresponding to the serial numbers)

47. Existence of learning resource management

	Yes	No
e-database in libr	<input checked="" type="radio"/>	<input type="radio"/>
IC land smartclassroom	<input checked="" type="radio"/>	<input type="radio"/>
e-learning resource (e-Books, e-Journals)	<input checked="" type="radio"/>	<input type="radio"/>
Production of teach modules	<input type="radio"/>	<input checked="" type="radio"/>
Interactive learni facilities	<input checked="" type="radio"/>	<input type="radio"/>

48. Internal resource mobilization : Kindly provide the amount contributed

Research	1,50200.00
Consultancy and training	00
Student contribution	
Alumni contribution	00
Wellwishers	00

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for nfastructure development	24804968=00
Amount spent for student welfare	10,43,783=00
Amount spent for staff welfare	

50. Is delegation of authority practiced

- Yes
 Yes
 No

51. Does grievance redressal cell exist ?

	Yes	No
Faculty	<input checked="" type="radio"/>	<input type="radio"/>
Students	<input checked="" type="radio"/>	<input type="radio"/>
Staff	<input type="radio"/>	<input type="radio"/>

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received

Number of grievances resolved

55. Has the institution conducted any SWOT analysis during the year

Yes

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

Annexure - I	<input type="text" value="5"/>
	<input type="text" value="6"/>

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

Annexure - II	<input type="text" value="5"/>
	<input type="text" value="6"/>

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

Annexure - III	<input type="text" value="5"/>
	<input type="text" value="6"/>

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

Annexure - IV	<input type="text" value="5"/>
	<input type="text" value="6"/>

61. Identify any significant progress made by the institution towards acheiving the goals and objectives during the year (list below in bullet format)

Annexure - V	<input type="text" value="5"/>
	<input type="text" value="6"/>

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

Annexure - VI	<input type="text" value="5"/>
	<input type="text" value="6"/>

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based the total score index arrived at that would map the strength and areas of improvement required.

You should send supporting evidence and other relevant information to the responses for this survey to NAAC.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank You for the participation.

Annexure – I (Ref. Question no 57)

- 1) Good infrastructure
- 2) Stake holders positive response to the institution
- 3) Good success rate of students at university examination and sports
- 4) Wild range of academic program with the large numbers of Job oriented and skill base diploma and certificate courses
- 5) Unity and integrity among faculty members.
- 6) Motivating students for higher studies and placements.

Annexure – II (Ref. Question no 58)

- 1) Limited academic linkage with other institutions and Universities for teaching and research.
- 2) Value education yet to be visible.
- 3) English communication skills.

Annexure – III (Ref. Question no 59)

- 1) More skill oriented program.
- 2) Money required for creative projects.

Annexure – IV (Ref. Question no 60)

- 1) Ensuring quality intensive knowledge flow with modern methods of information.
- 2) To motivate the teacher for more involvement in research activities.
- 3) Students to acquire to multiple skill for quantitative word.
- 4) Capitalization on good alumni and public support for development.

Annexure – V (Ref. Question no 61)

- 1) Skill oriented diploma and certificate course introduced.

Annexure – VI (Ref. Question no 62)

1. NAAC helps to improve the research quality.