

**NAAC Institutional Quality Sustenance and Development Survey
2012-13**

1.

INSTRUCTIONS

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

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

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher

education scenario and the feedback will be provided to each participating institution. No judgment of categorization on institutional quality is intended.

IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website.

When answering this questionnaire, please ensure that no question is omitted in order to have a holistic analysis.

The survey does not allow you to have access to the filled-up form, i.e., once the 'done' button is clicked, the information will automatically reach NAAC.

In case you wish to retain printouts of the filled-up questionnaire, please take a printout of each completed page before proceeding further.

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2.

1. Kindly provide the details of the institution

Name of Institution:

Institution:

Year of Establishment of the Institution:

Address Line 1 :

Address Line 2 :

City/Town :

State :

Postal Code :

Email Address :

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation:

Current Grade :

B

CGPA :

2.64

3. Institutional Status

Affiliated Permanent

4. Contact Person Details

Name of Head

Dr. Ramesh P. Gan

of Institution:

Contact

0712-2653711

Phone :

Email :

principial@pwscollege.edu.in

Website URL :

<http://www.pwscollege.edu.in/>

Name of IQAC

Co-ordinator

Dr. Shubha Mishra

Email :

shubhamishra2007@gmail.com

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3.

SECTION I

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

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

Undergraduate (BA/B.Sc./B.Com. etc.)	<input type="text" value="3"/>
Post Graduate (MA/M.Sc./M.Com. etc.)	<input type="text" value="10"/>
Research Programmes (M.Phil/P.hD)	<input type="text" value="2"/>
Certificate Programmes	<input type="text" value="0"/>
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/ Medicine/Pharmacy/Paramedical/Nursing etc)	<input type="text" value="0"/>
Other value added programmes	<input type="text" value="0"/>
Any other programme offered (Specify)	<input type="text" value="3"/>

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

New programmes added during the year	<input type="text" value="0"/>
New programmes Designed	<input type="text" value="0"/>

Programes under revision

Interdepartmental collaborative programmes

Inter institutional collaborative programmes

Number of review committee recommendations implemented (Total)

Number of NAAC peer team recommendations implemented

Number of UGC/any other expert committee recommendations implemented

Number of review committee recommendation under implementation

Number of NAAC

peer team

3

recommendations under implementation

Number of UGC/

5

any other expert

committee recommendations

under implementation

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

Total faculty

34

strength

required as per norms for all

programmes

Total faculty on

30

rolls

Faculty added

3

during the year

Faculty positions

4

vacant

Faculty left

0

during the year

Total number of

30

visiting faculty

Total number of
guest faculty

8. Qualification of Faculty

PhD and Above

M Phil

Masters

Any other
(Specify)

9. Faculty qualification improvement

PhD awarded to
existing faculty

M Phil awarded to
existing faculty

Any other
degree awarded
to existing faculty

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

Administrative staff
(total sanctioned)

Administrative staff
(Actual strength)

Added during the
year of reporting

Left during the
year

Number of
posts vacant

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

Technical Support
Staff (Total
sanctioned strength)

Technical Support
Staff (Actual strength)

Added during
the year

Left during
the year

Number of posts
vacant

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SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

Year of

DD	MM	YYYY
10 /	12	/ 2002

Establishment of IQAC

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

Number of IQAC

20

members

Number of Alumni

2

in IQAC

Number of Students

1

in IQAC

Number of Faculty

7

in IQAC

Number of
Administrative Staff in IQAC

Number of Technical
Staff in IQAC

Number of
Management
Representatives

Number of
External experts in IQAC

Number of
any other
stakeholder and community representatives

14. IQAC Meetings

Number of IQAC
meetings held
during the year

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

Yes

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

Number of
Academic programmes proposed

Number of value added programmes proposed

Number of skill oriented programmes proposed

Number of faculty competency and development programmes proposed

Number of skill oriented programmes proposed

Number of faculty competency and development programmes proposed

Number of other Staff development Programmes proposed

Number of student Mentoring programmes proposed

Number of Co-curricular activities proposed

Number of inter
Departmental cooperative
programs proposed

Number of
community
extension programmes proposed

Any other
programmes
suggested that are proposed (Specify)

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

Number of
Academic programmes implemented

Number of value
added programmes implemented

Number of skill
Oriented programmes implemented

Number of faculty
competency and development
programmes implemented

Number of other
Staff development Programmes implemented

Number of student

Mentoring programmes implemented

Number of

Co-curricular activities implemented

Number of inter

Departmental cooperative programs implemented

Number of

community

extension programmes implemented

Any other

programmes

suggested that are implemented (Specify)

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

Number of seminars/

conferences/ workshops organized

by IQAC within the institution

Number of participants

from the institution

Number of participants

from outside

Number of external
Experts invited

Number of external
conferences/seminars/ workshops on institutional quality attended

Number of events
conducted with IQACs of other institutions as collaborative programmes

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

No

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

Amount Received
from UGC

Amount Received
from any other source including the college management

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

1. Special concession in fees for below poverty line students.
2. Study facilities in the library
3. Free admission to Students of Sports

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SECTION III

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

22. Academic Programmes

Number of new academic programmes developed or designed by faculty

1

Number of faculty members

6

Involved in curriculam

Restructuring/revision/syllabus development

Number of programmes in

0

which evaluation process

reformation taken up and implemented

Number of active teaching

180

days during the current

academic year

Average percentage of

80%

attendance of students

Percentage of classes

40%

engaged by guest faculty

and temporary teachers

Number of self financed programmes offered

Number of aided programmes offered

Number of programmes discontinued during the year

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

Yes

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

Percentage of courses where student feedback is taken

25. Is feedback for improvement provided to the faculty?

Yes

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

Number of major research projects undertaken during the year

Number of minor research projects undertaken during the year

Number of major ongoing projects

Number of minor ongoing projects

Number of major projects completed

Number of minor projects completed

Number of major project proposals submitted for external funding

Number of minor project proposals submitted for external funding

Number of research publications in peer reviewed journals

Number of research publications in international peer reviewed journals

Number of research publications in national peer reviewed journals

Number of research papers accepted for publication in international peer reviewed journals

