

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

ATARRA POST GRADUATE COLLEGE

**BANDA ROAD(NATIONAL HIGHWAY-35), ATARRA
210201**

www.atarrapgc.ac.in

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Atarra Post Graduate College, Atarra is a Government aided institution located in Banda district of Uttar Pradesh and is affiliated to Bundelkhand University, Jhansi. This college has received the pride of being the first of its own kind in imparting higher education in rural regions of Bundelkhand through its five faculties with recognised research centres.

The foundation was laid by late Prime Minister Smt. Indira Gandhi in 1959 and inaugurated by the then Chief Minister of U.P. in 1960. The college has a 31 acres lush green main campus. Along with the vast academic buildings, the institution has agriculture farm, play ground, NCC units, NSS units, resourceful Central library, Network Resource Centre, well equipped science laboratories, common room facility for girls and separate hostel facilities for boys and girls. More than 80 teachers and more than 70 non teaching staff are presently serving in the college. In addition to 3324 students in UG and PG programs, 38 research scholars are enrolled in the different faculties of the college. Besides quality academic engagement, the institution always pays serious attention to the overall personality development of the students through co-curricular activities like sports, debates, Yoga, social awareness program etc.

Vision

To promote quality higher education and employment generation in remote rural areas and to improve the quality of life and human values with the spirit of whole world as a family.

Mission

- To provide infra structure for scientific, professional and moral education.
- To facilitate the study of local need based subjects.
- To develop teaching, administrative and research skills.
- To present a platform for research on surrounding problems.
- To encourage female education in rural areas.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Experienced and competent faculty

- Lush green campus with adequate infrastructure
- The college is recognised by the UGC under the 2(f) & 12(B)
- College has consistently performed well and has played a significant role in empowering relatively weaker section of the society with education

Institutional Weakness

- Advanced facilities for students.
- Lack of permanent staff in teaching and administration
- Lack of IT awareness among some sections of students
- Maintenance of infrastructure

Institutional Opportunity

1. Academic and Vocational linkage
2. Raising the academic level of college through introduction of new courses.
3. The institution may provide quality education to the deprived but talented students of rural areas

Institutional Challenge

1. Keeping pace with the rapid change in higher education.
2. Providing resources for marginalized students
3. Enhancing the ratio of permanent to temporary teaching staff

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Our college is dedicated to provide the highest quality education possible for our, students in orders to prepare them for better career as well to inculcate in them the spirit of good citizenship. Most of the permanent teachers of our college are contributing to the curriculum planning and development at University level as members of different Boards of Studies. Human Rights and Environmental awareness have been properly taken care while designing curriculum. Feedback from different stakeholders are obtained and analysed regularly. Teachers are encouraged to impart the curriculum through innovative education methods such as presentations, assignments, discussion, workshops, seminars and are encouraged for using ICT tools for teaching purpose.

Teaching-learning and Evaluation

1. The college attracts number of students from other state especially from Madhya Pradesh for admission in B.Sc.(agriculture).
2. There were 1393 admission in the college against 1520 sanctioned seats in 17 different programs during session 2016-17.
3. The college follows the reservation policy in the admission and open to all, but there are negligible admissions of ST and disabled students.
4. The college organise various special programmes for advanced learners and slow learners including daily yoga classes in the campus.
5. Student centric methods like brainstorming, project, seminar, discussion etc are used mostly in the teaching learning.
6. There are 80% full time teachers with Ph.D. in the college and one teacher belongs to the other state.
7. The college ensures transparency in the internal assessment.
8. Evaluation in the college is conducted as per rules/ regulations and according to academic calendar of Bundelkhand University, Jhansi. The college is famous for fair examination and one of the reputed examination nodal centres for SFS colleges.

Research, Innovations and Extension

Research is an essential part of any P.G. College curriculum, without which a higher education institution cannot grow or survive. Out of 16 departments, almost all are actively engaged in the research & development work. In our college RDC facilitates research works; it boosts and encourages faculty members to participate in various seminars, conferences & workshops. The college also facilitates faculty members for developing scientific and research oriented temperament. Field visits and departmental trips are regularly organized to bridge the gap between theoretical and practical application of knowledge amassed by the students. The students have been actively participating in the research activities by project works and dissertations. Currently, 38 research scholars are enrolled in the institution.

Around 150 research papers, more than 100 research articles near about 15 books and 25 chapters have been contributed by our faculty members in various disciplines within last 5 years. Many faculty members have successfully guided numerous research scholars for their Ph.D. awards. Our faculty members have also been holding position in University as members and conveners of board of studies and RDC.

Extension activities conducted by NCC, NSS and Rovers -Rangers units as well as by different departments inculcate moral values, skills and social accountabilities not only in students but in faculty too. These activities refresh the environment of the college as well. The major strength of this college is its ability to ensure holistic development of students to make them good & responsible citizens.

Infrastructure and Learning Resources

The institution has adequate academic infrastructure which supports all of its five faculties. The lush green main campus is spread over 31 acres land. Almost all the Departments have separate self contained build up area. The college has separate block for administration. There is facility of common room for girls with attached toilet.

There are more than 30 spacious lecture halls with proper furniture, lighting and ventilation along with 18 well equipped laboratories for both UG and PG courses in Science and Humanities streams. The central library with adequate space houses more than 50000 books including reference books. In addition to this each PG department maintains its own departmental library. The institution has 30 odd computers with other ICT equipments. Network Resource Centre has the facilities for computer training classes and accessing e-resources. Many classes have audio visual aids facilities for the effective teaching-learning process. The Institution is planning to reinforce the IT facilities keeping in the mind the growing need of students as well as staff. Besides these, 12 acres Agriculture farm land, Separate boy's and girl's hostel, power backup facilities are the important features of the impressive infrastructure the institution possesses.

Apart from the educational development of the students the college also focuses on their physical well being. The college boasts of 200m × 100m playground in addition to a gymnasium, badminton, volleyball and basket ball courts. Many sports activities are organised in the college time to time.

Student Support and Progression

At the beginning of every session, the institution publishes its information brochure in which students are given all the information regarding admission, scholarship and other in details. Important information for students is displayed on college website too. Admission is given on merit basis and as per the guidelines of university and state governments. SC/ST and all categories of girls are given concession in admission fees. Support services are available to physically challenged students. During the last session total of 2319 students were provided scholarships. The NCC, N.S.S. units organise different types of activities for student's involvement and their active role in social awareness. Institution has well structured guidance and counselling system through which students are benefited. Students can submit their grievances online to the college website and Grievance cell redresses their grievances without delay. No ragging incidence has been reported during last four sessions. Women Cell headed by senior woman teacher takes care of any issue related to girls. Each PG department has its own student's society through which students actively participate in decision making process at department level.

