



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

|   |  |  |
|---|--|--|
| <b>1. Name of the Institution</b>             |  | H.L.M.GIRLS COLLEGE  |
| Name of the head of the Institution           |  | Dr. Ekta Bhardwaj  |
| Designation                                   |  | Principal  |
| Does the Institution function from own campus |  | Yes  |
| Phone no/Alternate Phone no.                  |  | 01202678401  |
| Mobile no.                                    |  | 9871199828   |
| Registered Email                              |  | hlmcollege@gmail.com   |
| Alternate Email                               |  | hlmcollege@gmail.com   |
| Address                                       |  | 502, 14KM STONE, NH24, DELHI-HAPUR ROAD<br>JINDAL NAGAR HAPUR UTTAR PRADESH PIN<br>CODE 201015 |
| City/Town                                     |  | HAPUR  |
| State/UT                                      |  | Uttar pradesh  |
| Pincode                                       |  | 201015   |

|  |                      |
|--|----------------------|
| <b>2. Institutional Status</b>         |                      |
| Affiliated / Constituent               | Affiliated           |
| Type of Institution                    | Women                |
| Location                               | Rural                |
| Financial Status                       | Self financed        |
| Name of the IQAC co-ordinator/Director | PRADEEP KUMAR        |
| Phone no/Alternate Phone no.           | 01202807474          |
| Mobile no.                             | 9810117373           |
| Registered Email                       | hlmcollege@gmail.com |
| Alternate Email                        | hlmcollege@gmail.com |

|  |   |
|--|---|
| <b>3. Website Address</b>  |   |
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="http://www.hlmgirls.org.in/index.html">http://www.hlmgirls.org.in/index.html</a> |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="http://www.hlmgirls.org.in/index.html">http://www.hlmgirls.org.in/index.html</a> |

| <b>5. Accrediation Details</b> |       |      |                      |             |             |
|--------------------------------|-------|------|----------------------|-------------|-------------|
| Cycle                          | Grade | CGPA | Year of Accrediation | Validity    |             |
|                                |       |      |                      | Period From | Period To   |
| 1                              | B     | 2.37 | 2011                 | 16-Sep-2011 | 15-Sep-2016 |

|   |             |
|---|-------------|
| <b>6. Date of Establishment of IQAC</b> | 15-Jul-2010 |
|---|-------------|

**7. Internal Quality Assurance System**

| Quality initiatives by IQAC during the year for promoting quality culture |                   |                                       |
|---|-------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC                             | Date & Duration   | Number of participants/ beneficiaries |
| Faculty development program on stress                                     | 29-Sep-2016<br>01 | 17                                    |

|  |                   |    |
|--|-------------------|----|
| management                             |                   |    |
| Mentor-Mentee Program                  | 05-Oct-2016<br>01 | 16 |
| Students Welfare Activity              | 28-Jul-2016<br>01 | 18 |
| Decisions for EDP on Table etiquettes. | 12-Aug-2016<br>01 | 15 |

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/ Faculty          | Scheme | Funding Agency | Year of award with duration | Amount |
|--|--------|----------------|-----------------------------|--------|
| <b>No Data Entered/Not Applicable!!!</b> |        |                |                             |        |
| <b>No Files Uploaded !!!</b>             |        |                |                             |        |

**9. Whether composition of IQAC as per latest NAAC guidelines:**

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

? Academic Calendar for the session was more holistic in approach and it's successful implementation was monitored by IQAC.

? Many activities were organised by IQAC under Corporate Outreach Programs initiated to bridge the skill gap.

? Institutional Social Responsibility activities were given due importance.

? Academic autonomy was ensured through systematic check points.

? More Faculty Development Programs, workshops and seminars were organised for ensuring quality in higher education and creating awareness to bridge the gap between traditional pedagogy and 21st century learner.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action   | Achivements/Outcomes   |
|--|--|
| 1. Academic Calendar (Holistically designed)   | The Academic Calendar for the session 20162017 was more elaborate and was successfully executed.         |
| 2. Corporate Outreach programs initiated to bridge the skill gap.                              | Many activities were organised during the session, Detail report in annexure.....                        |
| 3. Institutional Social Responsibility activities were given due importance.                   | Many activities were organised during the session, Detail report in annexure.....                        |
| 4. Academic autonomy was ensured through systematic check points                               | All courses follow a lecture plan and all teachers prepare a course- file for their respective subjects. |
| 5. Faculty Development Programs were organised to ensure the continuous learning for teachers. | Three faculty development programs were organised during the session.                                    |
| <a href="#">View Uploaded File</a>   |  |

**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2016

Date of Submission

14-Feb-2016

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

ERP System developed every students online monthly salary slips sent to the

faculty. Students internal assessment system to maintain attendance data class test and internal assessment, Remedial classes for the up gradation of students. Also pre university examination system to prepare them for final examinations by university. Academic calendar to inform the academic and cultural events of the college carrier guidance and placement cell is also active for the benefit of the students

