



**Annual Quality Assurance Report  
(AQAR)  
2018-19**



**Internal Quality Assurance Cell**

**M.L.K. (P.G.) College, Balrampur (U.P.), 271201**

Annual Quality Assurance Report  
(AQAR)  
**2018-19**



**M.L.K. (P.G.) College, Balrampur**  
**(U.P.), 271201**

**Website-mlkpgcollege.org**

**(Affiliated to Siddharth University, Kapilvastu, Siddharth Nagar)**

## Part – A

### Data of the Institution

(Data may be captured from IIQA)

1. Name of the Institution: M.L.K.P.G. College, Balrampur

- Name of the Head of the institution : Dr. R. B. Srivastava
- Designation : Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 05263-232915
- Mobile no.: 9415407164
- Registered e-mail: mlk.college1955@gmail.com
- Alternate e-mail : [iqac.mlk@gmail.com](mailto:iqac.mlk@gmail.com)
- Address : M.L.K.(P.G.) College, Balrampur
- City/Town : Balrampur
- State/UT : Uttar Pradesh
- Pin Code : 271201

2. Institutional status:

- Affiliated / Constituent: Affiliated (Siddharth University, Kapilvastu, Siddharth Nagar U P)
- Type of Institution: Co-education
- Location :Urban
- Financial Status: State
- Name of the IQAC Co-ordinator : Dr.Narendra Kumar Singh
- Phone no. : 05263-234139
- Mobile : 9450514172
- Registered e-mail : mlk.college1955@gmail.com
- Alternate Email address : iqac.mlk@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year): <http://www.mlkpgcollege.org/aqar>

4. Whether Academic Calendar prepared during the year?:yes

If yes,whether it is uploaded in the institutional website :

Weblink: <https://mlkpgcollege.org/academic-calendar>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1 <sup>st</sup>	A	3.25	2011	27/03/2011	26/03/2016

6. Date of Establishment of IQAC: 19/07/2018

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. "Women empowerment in present scenario"	22,23 Dec, 2018	185
2. "Local environment changes have global effects"	25,26 May, 2019	214

8. Provide the list of funds by Central/ State Government-

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>0</b>

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

\*upload latest notification of formation of IQAC [View File](#)

10. No. of IQAC meetings held during the year: 02

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

Upload the minutes of meeting and action taken report [View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

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

- Management of remedial classes for slow learners.
- Enhancement of career counselling cell.
- Learned lecturers in different U.G. and P.G. departments.
- Organisation of two national seminars.
- Improvement of ICT in the class rooms.
- Awareness programmes on different socio-political aspects. .

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

Plan of Action	Achievements/Outcomes
<b>Quality assurance</b>	<ol style="list-style-type: none"> <li>1. Successful conduction of two national seminars</li> <li>2. Monitoring of the classes.</li> <li>3. Faculty members participated in symposia/seminar/Conferences/workshops.</li> </ol>
<b>Extra-curricular activity</b>	<ol style="list-style-type: none"> <li>1. College teams participated in different inter-collegiate sports events organised by University.</li> <li>2. In Lok Sabha election 2019, NCC, NSS, Scout Guide played active roles in awareness programme of SVEEP.</li> </ol>

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

Name of the statutory body	Committee of management
Date of meeting	30.03.2019

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? No**

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

Year of Submission	Date of Submission
2019	30/04/2019

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

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

- **Admission & Fee Module:** This module facilitates the Admission process in which the candidate's admission is done using Computers at the Admission counters. The Computer operator at the counters fill the basic information and course details and the application generates the Fee receipt which is printed and provided to the Candidate. This module also facilitates to update the Course Fee every year if the fee is amended.
- **Merit List Module:** This module facilitates the generation of Merit list for admission in U.G. & P.G. classes. This module automatically generates the merit based on the various

criteria made by the College administration. This module also considers the Reservation criteria as per the Government norms.