Governance, Leadership and Management

The college is governed by 'Committee of Management, Atarra Degree College' through the Manager, the chairperson of the committee, and the Principal. In the committee of management the teachers and non teaching staff are given due representation. All the activities of the college, to fulfill the needs of the stakeholders, are planned and implemented through different committees and cells with teachers and non teaching staff as its members. Despite all the financial constraints, the management always stands with the teaching and non teaching staff for their welfare and provides all help in their career advancement and availing benefits from other govt. schemes. Teacher are always encouraged to participate in professional development programmes. All the financial activities are performed as per govt norms. There is Internal Quality Assurance Cell (IQAC) in

the college which plays pivotal role in quality improvement of teaching learning process and methodologies of operations. Most of the quality initiatives in college are taken by IQAC under the leadership of its convener and the Principal. Feedback from P.G. students are collected and analysed for improvements. Academic audit has been started recently by IQAC. Culture for using ICT tools in teachers and students is also being promoted.

Institutional Values and Best Practices

College has fully functional Proctorial Board, Women Cell and Anti Ragging Cell for the safety and security point of view of students especially girls. The admission committee conducts academic counselling at the time of entry in the college. Personal counselling and career counselling is done at Career Counselling cell. College provides separate common room facility for girls. In our college, there is proper waste management system. The accumulated waste products in each department are carried to proper place for their disposal. A very limited quantity of liquid waste is generated in the chemical laboratories which are kept and disposed properly. In the campus most of rain water percolates through soil. 65 percent students and staff use the bicycle, 15 percent students and staff use public transport. The college has taken initiatives about the paperless office. Student's nominal role, scholarship form and important information are uploaded to the college website. College has formed 'Kisan Paramarsh Kendra' for the advisory services for farmers. College maintains complete transparency in its academic, administration and financial decision making process.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Atarra Post Graduate College
Address	Banda Road(National Highway-35), Atarra
City	Banda
State	Uttar pradesh
Pin	210201
Website	www.atarrapgc.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Abhilash Kumar Srivastav	05191-210204	9450229564	-	principal_apgc@rediffmail.com
Associate Professor	P. P. Purwar	-	8004240309	-	pooran1221@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1960

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Uttar pradesh	Bundelkhand University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	01-07-1974
12B of UGC	01-07-1974

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
NCTE	View Document	15-07-2015	60	Permanent Affiliation without mentioning no of months

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Banda Road(National Highway-35), Atarra	Semi-urban	31	11968

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Hindi	36	Intermediate	Hindi	240	240
UG	BA,Sanskrit	36	Intermediate	Hindi	100	100
UG	BA,English	36	Intermediate	English	141	141
UG	BA,Economics	36	Intermediate	English,Hindi	186	186
UG	BEd,Teacher's Training	24	Graduation	English,Hindi	50	45
UG	BA,Geography	36	Intermediate	Hindi	189	189
UG	BA,Political Science	36	Intermediate	Hindi	181	181
UG	BA,Sociology	36	Intermediate	Hindi	181	181
UG	BA,Defence Studies	36	Intermediate	Hindi	178	178
UG	BCom,Commerce	36	Intermediate	English,Hindi	80	72
UG	BSc(Agriculture),Agriculture	48	Intermediate	English,Hindi	160	140
UG	BSc,Physics	36	Intermediate	English,Hindi	80	79
UG	BSc,Chemistry	36	Intermediate	English,Hindi	160	159

UG	BSc,Zoology	36	Intermediate	English,Hindi	80	80
UG	BSc,Botany	36	Intermediate	English,Hindi	80	80
UG	BSc,Mathematics	36	Intermediate	English,Hindi	79	79
PG	MA,Hindi	24	Graduation	Hindi	60	60
PG	MA,Sanskrit	24	Graduation	Hindi	60	35
PG	MA,Economics	24	Graduation	Hindi	60	25
PG	MEd,Teachers Training	24	BEEd	English,Hindi	30	29
PG	MA,Geography	24	BA	English,Hindi	60	57
PG	MA,Political Science	24	BA	Hindi	60	60
PG	MA,Sociology	24	BA	Hindi	60	54
PG	MCom,Commerce	24	B.Com	English,Hindi	60	60
PG	MSc,Physics	24	B.Sc	English	20	20
PG	MSc,Chemistry	24	B.Sc	English	20	20
PG	MSc,Botany	24	B.Sc	English	20	16
PG	MSc,Mathematics	24	B.Sc	English	60	11

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				74			
Recruited	0	0	0	0	0	0	0	0	21	4	0	25
Yet to Recruit	1				0				49			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				14			
Recruited	0	0	0	0	0	0	0	0	12	2	0	14
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				66
Recruited	36	2	0	38
Yet to Recruit				28
Sanctioned by the Management/Society or Other Authorized Bodies				22
Recruited	21	1	0	22
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	10	2	0	6	2	0	20
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	4	0	0	1	0	0	5

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	13	2	0	15
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	2	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	29	7	0	36

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	3		0		3

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1389	125	0	0	1514
	Female	948	0	0	0	948
	Others	0	0	0	0	0
PG	Male	451	0	0	0	451
	Female	411	0	0	0	411
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	450	486	521	474
	Female	248	224	239	232
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	1	0	0	0
	Others	0	0	0	0
OBC	Male	1096	1157	1249	1336
	Female	681	627	575	588
	Others	0	0	0	0
General	Male	419	399	466	590
	Female	429	397	389	539
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		3324	3290	3439	3759

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 17

Number of self-financed Programmes offered by college

Response : 4

Number of new programmes introduced in the college during the last five years

Response : 0

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3290	3439	3759	4299	4406

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
760	745	722	755	1035

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1135	1240	1561	1604	1571

Total number of outgoing / final year students

Response : 7111

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
47	49	54	47	50

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
40	40	39	46	49

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
89	89	89	89	89

Total experience of full-time teachers**Response : 573****Number of teachers recognized as guides during the last five years****Response : 19****Number of full time teachers worked in the institution during the last 5 years****Response : 49****3.4 Institution****Total number of classrooms and seminar halls****Response : 33****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
13.47	3.13	4.01	1	72.25

Number of computers

Response : 28

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.0253

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.0040

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college chalks out action plans for effective implementation of the curriculum. Just after the admission process is over, the Principal convenes the meeting of the staff members and departmental heads to plan for effective implementation of the curriculum. Teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, seminars and computer education apart from traditional teaching methods. In semester departments, first internal assessment tests are held only after the completion of half of the syllabus of the course concerned. Before seminar presentation, semester students are made familiar with power point presentation technique. Every session, Part time teachers are appointed to distribute the excess teaching load and to ensure the completion of curriculum of each course on time. Dissertation and project topics are assigned to final year/semester students well in advance. On the request of the departmental head, For students, Network Resource Centre arranges the screening of documentary or other educational video relevant to subject topics. E-Resource links are displayed on college website. In addition to this, the extension activities, sports activities and other extracurricular activities run alongside throughout the session.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 26.68

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	10	12	12	13

File Description	Document
Any additional information	View Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Cross cutting issues like gender, environment, sustainability and human values etc. find ample space when applying them into the curriculum. We believe in maintaining healthy environment for all the students. The curriculum is designed by the university itself. However faculty members of our college contribute a lot in decision making as members of Board of Studies. It is also because of their sincere efforts that papers namely human rights and environmental study have been included as compulsory papers for all the graduate level programs. The gender issue and Human values are part of curriculum in Sociology, Political Science and Education subjects. The college conducts various activities on human right, moral values and Environment Issues to promote awareness among the students.