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

To achieve excellence in teacher Education To impart latest knowledge to teacher education to the students. To provide a sound background in theory and practice of teacher training. To impart education to the disadvantaged children living in nearby areas. To provide equal opportunities of learning to all irrespective of caste, creed, sex, social-economic status. To the make efforts for the all round development of the personality of the students. To create awareness and understanding among students and teachers regarding social needs of the community as well as of the country and prepare them for fulfilling such needs. To make the students aware of ecological balance in the nature. To create awareness among students about current environment position and its consequences. To impart quality and value based education. To enable the students to gain fruitful employment. To prepare teacher and teacher educators as per the global trends and demands. The Institute follows rules and regulations prescribed by CCS University, Meerut to which it is affiliated. As an affiliated self financed Institute, the Institute plays vital role in curricular development process and sends its suggestions to the University for modifications and up gradation of syllabus of B.Ed. course from time to time. For this purpose, the principal of the Institute holds a series of meeting with the faculty members, seek their suggestions, and sends the suggestions to the University for curricular Development and its revision. Consequent upon these suggestions, CCS University has drafted the revised syllabus of B.Ed. course. The objectives of the Institute are translated into the academic programmes, academic activities of the Institute by using innovative ideas of the faculty members. As inclusion of ICT and Environmental Education are the growing demands of the globe in general and our Nation in particular so both these are the thrust areas of the institute. The students are motivated to give their emphasis on research in these areas. The teachers of this Institute are also actively engaged in research work in these broad areas.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate                        | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene urship | Skill Development |
|------------------------------------|-----------------|-----------------------|----------|---|-------------------|
| No Data Entered/Not Applicable !!! |                 |                       |          |   |                   |

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course                   | Programme Specialization | Dates of Introduction |
|------------------------------------|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! |                          |                       |
| No file uploaded.                  |                          |                       |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS   | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|------------------------------------|--------------------------|---|
| No Data Entered/Not Applicable !!! |                          |   |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| Certificate                        | Diploma Course |
|------------------------------------|----------------|
| No Data Entered/Not Applicable !!! |                |

**1.3 – Curriculum Enrichment**

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses     | Date of Introduction | Number of Students Enrolled |
|-------------------------|----------------------|-----------------------------|
| Interview Facing Skills | 22/12/2016           | 10                          |
| No file uploaded.       |                      |                             |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title            | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|------------------------------------|--------------------------|---|
| BEd                                | Internship               | 15  |
| <a href="#">View Uploaded File</a> |                          |   |

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | Yes |
| Alumni    | Yes |
| Parents   | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

| Feedback Obtained   |
|---|
| Feedback from students is obtained in a prescribed Performs on the curriculum, teaching-learning-evaluation, teachers, facilities, support services and overall learner centrist issues. During the meeting Alumni Association the Principal of the institute chairs the session. He gets the feedback from the Alumni. Since they are one of the stakeholders they provide proper feedback and practical suggestions for revision of the curriculum Feedback relating to the curriculum from all these sources are collected and intimated to the management. The committee reviews the feedback and suggestions to identify the area for improvement. These areas and suggestions are sent to the University and NCTE for favorable consideration and actions. Feedback is taken on regular basis regarding the overall facilities such a computer lab, mess, canteen, well |

known hygiene and cleanliness. The actions to issues of urgent on the spot nature are addressed by using the authority straight way. The alternative issues which require management approval are addressed to the Honorable Chairman. Regarding faculty feedback the academic behavior feedback from the student are analysed and the essential corrective measures recommended to faculty members. The alumni of the college whove moved to higher education or in govt sector give a feedback on how their years in the institution helped them to perform of their places of work/study.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme              | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|------------------------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BEd                                | Education                | 200                       | 31                             | 31                |
| <a href="#">View Uploaded File</a> |                          |                           |                                |                   |

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2016 | 31  | 0   | 16  | 0   | 16   |

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll                                   | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|--|---|-----------------------------------|----------------------------------|---------------------------|---------------------------------|
| 12   | 12  | 20                                | 2                                | 2                         | 1                               |
| <a href="#">View File of ICT Tools and resources</a>         |   |                                   |                                  |                           |                                 |
| <a href="#">View File of E-resources and techniques used</a> |   |                                   |                                  |                           |                                 |

