

# Annual Quality Assurance Report (AQAR)

(2012-13)

GOVERNMENT POST GRADUATE COLLEGE RANIKHET

Submitted to:



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

**GOVERNMENT POST GRADUATE COLLEGE RANIKHET**

1.2 Address Line 1

**Government Post Graduate College Ranikhet**

Address Line 2

City/Town

**Ranikhet (Almora)**

State

**Uttarakhand**

Pin Code

263645

Institution e-mail address

principaldr.cram@gmail.com

Contact Nos.

05966220372, 8954710069

Name of the Head of the Institution:

Dr. Chandra Ram

Tel. No. with STD Code:

05966220372

Mobile:

8954710069

Name of the IQAC Co-ordinator:

Smt. Shashi Purohit

Mobile:

9411348630

IQAC e-mail address:

shashipurohitrkt@gmail.com

1.3 NAAC Track ID (EC Number) EC/62/RAR/013

1.4 Website address:

<http://www.jdvffgpgcranikhet.org/>

Web-link of the AQAR:

### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	70.20	2004	5 YEARS
2	2 <sup>nd</sup> Cycle	B	2.37	2013	5 YEARS
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC :

15/02/2013

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

2012-13

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

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women   
Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2

2.9 Total No. of members

8

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders:

No.

4

Faculty

1

Non-Teaching Staff

1

Students

Alumni

1

Others

1

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

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

1

International

National

State

Institution Level

1

(ii) Themes

Inter Departmental Teaching Best Practices

2.14 Significant Activities and contributions made by IQAC

1. IQAC convened special meetings to thoroughly discuss, analyze and to whatever extent possible, initiate quality sustenance and quality enhancement measures, so as to prepare the college for the 3<sup>rd</sup> cycle of Accreditation due in 2018.
2. A drinking water storage facility with the capacity of 5000 liter was established along with in-housing small overhead water tanks as per the needs of various blocks situated in the campus
3. Installation of 02 water purifiers for safe and healthy drinking water.
4. Installation of 17 fire extinguishers.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. To pursue new professional and vocational courses. 2. Development of basic infrastructure/ lecture rooms/playground/conference room etc. 3. Upgradation of labs and purchase of instruments as per the revised syllabi . 4. Organising inter- departmental seminar / workshops. 5. Digitalization of the Library.	1. Installation of smart boards and ICT enabled teaching. 2. Purchase of lab Instruments for various departments. 3. Beautification of the college campus.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes  No   
 Management       Syndicate       Any other body

Provide the details of the action taken

Approved by IQAC

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	12	0	0	0
PG	12	0	0	0
UG	04	0	01	01
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
<b>Total</b>	28	0	01	01
Interdisciplinary	0	0	0	0
Innovative	0		0	0

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

Pattern	Number of programmes
Semester	12
Trimester	NIL
Annual	03

- 1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*
- Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Semester run PG programs ( Kumaun University)

- 1.5 Any new Department/Centre introduced during the year. If yes, give details. **NA**

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
22	16	06	0	

2.2 No. of permanent faculty with Ph.D.

15

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	24	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

12	0	0
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	4	0
Presented papers	2	4	0
Resource Persons	0	0	0

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

Remedial & Tutorial Classes/ Guest lectures/ Use of Smart boards

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

202

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

Question bank

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

BOS -06	0	0
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2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage:



Title of the Programme	Name of the Course	Total no. of students appeared	Division				
			Distinction %	I %	II %	III %	Pass %
UG	B.A.	441	1	3	65	24	91.15
	B.Sc.	39	20	31	40	21	92.3
	B.Com.	31	6	13	60	8	80.64
PG	M.A.	201	7	22.4	50	13	85
	M.Sc.	46		20	55	06	81
BEd		98	43	74	26	0	100

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

The IQAC makes contribution towards the Teaching/Learning Process by

- \* Recommending the purchase of quality reference and text books as per the revised syllabi
- \* Encouraging the ICT mode of teaching.
- \* Enabling faculty development programmes

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	1
Others	

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	6	4	0	4
Technical Staff	16	4	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC has suggested pursuing the faculty members regarding Major /Minor Projects.

#### 3.2 Details regarding major projects: **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		NA		

#### 3.3 Details regarding minor projects: **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number		5		
Outlay in Rs. Lakhs		NA		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	10	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	2	0

#### 3.5 Details on Impact factor of publications: NA

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books   
ii) Without ISBN No.