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 6.62

1.3.3.1 Number of students undertaking field projects or internships

Response: 220

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: B. Any 3 of the above</p>	
File Description	Document
URL for stakeholder feedback report	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: A. Feedback collected, analysed and action taken and feedback available on website</p>	
File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 5.19

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
106	150	195	254	320

File Description	Document
Institutional data in prescribed format	View Document
List of students (other states and countries)	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 94.24

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1393	1414	1369	1411	1997

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1520	1490	1444	1510	2071

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 96.02

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
729	716	693	725	994

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

1. Slow learners are encouraged to participate in co-curricular activities like singing, drama, dance, speech, debate, and essay competitions at cetera.
2. The slow learners are encouraged to join NSS/ NCC/ Rovers and Rangers unit in the college.
3. They are motivated to attend daily Yoga class in the college campus gymnasium Hall from 5 a.m. to 6:30 a.m.
4. In the college campus, badminton and basketball is practiced daily. The slow learners are pushed to attend the same.
5. The college teachers give special attention to the slow learners and they are asked to sit in the front row of the class.
6. The slow learners are given extra time to clarify their doubts in the department.
7. Tutorials are arranged for slow learners as per their need.
8. Advanced learners are encouraged to go library/ search web links for further and deeper study in the subjects.
9. They are motivated to participate in the seminars.
10. They are given problem solving assignments and projects to enhance their skills.

2.2.2 Student - Full time teacher ratio

Response: 38.21

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls**Response:** 0.06**2.2.3.1 Number of differently abled students on rolls****Response:** 02

File Description	Document
Institutional data in prescribed format	View Document
List of students(differently abled)	View Document

2.3 Teaching- Learning Process**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences****Response:**

1. While lecturing, question answer technique is used at large, to ensure active participation of the students.
2. Discussion method is used to deal with a burning issues.
3. In the final year/ last semester of UG and PG classes, student seminars are organised.
4. Field trips and educational tours are conducted to give practical knowledge to the students.
5. Brainstorming method is used to teach social problems.
6. Debate is organised on current issues.
7. Experiential learning is widely practiced in the college.
8. The students are taught through service learning e.g. drinking water service during summer at Atarra railway station, traffic control, blood donation etc. at regular basis.
9. Semester wise B.Sc. (Agriculture) students adopt a crop field at agriculture farm of the college and gain knowledge through activity based learning.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.**Response:** 12.64**2.3.2.1 Number of teachers using ICT****Response:** 11

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 83.1

2.3.3.1 Number of mentors

Response: 40

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Innovative methods are widely used in the teaching learning.

1. The students are given opportunity for multi sensory learning. The students of education faculty, practice sand art on the river bank at Gurha Kalan (Banda).
2. The pupil-teachers are taught educational games, like- 'Rama-Krishna' to learn tables in mathematics teaching, 'Find the city name' to learn sentence making in language learning and so on.
3. There is a collection of HD video documentaries on various subjects in the college. The students watch them, as per schedule and gain knowledge with better understanding. As maximum students of the college, belongs to the Hindi belt and rural area, Hindi documentaries are preferred in the collection.
4. As far as possible, real-world learning is preferred while classroom teaching.
5. The college is having big campus with full of greenery. The trees are labelled with their common and botanical name; so that, the students can be aware and learn naturally.
6. Classes outside the classrooms are common, especially in winter, which breaks the monotonous class routine and fill joy & excitement in teaching learning.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 48.09

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 79.47

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
32	32	31	36	39

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 6.59

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 1.12

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The college ensures transparency in the evaluation of internal assessment. In the faculty of education, 20 and 30 Marks are allotted for internal assessment at UG and PG level respectively. This evaluation is done on the basis of 4 different activities like field trip report, PowerPoint seminar presentation, organising co curricular activities, preparation of audio-visual teaching aids etc. The students are asked to complete each activity in the given period. The best internal assessments, done by the previous students are shown to the students, as a model. The students are asked not to write their names anywhere in the assignment (to avoid any bias). The students submit their work in the department. Entry is made in the register and submission serial number is put on the assignment. The assignments are handed over to the concerned teacher to check and submit the marks within a week. The office prepare marks roll sheet for each assignment and display the same on the notice board as well as on the college website. In Semester programs, at least two sessional examinations are conducted and evaluated answer books are shown to students. On the request of a student and with permission of Principal, special sessional examination is conducted as per the need. In every semester, seminar is compulsory part of internal assessment.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Internal assessment is done as per guidelines of Bundelkhand University, Jhansi. A calendar for internal assessment is made in advance, as per requirements of the university. At the beginning of new session, the students are asked to notice the same and make their preparations accordingly. Sufficient time is given to the students for such preparations. Lottery method is used to assign topics of seminar/ project work etc for the assignment. The students are free to choose teaching aids for their presentation (slide projector/ overhead projector Or LCD projector). Equal weightage is given for Computer typed or handwritten submission for internal assessment. In semester courses, at least two internal assessment tests are held along with compulsory seminar presentation. On request of students and with permission of Principal special sessional examination is held. Answer books of tests are shown to the students. If there is any discrepancy, concerned teacher/ head of the department, resolves it. Internal assessment results are also displayed on departmental notice boards.

As far as, variety in the internal assessment is concerned, topics of seminar/ project work, place of field trip, assignments activities are rotated/ updated/ changed every year, so that newness in the work can be

ascertained and the internal assessment can be judged genuinely.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Examination in the college is conducted, as per rules and regulations of the Bundelkhand University, Jhansi. Examination paper related grievance application is readily accepted by the college. The examination superintendent puts forwarding remark on the application and sends it immediately, to the university. All decisions in this regard is taken by the Bundelkhand University, Jhansi only.