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students are supported through remedial coaching classes and mentoring. Final year students are provided with mentoring from passed out students/Alumni to help them analyse job profiles and career options after completion of their graduation. Visiting and Guest lecturers also mentor students regarding overall development and further educational courses after graduation. Alumni committee is established to bridge the gap between current batch students and pass out for employ ability skills enhancement required in industry. Students are encouraged to participate in various Seminars, Workshops Symposiums. Subject wise special remedial classes are provided for slow learners. The mentors extends various support to students, such as- Grievance Redressal Cell has been set up for listening and execution? • complaints of students. Placement cell has been set up to provide placement services related? • information to B.Ed. Students. Co-curricular and cultural events are organized.? • Workshops are conducted for B.Ed. students.? • Classes, mock test, debates, group discussions, proficiency and personality development workshops. The Mentors are appointed to meet the needs of the slow learners. They? • Provide them personal, academic and social counseling. The mentors help the students, particularly slow learners to develop? • Their personality and move ahead. Class Coordinator is appointed for every class to take special care, to monitor, guide, and help the slow learners improve. On the other side, the institute also identifies, the advance learners, and work on them as per the Requirements. Co-curricular or extra co-curricular

activities encourage participative learning approach. Advance learners are also encouraged to take up internships. The various activities like management fest, quiz, debates, seminars, exhibitions, colloquium etc., are conducted for advanced learners to motivate them and help them excel in all the fields.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 31   | 16                          | 1:2                   |

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 16                          | 16                      | 0                | 16                                       | 1                        |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award                             | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|-------------|--|
| <b>No Data Entered/Not Applicable !!!</b> |   |             |  |
| No file uploaded.                         |   |             |  |

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name    | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|-------------------|----------------|----------------|--|---|
| BEd               | B.Ed.          | Annual         | 30/05/2017   | 17/07/2017  |
| No file uploaded. |                |                |  |   |

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous assessment evaluation of the students is done through One preuniversity examination. Two assignments in each subject. University examinations. ? In the beginning of each session, the total contents of each paper are divided into three terms: September to December, January to March and April to June. ? In each term, certain numbers of units are covered. Each teacher educator conducts a unit test in her class in order to facilitate learning and to get the feedback from students about teaching and learning. ? In the middle of the session, house tests are conducted in which more than 65 of syllabus in each subject is covered for the purpose of examination. ? It helps to ensure quality of teaching and understanding of student 'teachers. Wherever, there is a gap/shortcoming, timely remedial measures are adopted. ? Students are assessed through regular sessional tests and annual examination.

The affiliating University has introduced the unit based curriculum. The candidates are required to answer questions from each unit. The candidates are free to apply for re-evaluation if they so desire. ? As the College is affiliated to C.C.S. University, the educational and examination reforms done by University are taken care from time to time. The institute prepares the students for University examinations, first of all by the completion of syllabus and then fifteen days time is given for revision before they appear for University examination. Whenever there are internal exams, house test, the



answer scripts are shown to the students after evaluation. ? There is an internal assessment component of 20 marks which is prescribed by the University. The evaluation of internal marks is done by the subject teacher concerned. Whenever there is grievance, same is sorted out.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute adheres to the academic calendar prepared according to the calendar provided by affiliating university every year prepare the academic calendar for smooth functioning. This ensures that the curriculum is enriched through related activities like seminar, Guest Lecture, Work Shop and othe culture activates. For the academic session academic calendar was prepare and followed for conduct of examination and other activates. The academic calendar displayed on the institute website as to ensure proper executionThe institute prepare over on academic calendar for various programmed as beginning of the academic session, Unit test schedule, annual Cultural fest, Vacation schedule, Educational Tour, Practice Teaching schedule etc

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.hlmgirls.org.in/gallery.html>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| E              | BEd            | BEd                      | 19  | 19  | 100             |

[View Uploaded File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.hlmgirls.org.in/gallery.html>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project                     | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|----------|----------------------------|------------------------|---------------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |          |                            |                        |                                 |
| No file uploaded.                         |          |                            |                        |                                 |

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar                 | Name of the Dept. | Date |
|---|-------------------|------|
| <b>No Data Entered/Not Applicable !!!</b> |                   |      |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| Nil                     | Nil             | Nil             | Nil           | Nil      |
| No file uploaded.       |                 |                 |               |          |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| Nil               | Nil  | Nil          | Nil                  | Nil                | Nil                  |
| No file uploaded. |      |              |                      |                    |                      |

**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

| State                              | National | International |
|------------------------------------|----------|---------------|
| No Data Entered/Not Applicable !!! |          |               |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department             | Number of PhD's Awarded |
|------------------------------------|-------------------------|
| No Data Entered/Not Applicable !!! |                         |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type                               | Department | Number of Publication | Average Impact Factor (if any) |
|------------------------------------|------------|-----------------------|--------------------------------|
| No Data Entered/Not Applicable !!! |            |                       |                                |
| No file uploaded.                  |            |                       |                                |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department                         | Number of Publication |
|------------------------------------|-----------------------|
| No Data Entered/Not Applicable !!! |                       |
| No file uploaded.                  |                       |