3.8 No. of University Departments receiving funds from NA

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

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations: NIL

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : NIL

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/

recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
NIL						

3.18 No. of faculty from the Institution who are Ph. D. Guide and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: NIL

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: NIL

University level  State level   
National level  International level

3.24 No. of Awards won in NCC: NIL

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Seven day NSS special camp in nearby village
- Blood donation camp
- Community awareness for drug and liquor prohibition

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	48500 m <sup>2</sup>			48500 m <sup>2</sup>
Class rooms	25			25
Laboratories	11			11
Seminar Halls	2			2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	4	State Grant	4
Value of the equipment purchased during the year (Rs. in Lakhs)		1505946	State Grant	1505946
Others				

#### 4.2 Computerization of administration and library

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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	51315				51315	
Reference Books	135				135	
e-Books						
Journals	96				96	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	56	01	Enabled	Yes	01	05	12	
Added								
Total	56	01	Enabled	Yes	01	05	12	

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

Computer training is being provided to the students under Project "Shikhar" (A project initiated by Uttarakhand govt.)

Number of students registered in current Year =43

Number of certificate /diploma awarded: 25

4.6 Amount spent on maintenance in lakhs :

i) ICT

1.05

ii) Campus Infrastructure and facilities

15.05946

iii) Equipments

iv) Others

**Total :**

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Use of Smartboards.
2. Career counseling cell.

#### 5.2 Efforts made by the institution for tracking the progression

Mentoring system for M.Sc . students.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1935	240	14	95

(b) No. of students outside the state

74

(c) No. of international students

03

Men	No	%
	751	33

Women

No	%
1533	67

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	S T	OBC	Physically Challenged	Total
1510	540	5	82		2137	1612	586	6	80		2284

Demand ratio

Dropout %

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

Voluntary efforts are being provided by the faculty members for the preparation of various competitive examinations through tutorials and remedial classes.

No. of students beneficiaries

62

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Mentorship for PG students .
- counseling to entry level students at the time of admission in to UG/PG programs.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01*	23	11	38

\* Drug factory Ranikhet

5.8 Details of gender sensitization programmes

- Through NSS community outreach program
- Anti ragging cell
- Grievance redressal cell

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level



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

Sports : State/ University level  National level  International level   
 Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	401	2418282
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level   
 Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_ Books in library as per the revised syllabi \_\_\_\_\_

## Criterion – VI

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

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

#### 6.2 Does the Institution has a management Information System NO

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

##### 6.3.1 Curriculum Development

Decided by the affiliating Kumaun University, Nainital

##### 6.3.2 Teaching and Learning

ICT enabled teaching coupled with student seminar.

##### 6.3.3 Examination and Evaluation

Question bank preparation

##### 6.3.4 Research and Development

Field work and pre PhD course

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

New books have been procured in the library.  
  
ICT enabled class rooms, power backup and various instruments.

##### 6.3.6 Human Resource Management

##### 6.3.7 Faculty and Staff recruitment

Workshop for ministerial staff for computer literacy are being organised intermittently.  
  
Faculty development programme through RCs , OPs, and inter-departmental seminars.

6.3.8 Industry Interaction / Collaboration

Drug factory Ranikhet and IMPCL, Mohan

6.3.9 Admission of Students

Career counselling for entry level students.

6.4 Welfare schemes for : As per Government rules.

Teaching	
Non teaching	
Students	

6.5 Total corpus fund generated NIL

6.6 Whether annual financial audit has been done    Yes     No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			√	IQAC
Administrative	√	State Government auditors		

6.8 Does the University/ Autonomous College declare results within 30 days? **NA**

For UG Programmes    Yes     No

For PG Programmes    Yes     No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

**NA**

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

**NA**

6.11 Activities and support from the Alumni Association

Alumni meet is organised every academic session.

6.12 Activities and support from the Parent – Teacher Association

The college has a PTA body, which looks after the immediate local demands.

6.13 Development programmes for support staff

Workshop for ministerial staff for computer literacy are being organised intermittently.

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

- LED bulbs for light and low power budget appliances are preferred.
- Water harvesting for captive use.
- Green composting and waste disposal.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Subject wise question banks have facilitated the value added learning for the stakeholders.
- ICT enabled teaching and learning methods have been employed for the larger benefits of the students.

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

- Development of basic infrastructure/ lecture rooms /playground /conference room etc.
- Upgradation of labs and purchase of instruments/books as per the revised syllabi
- Organising inter- departmental seminar / workshops.

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

- Green initiative undertaken by the Department of Botany.
- Watershed development.

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

7.4 Contribution to environmental awareness / protection

Social outreach programmes through NSS and Ranikhet Forest Division for afforestation , environmental protection and Nature Regeneration.

7.5 Whether environmental audit was conducted?    Yes     No

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

The college has significant potential to cater to the academic needs of the students and the society at large but due to lack of consistent recurring grants, various prospering opportunities are not exploited.

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

- 1. To pursue new professional and vocational courses.
- 2. Development of basic infrastructure/ lecture rooms/playground/conference room etc.
- 3. Upgradation of labs and purchase of instruments as per the revised syllabi .
- 4. Organising inter- departmental seminar / workshops.
- 5. Digitalization of the Library.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

\_\_\_\_\_ \*\*\* \_\_\_\_\_