Number of research papers accepted for publication in national peer reviewed journals

0

Average of impact factor of publications reported

0

Number of books published

0

Number of edited books published

1

Number of books (single authored) published

0

Number of books (coauthored) published

1

Numbers of conferences attended by faculty

91

Number of international conferences attended

23

Number of national conferences attended

68

Number of papers presented in conferences

55

Number of papers presented in international conferences

Number of papers presented in national conferences

Number of conferences organized by the institution

Number of faculty acted as experts resource persons

Number of faculty acted as experts resource persons - international

Number of faculty acted as experts resource persons - national

Number of collaborations with international institutions

Number of collaborations with national institutions

Number of linkages created during the year

Total budget for research

for current year as a
percentage of total institution budget

Amount of external

289500/-

research funding received in the year

Number of patents

0

received in the year

Number of patents

0

applied for in the year

Number of research

2

awards/ recognitions received by faculty

and research fellows of the institute in the year

Number of PhDs awarded

2

during the year

Percentage of faculty

20

members invited as

external experts/resource persons/reviewers/referees

or any other significant research activities

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SECTION IV

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

27. Student Details and Support Mechanisms

The total intake	3440
of students for various courses (Sanctioned)	
Actual enrollment	2193
during the year	
Student dropout	21
percentage during the year	
Success	48
percentage in the final examination across the courses	
Number of academic	2
distinctions in the final examination and percentage	

Number of students
who got admitted to
institutions of national importance

Number of students
admitted to institutions abroad

Number of students
qualified in
UGC NET/SET

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

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

Yes

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

Number of students
participated

30. Does student counselling and guidance service exist?

Yes

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

Number of students
participated

32. Career Guidance

Number of
career guidance programmes organized

Percentage of
Students participated in
career guidance programmes

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 32

Number of
Students participated in
campus selection programmes

Number of
Students selected for placement during the year

35. Does gender sensitization program exist?

Yes

36. If Answer is Yes to Qn 34

Number of
Programmes organized

37. Student activities

Number of
Students participated in external cultural events

Number of
prizes won by students in external cultural events

Number of
cultural events conducted by
the institute for the students

Number of
Students participated in
international sports and games events

Number of
Students participated in
national level sports and games events

Number of
Students participated in
state level sports and games events

Number of students
participated in university level
sports and games events

Number of
prizes won by students in
international sports and games events

Number of prizes

won by students
in national level
sports and games events

Number of
prizes won by students in
state level sports and games events

Number of
prizes won by students in
university level sports and games events

Number of
sports and games events
conducted by the institute for the students

38. Composition of students

Percentage of
Scheduled Caste

Percentage of
Scheduled Tribe

Percentage of
other backward communities

Percentage of
women students

Percentage of Physically challenged

Percentage of rural students

Percentage of urban students

39. Scholarships and Financial Support

Number of students availing financial support from the institution

Amount disbursed as financial support from the institution

Number of students awarded scholarship from the institution

Number of students Received notable national / international achievements/ recognition

40. Student initiatives

Number of Community upliftment programmes initiated by students

Number of
literary
programmes initiated by students

4

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

5

Number of
Student research
initiatives

4

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SECTION V

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

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

Yes

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

Yes

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

Yes

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

- Separate Reading room facilities for Research Scholar, Teachers, Girls and Boys in Library
- Quick admission Process. completed in a day
- Free Admission to Students in Sports Quota

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

Yes

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

- 1. Administrative procedures including finance**
- 2. Student admission**
- 3. Student records**
- 4. Evaluation and examination procedures**

5. Research administration

6. Others

(enter the respective details corresponding to the serial numbers)

First Two

47. Existence of learning resource management

	Yes	No
e-database in library	yes	
ICT and smartclass room		No
e-learning sources (e-Books, e-Journals)	Yes	
Production of teaching modules	Yes	
Interactive learning facilities	Yes	

48. Internal resource mobilization: Kindly provide the amount contributed

Research	<input type="text" value="0"/>
Consultancy and training	<input type="text" value="0"/>
Student contribution	<input type="text" value="0"/>

Alumni contribution

Wellwishers

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development

Amount spent for student welfare

Amount spent for staff welfare

50. Is delegation of authority practiced

Yes

51. Does grievance redressal cell exist ?

	Yes	No
Faculty		No
Students	yes	
Staff		No

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

Number of

0

Grievances received

Number of

0

Grievances resolved

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

Number of

0

Grievances received

Number of

0

Grievances resolved

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

Number of

0

Grievances received

Number of

0

Grievances resolved

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

Yes

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

Internal

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

- Ample Infrastructure
- Well Equipped Library
- Large number of students from weaker sections

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

- First Generation Learners
- Total dependence on UGC Grants

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

- Career oriented courses
- Research centre for Pali and Buddhist Studies

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

- Employment avenues are limited to local area
- since large number of students are working soft skills courses are not successful

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

- Increased number of MRPs
- Increased number of publication
- Sports achievements have increased

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

- Due to NAAC requirements of ICT at the admission level and classroom level have significantly increased
- employment and placement cell has become functional
- The suggestions of IQAC are seriously implemented.

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CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation.

Any substantial charges / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

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

Thank you for your participation.