- **Identity Card Module:** This module facilitates the generation and printing of Identity Cards of the admitted students. The module speeds up the process of Identity Card printing which in turn helps the Proctorial Board for better control of discipline in the College Campus.
- **Scholar Register Module:** This module facilitates the generation and printing of Scholar Register every year. Scholar Register is a very important document for the office which keeps track of yearly progress of the student. This module automatically generates the details of students which is required in the Scholar register when the student is admitted in the College in the 1<sup>st</sup> year.
- **Transfer & Character Certificate Module:** Transfer Certificate & Character Certificate are the certificates issued to the students when they leave the College. The application has a dedicated module for generating and issuing Transfer Certificate & Character Certificate to the students leaving the Institution.



## Part-B

	<b>CRITERION I–CURRICULAR ASPECTS</b>
	<b>1.1 Curriculum Planning and Implementation</b>
	1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words
	<p>Maharani Lal Kunwari Post Graduate College, Balrampur is presently affiliated to Siddharth University, Kapilvastu, Siddhartha Nagar, U.P. and follows the curricula designed and developed by the university. The curriculum is designed and developed by the university keeping in mind the objectives and guidelines provided by UGC/MHRD/state government. Many teachers of the college are convenor/member in various Boards of Studies of Siddharth University Kapilvastu, Siddharth Nagar. Board of Studies discusses the curriculum of different classes of UG and PG courses. There is annual system of examination in UG&amp;PG courses in humanities. There is semester system in BBA, BCA &amp; science PG courses. According to the need of the society, guidelines provided by government for global competence, the members recommend the modification in the curriculum to the academic council for approval. In the whole process of curriculum, Planning and Implementation, 24 teachers of the college have played a major role as deans, convenors and members. Further, workshops regarding the re-structuring of syllabi are organized by the University in which faculty members of the College actively participate and give their inputs. Some faculty members are invited as resource persons to these and other related academic events. College ensures effective curriculum delivery through a well-planned and documented process. The college has designed certain value aided and certificate programmes of short duration related to personality and skill development of students.</p> <p>IQAC prepares the academic calendar of the college prior to the commencement of every academic year. The academic calendar devises suitable dates for significant academic and other activities. The faculty members are briefed on the academic activities of the college on the first meeting of the commencement of every academic year. The head of the departments arranges departmental meetings to distribute and assign the workload. Faculty members prepare their teaching plan for theory and practical at the beginning of session. Each teacher is provided with an academic diary containing timetable, workload, Annual/Semester teaching plan, actual teaching units, daily teaching plan, and academic and administrative committee responsibilities. The academic diary is monitored by the concerned head of departments and the principal of the college.</p>

The timetable committee prepares a general time-table for U G classes and HOD of concerned departments prepare departmental timetable for P G classes. Teachers conduct classes as per the timetable provided by the college.. For the effective transmission and delivery of curricula, departments integrate classroom teaching with various ICT tools, laboratory practical, field projects, students seminars, tutorials, previous years and sample question papers solving exercises, field survey etc. There are well equipped ICT/smart class rooms and laboratories available for imparting better understanding of the subject.

For the up gradation of subject-related knowledge, college organizes seminars, conferences, and workshops. This activity provides a platform to the faculty and the students to participate and interact with experts in various fields and enrich and update their subject knowledge.

For the effective curriculum delivery teachers’ use participative, problem solving and student-centric learning methods. Faculties effectively and creatively use PPTs, video lectures, models, charts, various educational software’s, and the online NPTEL courses are available to the students for delivering the subject knowledge. The college organizes guest lectures, expert lectures of eminent academicians for the effective curriculum delivery. At the end of every academic year, IQAC collects feedback on curricula from all the stakeholders, it is then analyzed and analysis report is communicated to Head of the institution. The college has its own website [mlkpgcollege.org](http://mlkpgcollege.org) which becomes helpful in getting the instant information about the institution.

**1.1.2 Certificate/ Diploma Courses introduced during the Academic year**

Name of the Certificate Courses	Name of the Diploma Courses	Date of introduction and duration	Duration	focus on employability/ entrepreneurs hip	Skill development
Entrepreneurship development course	NIL	07.09.2018	90 days	Entrepreneurs hip	yes
Human Rights	NIL	07.09.2018	90 days	Employable	yes
Guidance Psychology	NIL	07.09.2018	90 days	Employable	yes
Food Preservation	NIL	07.09.2018	90 days	Entrepreneurs hip	yes
Cultural Tourism	NIL	07.09.2018	90 days	Employable	yes