If there is any exam related grievance, in relation to physical resources, such as improper sitting arrangement/ insufficient light etc, immediate action is taken to resolve the issue. In case of sudden illness in the examination, first aid is given to the student, and if necessary, the services of nearby Ayurvedic College and Hospital is taken.

Online grievance redressal mechanism is also available on the website of Bundelkhand University, Jhansi as well as that of the college, in which examination related grievances can also be posted.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The college strictly follows the academic calendar announced by the Bundelkhand University, Jhansi for the conduct of continuous internal evaluation. CIE is done in the faculty of education, B.Sc. (agriculture) and PG courses of science faculty i.e. M.Sc.(Botany), M.Sc.(Chemistry), M.Sc.(Physics), M.Sc.(Mathematics) only. All the concerned head of the departments are asked to complete the sessional examination timely and ensure to upload internal marks on the website of the university, before commencement of the final examination.

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 on website and communicated to teachers and students

Response:

Program outcomes, program specific outcomes and course outcomes for all the running programs at UG level i.e. B.A., B.Sc., B.Sc.(Agriculture), B.Com., B.Ed. and at PG level i.e. M.A.(Geography), M.A.(Hindi), M.A.(Sanskrit), M.A.(Political Science), M.A.(Economics), M.A.(Sociology), M.Com., M.Sc.(Botany), M.Sc.(Chemistry), M.Sc.(Physics), M.Sc.(Mathematics), M.Ed., are displayed on the college website as well as in the subject room/ Departments.

At the beginning of the session, these are given to the students and to the teachers along with syllabus. All practicums, laboratory work, field work, co-curricular activities and sessional work is done in the light of

POs, PSOs and COs.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Assessment process for evaluation of the course outcomes:

B.Ed.-1st Year

Part I - Theory and Practicum

1. Four practicums for a maximum mark of 20 are conducted in six theory papers (3 compulsory paper, 1 elective and pedagogy of school subject-I & II) and considered for internal assessment marks.
2. Annual University exam performance of students for the maximum marks of 80 is considered for external exam performance.
3. The summation of these two performances is considered as cumulative assessment for the course outcome.

Part III - Engagement with the Field

4. For assessment of Engagement with the Field, the performance of a student in School Internship 4 Weeks (50 Marks), Enhancing Professional Capacities (EPC) I – Reading and Reflecting on texts (50 Marks), EPC II – Drama and Art in Education (50 Marks), and EPC III – Critical understanding of ICT (50 Marks) is considered.

B.Ed.-2nd Year

Part I - Theory and Practicum

5. Four practicums for a maximum mark of 20 are conducted in four theory papers (3 compulsory paper and 1 elective paper) and considered for internal assessment marks.
6. Annual University exam performance of students for the maximum marks of 80 is considered for external exam performance.
7. The summation of these two performances is considered as cumulative assessment for the course outcome.

Part II - Teaching of School Subjects

8. For assessment of practice teaching, the performance of a student in Planning & teaching of Lessons in first subject (20 Marks), Planning & teaching of Lessons in second subject (20 Marks), Observing ten lessons notebook (10 Marks) and The final practical Examination (150 Marks) is considered.

Part III - Engagement with the Field

9. For assessment of Engagement with the Field, the performance of a student in School Internship 16 Week (150 Marks) and Enhancing Professional Capacities IV – Understanding the self (50 Marks) is considered.

Similarly, outcomes of the other courses are evaluated by sessionals/ class tests/ practical examinations/ terminal examinations/ assignments/ seminars/ fieldwork/ laboratory work/ viva voice etc.

File Description	Document
Any additional information	View Document

2.6.3 Average pass percentage of Students

Response: 97.65

2.6.3.1 Total number of final year students who passed the university examination

Response: 913

2.6.3.2 Total number of final year students who appeared for the examination

Response: 935

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 6.4

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	6.4	0	0	0

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 14.94

3.1.2.1 Number of teachers recognised as research guides

Response: 13

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.02

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 01

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Institution has created an ecosystem for innovation. In this college there are several components from where innovative ideas have arisen. These components act as incubation centre like Network Resource Centre, Agriculture faculty, Science faculty and Education faculty. These incubation centres take initiatives for creation and transfer of knowledge. On several occasions these centers organize seminar and lectures on different dimensions of subject which are very beneficial to the students as well as surrounding society in several ways like motivation towards agriculture projects, vermi-compost, Horticulture, Floriculture.

In this way these centers impart knowledge to the student and people of neighboring society. College organizes several programs on burning issues of society i.e. on social issues like women's awareness program, food adulteration, dispelling superstitions, Human rights and on academic issues and other flourishing innovative ideas among students.

The faculty members are empowered to take up research activities utilizing the existing facilities. The college has a research and development cell headed by senior faculty member Dr. D.C. Gupta, to monitor and address the issues of research.

Functions of the Committee:

1. Creating research culture among faculty members and students.
2. Motivating teachers to undertake minor and major projects from various funding agencies.
3. Guidance for publication of papers/articles in reputed journals.

Impact of Promotion of Innovation:

1. There is increase in the publication rate by the faculty members.
2. P.G. Students get motivated about research.
3. Within last 2-3 years enrollment of research students rose in different departments.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
List of Awardees and Award details	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0.58

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 11

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.3

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
23	11	10	08	10

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.15

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
06	05	5	15	2

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

1. Our institution conducts extension activities at regular interval to sensitize students to social issues and holistic development through field knowledge. The college has always felt concern about the students, especially those who belong to weaker sections of the society. We have 3 NSS units, separate NCC units for boys and girls, Rovers and Rangers unit headed by senior teachers. These units and cell act as a unique and strong mentoring process through which many social activities are observed. The extension activities organized by the college enhance the student's academic learning experience and inculcate the values and skill in them. The major strength of college is its ability to ensure holistic development of students and to transform them in to responsible citizens.

The NSS, NCC units and various departments –

1. Organize seminars on Cleanliness and Hygiene every year.
2. Organize different social activities in nearby villages of Atarra. In this way the students get socialized and learn to think beyond individual interest for the social welfare.
3. Organize blood donation camps, health awareness camps and literacy programs.

Team work, leadership skills, time management, effective communication skills and effective decision making are just a few things, students learn while participating and organizing various programs under extension activities.

The above activities make the students aware of the social responsibility, social environment etc. which in turn transform them into responsible citizens with moral values.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 18

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
03	04	02	05	04

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 105

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	25	25	24	17

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 13.74

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
550	430	520	605	510

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 34

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
25	04	04	00	01

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has adequate academic infrastructure which supports all of its five faculties. The main campus is spread over 31 acres land. Almost all the Departments have separate self contained build up area. The college has separate block for administration. There is facility of common room for girls with attached toilet.