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper                 | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|------------------------------------|----------------|------------------|---------------------|----------------|---|---|
| No Data Entered/Not Applicable !!! |                |                  |                     |                |   |   |
| No file uploaded.                  |                |                  |                     |                |   |   |

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper                 | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|------------------------------------|----------------|------------------|---------------------|---------|---|---|
| No Data Entered/Not Applicable !!! |                |                  |                     |         |   |   |
| No file uploaded.                  |                |                  |                     |         |   |   |

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 1             | 2        | 0     | 0     |
| No file uploaded.           |               |          |       |       |

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities           | Organising unit/agency/collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|-----------------------------------|---|--|--|
| Awareness Program on Women Safety | Local Agencies                              | 5  | 18   |
| Plantation Programme              | Local Agencies                              | 4  | 17   |
| No file uploaded.                 |   |  |  |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity               | Award/Recognition | Awarding Bodies | Number of students Benefited |
|------------------------------------|-------------------|-----------------|------------------------------|
| No Data Entered/Not Applicable !!! |                   |                 |                              |
| No file uploaded.                  |                   |                 |                              |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme   | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|----------------------|---|----------------------|--|--|
| Communication Skills | Local Agencies                              | Debate               | 4  | 13   |
| No file uploaded.    |   |                      |  |  |

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity                 | Participant | Source of financial support | Duration |
|------------------------------------|-------------|-----------------------------|----------|
| No Data Entered/Not Applicable !!! |             |                             |          |
| No file uploaded.                  |             |                             |          |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| Taching Practice  | Teaching Practice    | Local Schools   | 13/10/2016    | 27/10/2016  | 12          |

|                           |            |               |            |            |    |
|---------------------------|------------|---------------|------------|------------|----|
| Internship                | Internship | Local Schools | 01/08/2016 | 21/12/2016 | 10 |
| <a href="#">View File</a> |            |               |            |            |    |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation                              | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---|--------------------|--------------------|---|
| <b>No Data Entered/Not Applicable !!!</b> |                    |                    |   |
| No file uploaded.                         |                    |                    |   |

#### **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

##### **4.1 – Physical Facilities**

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 17   | 17.56  |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                        | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Campus Area                       | Existing                |
| Class rooms                       | Existing                |
| Laboratories                      | Existing                |
| Seminar Halls                     | Existing                |
| Classrooms with LCD facilities    | Existing                |
| Seminar halls with ICT facilities | Existing                |
| Classrooms with Wi-Fi OR LAN      | Existing                |
| <a href="#">View File</a>         |                         |

##### **4.2 – Library as a Learning Resource**

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| Koha                      | Partially                                 | 23.11   | 2016               |

4.2.2 – Library Services

| Library Service Type | Existing |        | Newly Added |       | Total |        |
|----------------------|----------|--------|-------------|-------|-------|--------|
|                      |          |        |             |       |       |        |
| Text Books           | 8007     | 800700 | 100         | 12500 | 8107  | 813200 |
| Reference Books      | 750      | 75000  | 45          | 5625  | 795   | 80625  |
| Journals             | 2        | 1000   | 1           | 500   | 3     | 1500   |
| Others(s pecify)     | 3        | 2160   | Nil         | Nil   | 3     | 2160   |
| Others(s             | 4        | 3840   | Nil         | Nil   | 4     | 3840   |

pecify)

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher                       | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|--------------------|---------------------------------------|-----------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                    |                                       |                             |
| No file uploaded.                         |                    |                                       |                             |

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type         | Total Computers | Computer Lab | Internet  | Browsing centers | Computer Centers | Office   | Departments | Available Bandwidth (MBPS/GBPS) | Others   |
|--------------|-----------------|--------------|-----------|------------------|------------------|----------|-------------|---------------------------------|----------|
| Existing     | 9               | 1            | 9         | 0                | 0                | 4        | 6           | 50                              | 0        |
| Added        | 16              | 1            | 16        | 0                | 0                | 4        | 6           | 50                              | 0        |
| <b>Total</b> | <b>25</b>       | <b>2</b>     | <b>25</b> | <b>0</b>         | <b>0</b>         | <b>8</b> | <b>12</b>   | <b>100</b>                      | <b>0</b> |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| Computer, scanner and printer              | <a href="#">ppt's</a>  |

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| Nil                                    | 125902   | 500000                                 | 350000   |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The allocated funds are utilized under the observation of various monitoring committees such as Purchase committee, Repair and maintenance committee, Sports Committee, Library committee, Lab Maintenance Committee, Students Feedback committees. of the college. To maintain and upkeep the infrastructure Institute facilities and equipments, following activities are undertaken by college:-

- There is Stock Maintenance Committee in every department, who maintains the stock register by physically verifying the items round the year. •Department wise annual stock verification is done by concerned Head of the Department.
- Regular maintenance of Computer Laboratory equipments are done by Laboratory Assistant along with Laboratory attendant and they are headed by Lab Maintenance Committee Convener. •Overall development of campus is done by

Campus Discipline and Cleanliness Committee of the college. •Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute Fourth Class Employees. •College campus maintenance is monitored through regular inspection. •Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. •Regular maintenance of the water cooler and water purifier is done by outsourcing agent. •The maintenance of the reading room and stock verification of library books is done regularly by library staff.