(I) Class Room: There are more than 30 spacious lecture halls with proper furniture, lighting and ventilation. **(II) Laboratories:** There are 18 well equipped laboratories for both UG and PG courses in Physics, Chemistry, Botany, Zoology, Defence Studies, Geography, Education and Agriculture departments. Laboratories of PG departments also have research facilities. **(III) Library:** The central library with adequate space houses more than 50000 books including reference books. In addition to this each PG department maintains its own departmental library. **(IV) ICT enabled learning facility:** The institution has 30 odd computers with other ICT equipments. Network Resource Centre has facilities for computer training classes and accessing e-resources. E-resource links are provided to students through Network Resource Centre and college website. Many classes have audio visual aids facilities for teaching-learning process. **(V) Agriculture Farm /Botanical Garden:** Agriculture farm and botanical garden are maintained by Agriculture Department and Botany Department for academic purposes. **(VI) Hostel facility:** The College has a boy hostel for 120 boys with separate spacious campus. Separate girl's hostel is under construction. **(VII) Power backup:** 3 units of 15 KVA silent generators have been installed for power back up for the whole campus.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc. and cultural activities

Response:

The college has sufficient infrastructure for sports and cultural activities. It has a large playground, gymnasium, basket ball courts, and badminton courts in addition to the ground facilities for athletics events. Sports equipments are purchased at regular interval. Above facilities are in constant use by students community. Games committee is accountable for the maintenance of sports facilities.

The college has 3 units of NSS and one NCC unit each for boys and girls. Various socially relevant events e.g. blood donation camp, tree plantation, cleanliness drive and other social awareness programs are organised by NSS and NCC cadets. Cultural events are organised throughout the year by NSS, NCC volunteers as well as by various departments. The library building has a large hall with stage. Most of the cultural activities are organised in this hall. In addition to this, different departments organise cultural events in their respective departments. Boy's hostel also has the facilities to carry out such activities. The college regularly organises Yoga classes for students and staff.

Sports Infrastructure

S. No	Sports facilities	Nos.
1	Playground(200m× 100m)	01
2	Basketball Court	01
3	Badminton Court	02
4	Volley Ball Court	02
5	Khokho Court	01
6	Gymnasium	01

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc**Response:** 24.24**4.1.3.1 Number of classrooms and seminar halls with ICT facilities****Response:** 8**File Description****Document**

Number of classrooms and seminar halls with ICT enabled facilities

[View Document](#)**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.****Response:** 40.45**4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
3.50	1.1	1.35	.20	63.2

File Description**Document**

Details of budget allocation, excluding salary during the last five years

[View Document](#)

Audited utilization statements

[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Previously, college management software was installed in the server maintained by the college. Library used the library module of this software for digitizing the books record. Unfortunately the software was not a success. Recently it has been planned to automate the central library using Integrated Library Management System. For linking to INFLIBNET and access to numerous e Journals and e books, membership application has been sent. Various e resources are made available through the Network Resource Centre functioning at the institution.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Our institution has spacious and resourceful central library with a collection of more than 55000 books. This data includes more than one thousand reference books in various disciplines and few rare manuscripts too. There are collections of knowledge banks like Encyclopaedia volumes in different subjects like Education, Geography, Sociology, Science etc. Apart from this every post graduate department has maintained its own departmental library which has collection of research journals too. Few journals are subscribed periodically by PG departments. Network Resource Centre provides e- resources to needy students. Institution has already applied for INFLIBNET link for library.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.4

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.87	00	00	00	1.11

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.91

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 65

File Description	Document
Any additional information	View Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has provided adequate IT facilities to office and various departments. These IT facilities are updated at regular intervals. Broadband connections under National Mission for Education (NME) Scheme are available in the institution. Centralised wi -fi Hot spot was created initially. As a consequence of disruption in wi fi signal access to various departments due to the intensities of green trees within the campus, this centralised wi fi set up was replaced with individual 4g based hot spot for most of the departments. The Network Resource Centre of the college has provision for availing IT facilities both for teaching and non teaching staff. Institution has planned to establish more efficient wi fi system aimed to cater the needs of all the students and staff.

4.3.2 Student - Computer ratio

Response: 118.71

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: >=50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 15

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
4.97	0.22	1.00	0.02	3.00

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The Internal Quality Assurance Cell (IQAC) frequently meets and suggests for creating new academic facilities for the institution. All the physical, academic and support facilities are maintained through the infrastructure committee under the chairmanship of Principal. At the beginning of each session, proper availability of blackboards, lighting and furniture in class rooms is ensured by this committee. A Library Advisory Committee is functional which looks after the library matters. Games and Sports Committee has the accountability for creation and maintenance of sports facility in the campus. Two employees have been appointed for maintaining computers. Upgradation of software and hardware is done through network resource Centre. Laboratories have their own lab assistant and lab boys for the proper maintenance of lab equipments.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 64.31

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2349	1772	2037	3241	3042

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

Document

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

- 3. Soft skill development
- 4. Remedial coaching
- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.91

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
32	42	34	42	20

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 2.05

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
19	63	26	7	22

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 14.36

5.2.2.1 Number of outgoing students progressing to higher education

Response: 163

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 13.43

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	05	05	7	7

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
60	56	55	45	46

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document
Upload supporting data for the same	View Document

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) during the last five years.

Response: 0

5.3.1.1 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 wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Ever since its inception, the institution has been encouraging the active participation of students in decision making process related to academics or any other students support matters. There have been provisions of student's participation through student's union. Office bearers of union used to get appointed through direct election. For last few years the state government has banned student union election. However student's representation in decision making process is taken care. Every post graduate department has its student's society. Student's representatives of the society give their suggestions regarding availability of better support facilities for students. Society members also organize cultural activities and different awareness programs with great zeal.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 8.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	7	9	7	9

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Our institution has a long list of alumni holding prominent posts. They are contributing to the society as beurocrats, scientists, academicians, politicians and successful businessman. Although, the institution don't have formal association of alumni, however many of the alumni are in constant touch with the institution. They give their valuable suggestions directly to the Principal or faculty members. Sometimes, few notable alumni interact with the college students too. Recently, Dr. Pallavi Kushwaha the visiting scientist in Max Planck institute, Germany and alumnus of this college, visited the institution and delivered a lecture before M.Sc. Physics students.

File Description	Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 1

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision - TO promote quality higher education and employment generation in remote rural areas and to improve quality of life and human values with the spirit of VASUDHAIV KUTUMBAKAM,

Mission - To provide necessary academic environment and infrastructure for scientific, professional and moral education.

To facilitate the study of local need based subjects.

To develop teaching, administrative and research skills

To present a platform for research on surrounding problems.

To encourage female education in rural areas.