<http://www.himgirls.org.in/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

|                                      | Name/Title of the scheme                  | Number of students | Amount in Rupees |
|--------------------------------------|---|--------------------|------------------|
| Financial Support from institution   | Nil                                       | Nil                | Nil              |
| Financial Support from Other Sources |   |                    |                  |
| a) National                          | Scholarship from Samajkalyan Deptt. Hapur | 2                  | 60000            |
| b) International                     | Nil                                       | Nil                | Nil              |

[View File](#)

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| Carrier Counselling                       | 20/07/2016             | 15                          | By Local Agencies |

No file uploaded.

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme  | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|---------------------|--|--|--|---------------------------|
| 2017 | Carrier Counselling | 10   | 10   | 5  | 3                         |

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#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received          | Number of grievances redressed | Avg. number of days for grievance redressal |
|------------------------------------|--------------------------------|---|
| No Data Entered/Not Applicable !!! |                                |   |

### 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

| On campus                     |                                 |                           | Off campus                    |                                 |                           |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| 4                             | 15                              | 4                         | Nil                           | 0                               | 0                         |
| <a href="#">View File</a>     |                                 |                           |                               |                                 |                           |

### 5.2.2 – Student progression to higher education in percentage during the year

| Year              | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|-------------------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2017              | 2  | B.Ed.                    | Education                 | Local                      | M.Ed.                         |
| No file uploaded. |  |                          |                           |                            |                               |

### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items                              | Number of students selected/ qualifying |
|------------------------------------|---|
| No Data Entered/Not Applicable !!! |   |
| No file uploaded.                  |   |

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                           | Level         | Number of Participants |
|------------------------------------|---------------|------------------------|
| Chess, Kho-Kho, Badminton and Race | College Level | 16                     |
| <a href="#">View File</a>          |               |                        |

## 5.3 – Student Participation and Activities

### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year                               | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------------------------------------|-------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| No Data Entered/Not Applicable !!! |                         |                         |                             |                               |                   |                     |
| No file uploaded.                  |                         |                         |                             |                               |                   |                     |

### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College believes that overall growth of students is possible only when we give student a platform to express themselves in their areas of interest other than academic front. We have cultural committee and sports committee for the development of the students. Students and teachers actively participated in the different activities and are further involved in the organization and sharing responsibility. Students are also given sports kit materials to boost up them. The college students are also divided into the groups for the debate and quiz activities and also for the encouragement to write up for magazines. Each student group is allowed to display their creative writing and painting on the walls on a monthly basis.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

10

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

01

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal of the institution plays a dynamic role in governance and management of the curriculum, administration, allocation and utilization of the resources because of his twin qualities of head and heart. Principal monitors overall activities included in the curriculum of the institution like coverage of syllabus, attendance of students, participation and organization of inter and intra college competitions, discipline, time table etc. Principal has excellent liaison with the management, staff and students. He has efficient internal coordinating and monitoring mechanism. He frequently holds meetings of staff council and other committees for improvement of the institutional process. Principal is sensitized to modern managerial concepts such as strategic planning, team work, decision making and is well versed with the concept of ICT and total quality management. Principal allocates various resources to ensure its optimum use. Utilization of resources is monitored by obtaining feedback from the respective in-charge.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type  | Details   |
|--|---|
| Library, ICT and Physical Infrastructure / Instrumentation | Well equipped library with following facilities:- Text Books and Reference Books Journal/Periodicals, Magazines and Newspapers Computers Audio and Video Cassettes Internet Resource materials on digital media such as CDs   |
| Teaching and Learning                                      | Institution plans and deploys the new technology for effective and efficient transaction of teaching learning process. Lesson delivered on Power Point Presentation for the students. Use of internet by the students and faculty. Use of LCD Projector, OHP by the faculty members for delivering lectures. Use of LCD Projector and OHP |



in extension lectures, seminars and workshops conducted in the college.

Admission of Students

The institute follows a fair and transparent process of admission the seats are filled through centralized counseling seat allocation is made on the basis of marks obtained by the candidates in entrance test or qualifying examination. The Candidates in entrance test or qualifying examination. The candidates attend the counseling and are offered seats in the Institute of their choice as per their merit. The merit of admission is considered only if the candidate has obtained at least 50 marks in graduation/Post graduation class and produce the detailed marks sheet for the same on his/her respective date of counseling. In case of Sc/ST candidates a relaxation of 5 is allowed in minimum eligibility condition.

Examination and Evaluation

Students are assessed through regular sessional tests and annual examination. The affiliating University has introduced the unit based curriculum. The candidates are required to answer questions from each unit. The candidates are free to apply for reevaluation if they so desire. As the College is affiliated to C.C.S. University, the educational and examination reforms done by University are taken care from time to time. The institute prepares the students for University examinations, first of all by the completion of syllabus and then fifteen days time is given for revision before they appear for University examination. Whenever there are internal exams, house test, the answer scripts are shown to the students after evaluation. There is an internal assessment component of 20 marks which is prescribed by the University. The evaluation of internal marks is done by the subject teacher concerned. Whenever there is grievance, same is sorted out.

Curriculum Development

The Institute follows rules and regulations prescribed by CCS University, Meerut to which it is affiliated. As an affiliated self financed Institute, the Institute plays vital role in curricular development process and sends its suggestions to the University for modifications and up gradation of syllabus of B.Ed. course

from time to time. For this purpose, the principal of the Institute holds a series of meeting with the faculty members, seek their suggestions, and sends the suggestions to the University for curricular Development and its revision. Consequent upon these suggestions, CCS University has drafted the revised syllabus of B.Ed. course. This revised syllabus after being passed by the Academic Council of CCS University, Meerut is likely to be implemented w.e.f. 2012.

6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area             | Details  |
|-------------------------------|--|
| Finance and Accounts          | Institute has computerized its finance management System. Preparation of income expenditure statement balance sheet, fee collection, salary bill etc is computerized for which different software's are used.  |
| Student Admission and Support | The institute follows a fair and transparent process of admission the seats are filled through centralized counseling seat allocation is made on the basis of marks obtained by the candidates in entrance test or qualifying examination. The Candidates in entrance test or qualifying examination. The candidates attend the counseling and are offered seats in the Institute of their choice as per their merit. The merit of admission is considered only if the candidate has obtained at least 50 marks in graduation/Post graduation class and produce the detailed marks sheet for the same on his/her respective date of counseling. In case of Sc/ST candidates a relaxation of 5 is allowed in minimum eligibility condition. |
| Planning and Development      | Practice teaching schedule is prepared in consultation with the Principals of the schools. The school faculties are involved in planning about allocation of classes to pupil teachers and its smooth conduct thereof. Time table in charge of respective schools are actively involved in the process. Teaching practice schools are also invited to take the teaching aids for use in the schools according to their needs.  |
| Examination                   | Students are assessed through regular sessional tests and annual examination.  |

The affiliating University has introduced the unit based curriculum. The candidates are required to answer questions from each unit. The candidates are free to apply for reevaluation if they so desire. As the College is affiliated to C.C.S. University, the educational and examination reforms done by University are taken care from time to time. The institute prepares the students for University examinations, first of all by the completion of syllabus and then fifteen days time is given for revision before they appear for University examination. Whenever there are internal exams, house test, the answer scripts are shown to the students after evaluation. There is an internal assessment component of 20 marks which is prescribed by the University. The evaluation of internal marks is done by the subject teacher concerned. Whenever there is grievance, same is sorted out.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year                                      | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|-----------------|--|--|-------------------|
| <b>No Data Entered/Not Applicable !!!</b> |                 |  |  |                   |
| No file uploaded.                         |                 |  |  |                   |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year              | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date  | To Date    | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|-------------------|--|---|------------|------------|---|---|
| 2017              | Guest Lecture  | Guest Lecture, on Health Tips and Nutrition by Dr. Arjun Sharma                 | 11/09/2017 | 12/09/2017 | 8                                       | 2   |
| No file uploaded. |  |   |            |            |   |   |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|-----------|---------|----------|
| <b>No Data Entered/Not Applicable !!!</b>       |                                 |           |         |          |
| No file uploaded.                               |                                 |           |         |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 4         | 4         | 2            | 2         |

6.3.5 – Welfare schemes for

| Teaching  | Non-teaching  | Students   |
|---|---|--|
| Group Insurance Schemes, Best faculty award has been initiated comprising hefty cash price. | Group Insurance Schemes, Best Employee award has been initiated comprising hefty cash price | Group Insurance Schemes, Also, on festive occasions, lunches are organized. Subsidized in campus housing and subsidized meals are also provided in the hostel mess |

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

|  |
|--|
| Yes, The institute has appointed an auditor (CA) to audit the accounts. There are no objections on the outcome of last two audits. |
|--|

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| <b>No Data Entered/Not Applicable !!!</b>                |                               |         |
| No file uploaded.  |                               |         |