The governance of the college is a true reflection of its vision, mission and its motto " VASUDHAIV KUTUMBAKAM".In the committee of management, teachers have representation by one fourth of the total number of members and one member from non teaching staff is also included.The Principal of the college works through different committees and cells comprising of teachers and non teaching staff. Different policies and plans of the college are made and implemented through these committees and cells to fulfill the needs of the the students and other stakeholders as per the vision and mission of the college

6.1.2 The institution practices decentralization and participative management

Response:

The college ensures participation of teachers and non teaching staff in decision making and implementation of plans. The management is decentralized in the sense that different departments have freedom to take their own decision. They formulate plan and policies for the department under the leadership of the head of the department. The requirements to implement these plans are mostly fulfilled by the Principal and the managing committee, accepting the plans as such. If there is any difference of views between the management and the department or there is any financial constraints, the Principal and the Manager (President of the committee of management) call a meeting with the faculties and take proper decision on the issue.

An example of participative management in the college is as below-----

The management wanted to increase different fees from the session 2017-18 as the same were not revised for several years. The Manager and the Principal constituted a committee of heads of different departments, the office superintendent and the accountant. The committee decided the revision of fees before the commencement of the session. The views of every member of the committee were given due weightage.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Different curricular, co-curricular, extra-curricular and administrative activities are performed after proper planning by different committees/cells. Concerned committees/cells convene meetings, with the Principal, for the planning of these activities. Minutes of meeting and documents regarding deployment of plan are maintained by the concerned committee.

Following is an example of activity successfully implemented based on the strategic plan --

In the academic session 2016-17, Annual Sports meet of the college was organized successfully. The Games committee of the college called a meeting on 08-11-2016 . Issue of improvement in sports infrastructure like field and track was discussed. It was decided to ensure the availability of proper facility for Annual Sports Meet. In the next meeting of sports committee on 11-11-2016 plan for the sports meet was prepared. It was decided that all requirements must be fulfilled by the end of December 2016 before the commencement of the event in January 2017. The event was organized successfully in time as per our plan in January 2017. The winners were rewarded in a function on the Republic day 26-01-2017.

File Description	Document
Any additional information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The governing body of the college is ' The Committee of Management, Atarra Degree College, Atarra '. The

office bearers of the managing committee are appointed by election. Besides the elected office bearers, the Principal of the college, teachers (one fourth of the number of members in the committee) and one non teaching staff are also members of this committee. Teacher members are appointed by rotation. The head of the committee, the President, is called the Manager of the college and works as employer on behalf of the committee. The Principal is the executive head of the college. The office of the college is headed by the office superintendent and the teaching departments by the senior most teacher of that department. The Principal is assisted by O.S. , HOD's of teaching departments , Librarian/Library incharge, Hostel warden.

To take care of different aspects and activities there are different committees and bodies such as Proctorial board, Games committee, Admission committee, Examination committee, Anti sexual harassment committee, Career counselling and guidance committee etc.

The service rules for teachers and non teaching staff are as per U.P. Universities Act 1973. Recruitment of teachers in the aided departments is made through U.P. Higher Education Services Commission. Teachers in the self financed departments are recruited by the Committee of Management through a selection committee formed by the University. Recruitment of non teaching staff is done by Managing committee and the Principal for which approval from Regional Higher Education Officer is necessary. Teachers get their promotions under career advancement scheme as per UGC regulations.

The staff (teaching and non teaching) submit their grievances, if any, to the Principal .If the grievances are not resolved by the Principal then the staff have to approach to the Manager. The grievances of students are redressed through the Grievance Redressal Cell, Proctorial Board and the Principal.

The Organogram of the college is in the attached document.

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination
A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

All activities of the college are performed through the respective committees/cells. Complete plan of activities are formulated by the committees in its meetings and the activities are performed accordingly. Following examples show the effectiveness of these committees.

In the September 2017, U.P. State Commission for Women took initiative to involve educational institutions to spread awareness of women's legal rights. Our college recognised the importance and relevancy of the issue and decided to organise a series of programmes for "Awareness of women's legal rights". The Principal constituted a committee for this purpose. The committee, in its meeting on 06-10-2017, discussed the issue with the HOD's and lady teachers of the college. It was decided that programmes on different aspects of women's legal rights will be organised in different departments involving the students, preferably the girl students. In the next meeting on 07-10-2017, different teaching departments discussed their topics related to the issue with the committee. Then the topics for each department were announced. Programmes, lectures, seminars were organised by the departments on the topics fixed for them, in the month of October and November 2017. An MCQ test covering the topics of these programmes was conducted on 13-11-2017 in which more than 300 students had participated.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

1. The college has seven residential units for teachers and non-teaching staff. Presently three teachers and three non-teaching staff are availing the facility.
2. There is a pension scheme for teaching and non-teaching staff as per U.P. Govt. rule.
3. Teachers and non-teaching staff of the college are covered by a group insurance scheme.
4. Each staff appointed prior to 1st April, 2005 has a GPF account and they can avail loan facility or partial withdrawal from this account in case of any need like educational expenses of children, marriage of daughter, construction or purchase of house, medical expense etc. For the staff appointed after 1st April, 2005, the new pension scheme is to be implemented soon.
5. In the unfortunate case of death in harness of any staff, the family of the staff is protected by a scheme of family pension and job to a dependent as per U.P. Govt. rule.

6.3.2 Average percentage of teachers provided with financial support to attend

conferences/workshops and towards membership fee of professional bodies during the last five years**Response:** 0

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years**Response:** 8.03

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
06	01	03	05	02

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Performance appraisal of teaching and non-teaching staff of the college is carried out by Manager through the Principal as per U.P. Govt. rule and U.P. Universities act. The Principal observes the working behaviour of the teachers as well as non-teaching staff and sends report to the Manager.

Recently, a self appraisal system has been adopted by the college on the recommendations of IQAC of the college. This self appraisal is a part of Academic Audit of the teaching departments. IQAC has developed a proforma for self appraisal of teachers and each teacher submits his self appraisal report to IQAC in the prescribed format.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal and external financial audit of the college is conducted regularly.

Internal audit of the different departments of the college is carried out by managing the committee through the Principal and the Accountant.

External financial audit is conducted by the U.P. Govt. through the Local Fund Audit Department. The auditors come to the college every year for audit and the audit report is sent to the college to settle down the objections raised.

The audit report for the financial year 2009-10 and 2010-11 was received in the college in the month of April,2012.

The audit report for the financial year 2014-15 and 2015-16 was received in the college in the month of May,2017.

The objections raised were settled by the Principal and the Accountant.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

The sources of fund for the college are--

1. Grant from State government
2. Grant from UGC
3. Fees from aided courses
4. Fees from courses under Self Finance Scheme

1. The State Govt. provides grants only for the salary of the staff (teaching and non teaching) working in aided departments.

2. Grant received from UGC can be used only for the purpose it is granted for.

3. Fees from the aided courses are collected under different heads and there is no liberty to divert it for any other purpose. A part of the fees is deposited to Govt. in salary grant account. The development fee is used by the college for different purposes.

4. Fees from the courses under SFS are the main source of fund for the college which is used for the various needs. Major part of it is used for salary of teaching and non teaching staff working in the SFS departments. Two third of teaching posts and half of the non teaching posts under aided departments are vacant. The management appoints part time teachers and non teaching staff against vacant posts. A part of this fund is used for the salary of part time teachers and staff.

The policy and procedure for resource mobilization is decided by the finance committee of the management from time to time according to the need of the college.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC plays a pivotal role in process of quality implementation in the college. It suggests different quality enhancement tactics to the faculty members and the management from time to time. Several best practices has been institutionalized by the IQAC initiatives. Two examples of such best practices are-----

1. In the IQAC meeting on 21-04-2015 members were of the view that feedback from the stakeholders may be useful in improving academic standards and infrastructural facilities of the college, so we should plan to get feedback from the stakeholders. Initially feedback from the students may be obtained and analyzed to make improvements in required area according to the expectations of the students. A feedback proforma for evaluation of particular course and individual teacher was prepared by IQAC, It was decided to get feedback from P.G. final year students initially. The feedback from P.G. final year students are taken and analyzed for required improvement. We are planning to extend this practice for U.G. students also.

2. There is provision of internal assessment of students in M.Sc. and B.Sc.(Ag) courses. IQAC advised to ensure transparency in the evaluation of answer books of written test. After a discussion with the heads of concerned departments it was decided that evaluated answer books must be shown to the students in the classroom. Now the evaluated answer books are shown to the students. As a result , the students are satisfied and are able to know their weak points and faults in answering a particular type of question . The right way of answering that question is again explained by the teacher which helps them in enhancing their knowledge and scoring better marks in university examinations too.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

To assess and improve quality maintenance and enhancement of infrastructural facilities, the college reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic interval through IQAC. Two examples in support are---

1. To promote the use of ICT tools in the teaching learning process, the IQAC started discussion with the Principal and the faculty members during the session 2014-14. It was observed that most of the teachers can not make use of these tools because they did not have basic knowledge of computer. IQAC, with the consent of the Principal, decided to start basic computer training programme for teachers in the Network Resource Centre of the college. Teachers took interest in this training programme and started using computers. In its meeting on 24-09-2015, IQAC advised the Principal to arrange infrastructure for ICT tools in the classrooms and then ask the teachers to use the same as much as possible. This initiative of IQAC has promoted the use of ICT tools in teaching learning process.

2. Audio visual aids play very important role in generating interest in the subject and understanding certain topics easily. Realising this fact, IQAC talked to faculty members about their course and type of audio visual programmes suitable for the subject and the students. Then a series of audio visual programmes like

films, video lectures etc.was organised by IQAC for the students of different subjects. This step of IQAC created interest in ICT tools among the students. Some students started to search educational films and video lectures of their use on internet themselves.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	1	3	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
- 2.Academic Administrative Audit (AAA) and initiation of follow up action
- 3.Participation in NIRF
- 4.ISO Certification
- 5.NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

Incremental improvements made during the preceding five years are --

1. Website of the college has been created and maintained by the college itself.
2. Analysis of feedback from students has been started. It has affected teaching learning process positively.
3. There is an increase in the number of teachers using ICT tools.
4. M.Sc. students have started using ICT tools.
4. IQAC has succeeded to convince the management to appoint part time teachers against all the vacant posts to improve teacher student ratio.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 14

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	03	0	0	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

- 1. Safety and Security:** In this regard, college has grievance redressal cell and woman cell which address the grievances of girl students. Security of female students is given the utmost priority. To prevent the sexual harassment of the students and to ensure their safety and security within the campus, Proctorial Board meets regularly to look into any act of indiscipline against girls. Woman cell is headed by senior woman teacher. The college has anti-ragging committee. Ragging is strictly prohibited in the campus and so far no incidence of ragging or sexual harassment incidence has been reported in the campus.
- 2. Counselling:** The admission committee conducts academic counselling at the time of entry in the college regarding the choice of stream and subjects. Special attention is given to female students. Academic counselling is given to them through various interactive programs. They are encouraged to have knowledge about career at Career Counselling cell.
- 3. Common room:** College provide separate common room facilities for the girls. This hall is used only by girl students. Attached bathroom has been provided there. A fourth class lady employee has been deployed on full time duty for girl's common room.

7.1.3 Alternate Energy initiatives such as:**1. Percentage of annual power requirement of the Institution met by the renewable energy sources****Response:** 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 8000

File Description**Document**

Details of power requirement of the Institution met by renewable energy sources

[View Document](#)**7.1.4 Percentage of annual lighting power requirements met through LED bulbs****Response:** 50

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1000

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 2000

File Description**Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)**7.1.5 Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

- **Solid waste management:** In our college there is a proper management for waste in each department. The waste products accumulated in each department are carried to a proper place for their disposal. Sometimes for better disposal of waste, help of Nagar Palika Parishad is sought.
- **Liquid waste management:** A very limited quantity of liquid waste is generated in the chemical laboratories which are kept separately in protected place and disposed properly.
- **E-waste management:** Electronic waste such CDs and other electronic equipments are disposed

off in eco-friendly manner.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

College has well arranged drainage system for rain water harvesting purpose. There is proper arrangement through which the rain water directly drains to the surrounding vegetation and the pit area. In addition to this there is proposal for making water tank for storage of rain water. Vegetation in the college campus acts as a natural way of water harvesting and recharge. Most of rain water percolates through soil. These arrangements maintain the ground water level. A workshop was conducted in 2016 on "Rain Water Harvesting Technique" in which most of the Gram Pradhans of nearby villages had active participation.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Students, staff using

- **Bicycles:** More than 65 percent students use the bicycles from home to college and college to home. There are many administrative staff and fourth grade employees who use bicycles.
- **Public Transport:** Near about 15 percent students, teachers and non-teaching staff use public transport facility.
- **Pedestrian Friendly Roads:** Most of the students, teaching and non teaching staff use the pedestrian friendly roads.
- **Plastic Free Campus:** The College has formed a green team comprising faculty of Geography, Agriculture and Botany to seek solution to the problems. College has banned the use of polythene in the campus. Team takes initiative to make aware people about the harmful effect of plastics and suggests the alternatives.
- **Paperless Office:** In this regard college has taken initiatives like students-nominal roll, scholarship forms, important information, admission data and other important notices are uploaded to college website. The college office ensures that most of the communication with university authorities and higher education directorate officials should be done through email. Meeting notices of different committees/Cells are communicated through email and social media apps.
- **Green Landscaping with trees and plants :**
 - Our college has luxuriant vegetation. Big trees and dense vegetation have made the campus carbon

neutral. Every year in month of July and August, saplings are planted within the campus.