6.4.3 – Total corpus fund generated

|   |
|---|
| <b>No Data Entered/Not Applicable !!!</b> |
|---|

**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type     | External |                        | Internal |           |
|----------------|----------|------------------------|----------|-----------|
|                | Yes/No   | Agency                 | Yes/No   | Authority |
| Academic       | Yes      | CCS University, Meerut | Yes      | Principal |
| Administrative | Yes      | CCS University, Meerut | Yes      | Principal |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

|  |
|--|
|  |
|--|

Parents are cordially invited for Orientation Programme of their wards on their first Day of College every year. We conduct regular meetings and telephonic contact with the parents on monthly basis after attendance. Feedback from parents is given due consideration. Parents are always invited for Appreciation Ceremony of Meritorious Students on Annual Day.

6.5.3 – Development programmes for support staff (at least three)

Workshop on work- Life balance and Stress Management. Workshop on Stress Management Workshop on memory enhancement techniques. Workshop on Health Tips and Nutrition

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Regular health check-up camps in college to ensure the well-being of the employees. 'Holistic' approach towards all the stake holders, More open interactive and progress oriented organizational culture.

6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF               | No  |
| c) ISO certification                   | No  |
| d) NBA or any other quality audit      | No  |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year              | Name of quality initiative by IQAC   | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|-------------------|--|-------------------------|---------------|-------------|------------------------|
| 2017              | District Level Principal's meet on Quality Enhancement in Teacher Education on 2nd February 2017 | 02/02/2017              | 02/02/2017    | 02/02/2017  | 13                     |
| No file uploaded. |  |                         |               |             |                        |

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To  | Number of Participants |      |
|------------------------|-------------|------------|------------------------|------|
|                        |             |            | Female                 | Male |
| Womens Day Celebration | 08/03/2017  | 08/03/2017 | 10                     | 1    |
| Hindi Diwas            | 14/09/2017  | 14/09/2017 | 9                      | 1    |
| Teachers Day           | 05/09/2017  | 05/09/2017 | 10                     | 1    |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The institute makes every effort to integrate cross cutting issues as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum. The Institute provides various means to educate or aware the students on Climate Change and Environmental Education. Institute has dedicated environmental society which is basically an ECO club of students that organizes many events and aims at promoting and increasing environmental consciousness, awareness and responsibility amongst the Institute youth and the populace.

Every year a plantation drive is done in the campus having a special budget/sponsorship for the event. Dustbins are installed at various positions and cleanliness is maintained. Conscious efforts are made to switch off lights and fans when not in use, to save energy. The institute has installed solar panels for supplementing the need of power supply to the hostel. Cleanliness drive is organized to create awareness and motivation among students to keep the environment clean.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities     | Yes/No | Number of beneficiaries |
|---------------------|--------|-------------------------|
| Physical facilities | Yes    | Nil                     |
| Rest Rooms          | Yes    | Nil                     |

7.1.4 – Inclusion and Situatedness

| Year              | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative                          | Issues addressed             | Number of participating students and staff |
|-------------------|--|--|------------|----------|---|------------------------------|--|
| 2017              | 2  | 2  | 11/07/2016 | 02       | To encourage them for Education importance. | Education for all awareness. | 17   |
| No file uploaded. |  |  |            |          |   |                              |  |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title                       | Date of publication | Follow up(max 100 words)  |
|-----------------------------|---------------------|---|
| Code of Professional Ethics | 11/07/2016          | Code of Professional Ethics is contained in UGC Regulation on Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education. The CCS University Meerut adopted it in its meeting of the Executive Council. The University thereafter notified the Colleges and |

Departments. It is mandatory for the Permanent Faculty of the Higher Education Institutions to sign the Code to ensure a responsible pattern of code and demeanor expected of teachers by the community maintain dignity of profession and facilitate continuous professional growth through their study and research.

College Prospectus

20/06/2016

The College Prospectus is a code of conduct for various stakeholders. It is published annually, a few months in advance of the Admission of the new students. It lays down the vision and mission of the College to educate, enable and empower young women and prescribes adherence to human values, such as, diversity integration programs, service and sensitivity towards community, awareness about heritage and history, environmental consciousness and values of citizenship. It prescribes Professional Ethics through insistence upon rules and regulations and ordinances that are necessary for maintaining the College Discipline and its Best Practices. This creates an environment conducive to work culture that is ethical and transparent and central to the working of the institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                  | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| <b>No Data Entered/Not Applicable !!!</b> |               |             |                        |
| No file uploaded.                         |               |             |                        |