- College is conscious and sensitive to the environmental issues. Different departments also show work responsibilities towards it. B.Ed and Botany departments have made initiative for adoption of plants by the students. Our college has also adopted eco-friendly work practices.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 56

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
14	16	15	11	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 3

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	1

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes	
File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: No	

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years	
Response: 14	
File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian	
--	--

personalities**Response:**

The Institution organizes national festivals and birth anniversaries of freedom fighters and other great Indian personalities with great zeal and fervour.

Hindi department organises Hindi Diwas and Tulsi Jayanti every session. This session, Deendayal Upadhyay birth centenary was celebrated by Commerce, Economics, Hindi and B.Ed departments. Seminars,debate, speech and essay writing competitions were held and prizes were distributed to students. C. V. Raman birth anniversary is celebrated as National Science Day by Physics, Botany and Chemistry departments by rotation. Special cultural events are organised by NCC cadets on Independence Day and Republic Day. Documentaries have been shown to students on the birth anniversaries of Sardar Patel, Maulana Abul Kalam Azaad. Swachhata Abhiyaan is initiated every year on Gandhi Jayanti.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**Response:**

College maintains complete transparency in its academic, administrative and auxiliary functions. Student's scholarship information, admission, information and informations related with the higher education directorate office, Allahabad and university are uploaded on the college website. There is proper system of financial audit. At the end of every session all the expenditure is audited by state government appointed auditors and audit reports are sent to the college through the Higher Education Directorate office. Academic audit of every department is undertaken and the audit report is displayed on college website.

7.2 Best Practices**7.2.1 Describe at least two institutional best practices (as per NAAC Format)****Response:****Best practices 1****Title of the Practice: 'Ensuring computer literacy'**

Objective of the practice: Proficiency in computer applications has how become a binding compulsion in day to day life. Established with the aid from UGC, well equipped network resource centre is functioning in the college. The centre has latest configuration personal computers and multimedia equipped hall. The centre is aimed to provide basic computer training for faculty, non-teaching staff and especially poor students.

The context: The students are mostly from rural area where not to speak of computer facilities even electricity is not available. They even cannot afford to get computer training through private centres. At the

network resource centre the curious under graduate and post graduate students are provided free basic computer literacy courses. This practice has boosted the image of college.

The practices: Regular ICT applications based short term programs are organised for both students and faculty members. A qualified computer teacher has been employed for this purpose. The students from semester courses are paid special attention so as to enable them for preparing their seminars and projects, assignments.

Evidence of success: The network resource centre is most of the time occupied either by students or staff. Positive outcomes of this programmes is that the semester students of B.Sc. and M.Sc. courses usually deliver their seminars through power point. Few of the faculty members who were initially not familiar with ICT, now they are successfully using multimedia facilities in teaching as well as in delivering their research paper presentation during the seminars.

Problems encountered and resources required:

- Considering the need of around three thousand students, the computer centre is not sufficiently equipped.
- Non availability of permanent Computer teacher.

Best practices 2

Title of the practice: 'Kisan Paramarsh Kendra':

Objectives of the practice:

- To provide advisory services to the farmers regarding farm related problems and their solution.
- To facilitate direct access of the farmers to the institution resources available in terms of technology.

Context: National agriculture research system has generated number of agriculture technologies for the benefit of the farmers, but the farmers are not able to use these technologies due to lack of access to the information. To bridge this gap, 'Kisan Paramarsh Kendra' has been established. Farmer advisory centre was established in year 2015 for the advisory services of latest techniques in agriculture and related field

The Practice:

- Centre provides farm advisory services to the visiting farmers. The centre receives queries from farmers. Queries of farmers are attended and sometimes replies are sent to the farmers.
- Information dissemination through personal interaction, and telephone, number to the farmers.

Evidence of success: Since inception of centre, we provided support to more than 50 farmers.

Problems encountered and resources required: College is not able to appoint full time dedicated resource person for smooth running of the centre. More advance facilities at the centre are required.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Our institution has distinction of being the only affiliated college of Bundelkhand University which has five faculties -Science, Arts, Education, Commerce and Agriculture. 12 Departments offer post graduate programs. Except for Agricultural faculty, Departments under each faculty are recognized research centres. Despite the locational disadvantages, this institution has been a better destination for those students who are in quest for post graduate studies and research works. Presently, a total of 38 research scholars are enrolled under the supervision of 13 faculty members of the college. Out of 38, most of the Scholars are receiving JRF from UGC or CSIR for their research works. During last five years 11 PhD awards have been under the credit of the college. More than 100 research papers have been published by research scholars and faculty members during last five years. Student's seminar, project works, dissertations and field tours inculcate in the students the aptitude of research at PG level itself. PG departments have well developed laboratories including research facilities and their own departmental libraries. Developing and maintaining the ambience of research on surrounding problems have been part of our mission and our institution is continuously performing well in this area.

5. CONCLUSION

Additional Information :

Although the college is a Government aided institution, it receives grants from the state Government only for salary of permanent teaching and non-teaching staff. From 2000 onwards, four new programs (M.Com, MA Sociology, B.Sc Agriculture and M.Sc Botany) under Self Finance Scheme (SFS) have been introduced in the institution. Through these SFS courses the college has been generating financial resources which not only fully supports these programs but also bear the partial financial requirement of other programs . It is only because of its own resource that the College can afford the appointment of part time teachers and other support staff meant for better academic support to students. The College managing committee has planned to introduce undergraduate Programs in History, Home Science, Psychology and Post Graduate programs in English, Defence Studies and Zoology in coming years.

Concluding Remarks :

Established in 1960, Atarra Post Graduate College is the only College affiliated to Bundelkhand University which has five faculties. In course of time, this institution has established ample academic and physical infrastructure which support very well the all around needs of 3000 odd students. With most of the 16 Departments having PG and Research Centres, the college has been attracting students for higher studies not only from the same state but also from other states. With well equipped laboratories, resourceful library, good sports facilities, Hostel facilities both for boys and girls, Community Service Programs and better students support and progression, the College is moving ahead as one of the premier higher education institution in Uttar Pradesh. Through four Programs under SFS scheme, the college is generating its own resources too. Graduates, Post Graduates and Research Scholars from this college are holding prominent posts in administration as well as in academics. Despite so many strong points about the institution, there are some aspects which are to be taken care of –like incorporating more ICT facilities, introduction of Career Oriented Programs, availability of advance research instruments and enhancement of permanent to temporary staff ratio.