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Swachh Bharat Abhiyan -Poster Making Competition- Swachhta PakhwadaCleanliness Drive Plantation Drive No Plastic Campus Green landscaping with trees and plants Students participate in campaigns like "Adopt a tree" Plantation Drive Awareness about deforestation Conserve native species of plants and trees. Education awareness program in the society, Awareness regarding the plantation, No Plastic Campus, Save Water, Promote paper less transaction.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Linkage of All Activities With Vision and Mission:** All the activities of the institution are linked with the vision and mission. It has led to the growth of the college in the recent years in the field of infrastructural facilities, enhancement of teaching-learning process and image enhancement in the masses. The commitment of the Principal, faculty and staff has elicited cooperation from the alumni, parents, community and local bodies. Staff meetings are held at regular intervals to review whether the activities are being carried out in tune with vision and mission of the institution. Periodic review is one to ensure the same. Providing Excellent Growth Oriented Academic Environment for the Faculty: The members of faculty are provided conducive environment for the growth of institution and their personal growth as well. All faculty members and non-teaching staff direct their efforts towards the improvement of the institution. This had led to sharing of knowledge, innovative practices and high degree of satisfaction level among members of the staff. Self motivation and initiation are the outcomes of this constructive environment. Active Support of Management in College Activities: Management of the college actively supports and strengthens the processes going on in the institution. They provide infrastructural facilities without any constraint and help in making the academic climate appropriate for learning and development. Support is provided readily with regard to faculty development, physical facilities and innovations in teaching. Immediate action is taken as and when required by the institution. Objectives of the Practice : The objectives/intended outcomes of this best practice are: To facilitate effective teaching learning process in all the courses. To accomplish holistic growth of students and enhance their learning experiences and outcomes. To ensure effective teaching learning, students are actively involved in the teaching learning process through student centred innovative pedagogies such as inquiry approach, constructive strategies, project learning, brainstorming sessions, ICT based learning and presentations. Monthly attendance of the students is intimated to the students and their parents. On the basis of low attendance, students are detained from appearing in examination (at the end of the semester). Each department submits an annual report on the activities comprising academic activities, research and extension activities. Innovations in teaching/learning, publications, staff and student achievements, extra and co- curricular activities are also highlighted in the report. Annual reports of various departments are consolidated at the Director's office, which further goes to the Governing Body. To ensure quality sustenance and enhancement, the Institute periodically conducts the performance audit of the departments(by Internal Quality Assurance Cell) which includes review of Teaching - learning methodologies, result analysis, research output, Faculty Development Programs attended/conducted and Extension activities, Cocurricular and extra-curricular activities conducted during the year.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.hlmgirls.org.in>



### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

HLM Girls college jindal Nagar, Hapur is a self-financing, quality conscious and trend setting Institute with focus on providing equal opportunities for development of human potentials for every segment of society including the differentiated one. The HLM Girls college is a venture of its own kind where academics and professionals have joined hands to aid and direct the agenda of education. The Institute, situated in the heart of Hapur is spread over about 2.17 acres of land and has best of Infrastructure and academic facilities with highly qualified and experienced staff and state of the art computer labs. The Institute has been established through the dedicated and selfless endeavours of educationists and social workers who are deeply concerned with the standards of education and are determined to upgrade the quality, content and direction of education. HLM Girls college has an Intellectual capital comprising of 16 faculty members dedicated to facilitate acquisition of conceptual understanding, skills and requisite behavioral qualities to groom students into tomorrow's Global Professionals. In terms of placement, HLM Girls college boasts of not only a steady stream of campus recruiters but we have also assurances for future tie-ups and recruitment opportunities for our students.

Provide the weblink of the institution

<http://www.hlmgirls.org.in/>

### 8.Future Plans of Actions for Next Academic Year

Continuing with the tradition of striving for excellence, the Academic Calendar would be prepared, as per the Academic Calendar of the Affiliating University with additional activity. This year, we plan to make the Academic Calendar more 'action-oriented', especially as per the needs of students. More extension lectures, will be scheduled, so as to bridge the gap between classroom teaching. Also, keeping in mind the high level of stress among youth, new activities would be planned for the mental well-being of the youth. More activities of Social Outreach would be organised like donation camps, blood donations, plantation drives, environment awareness events etc. Apart from increasing the activities in these regular areas, we at HLM Girls College plan to do the following additional things in the next academic session. Pre-Placement Activities: We are planning to conduct a large number of pre-placement activities for the final year students, so as to help them optimally utilise the benefits of placement opportunities. This is being initiated on basis of feedback received from various stakeholders. Alumni Registration: In this academic session, we also plan to expedite the process of registration for the alumni. Currently more than one three hundred alumni are regularly in touch with the institution, contributing towards making the institute a centre for excellence. Through registration, we would be able to unleash the huge potential of the alumni placements at respectable positions in different organisations globally. Course Management: To implement the curriculum in a more effective manner, it is planned to follow new formats for lesson plan and evaluation. These have already been circulated to faculty members. Also progression of each student will be tracked to cater to individual differences.