1.2.1 New programmes/courses introduced during the Academic year			
Programme /Course	Programme Specialization	Date of Introduction	
M.A.	English	30/05/2018	
M.A.	Education	30/05/2018	
M.Com.	Commerce	30/05/2018	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.			
Name of Programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS / Elective Course System	
M.Sc.	Entomology(Zoology)	01/07/2018	
M.Sc.	Special Function I(Mathematics)	01/07/2018	
M.Sc.	General Relativity(Mathematics)	01/07/2018	
M.Sc.	Special Function II(Mathematics)	01/07/2018	
M.Sc.	Electronics/Astrophysics/Solid State Physics (Physics)	01/07/2018	
M.Sc.	Physical Chemistry(Chemistry)	01/07/2018	
M.Sc.	Inorganic Chemistry(Chemistry)	01/07/2018	
M.Sc.	Organic Chemistry(Chemistry)	01/07/2018	
M.Sc.	Advanced Plant Physiology(Botany)	01/07/2018	
M.Sc.	Plant Pathology(Botany)	01/07/2018	
M.Sc.	Water Resource Management(Botany)	01/07/2018	
M.Sc.	Fish and Fisheries(Zoology)	01/07/2018	
M.A.	Nirgun Bhakti/Sagun Bhakti(Hindi)	01/07/2018	
M.A.	Agriculture Geography/Urban Geography(Geography)	01/07/2018	
M.A.	International Law /International Organization(Political Science)	01/07/2018	
M.A.	Sahitya Verga(Ved/Vyakaran/Sahitya)(Sanskrit)	01/07/2018	
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year			
No of Students		Certificate	Diploma Courses
30		Entrepreneur Development	NIL
30		Cultural Tourism	NIL
30		Human Right	NIL
30		Guidance Psychology	NIL
30		Food Preservation	NIL
Certificate/Diploma Program of IGNOU at Study Centre of the College:			
Program	Course	Duration	No of students
Certificate	CFN-Certificate program in food and nutrition	6 months	03
Certificate	CIG	6 months	07

Certificate	CRD	6 months	01
Certificate	CAFE	6 months	02
Certificate	CRD	6 months	01
Certificate	CFE	6 months	06
Certificate	CHR	6 months	03
Certificate	CIT	6 months	01
Diploma	PGDESD	1 Year	01
Diploma	PGDRD	1 Year	01
Diploma	DNHE	1 Year	01
Diploma	DAFE	1 Year	05

Certificate/Diploma Program of UPRTOU, Prayagraj at Study Centre of the College:

Program	Course	Duration	No of students
Diploma	DYS	06 months	02
Diploma	PGDYO	12 months	48

### 1.3 Curriculum Enrichment

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

Value added courses	Date of introduction	Number of students enrolled
Human Physiology and dietics	24/09/2018	22
Basics of plant identification & molecular tools and techniques.	24/09/2018	30
Fundamentals of chemistry and basic lab. techniques	24/09/2018	40
Basics of field study and techniques in biology	24/09/2018	40
Health and Nutrition	24/09/2018	30
Basics Of Computer	24/09/2018	36
Personality Development	24/09/2018	35
Fundamentals of chemistry and basic lab. techniques	24/09/2018	38
Basics of field study and techniques in biology	24/09/2018	30
Food and Nutrition	24/09/2018	30
Advance sewing and embroidery	24/09/2018	26
Spoken English	24/09/2018	90
Mehndi	24/09/2018	45
Pre-school Teacher Education	24/09/2018	30
Aptitude Test	24/09/2018	45
Career Guidance	24/09/2018	30
Food Processing	24/09/2018	30
Disaster Management	24/09/2018	35
Basic Instrumentation in Physics	24/09/2018	35

1.3.2 Field Projects / Internships undertaken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
M.Sc.	Excursion Tour (Botany)	32
B.Sc. III	Excursion Tour (Botany)	90
M. A.	Field Survey (Geography)	35
B. A. III	Field Survey (Geography)	70

#### 1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

#### STUDENTFEEDBACK FOR DESIGN AND REVIEW OF SYLLABUS

As part of the process improvement initiative, the IQAC of M.L.K. (P.G.) College administered a survey in the month February of 2019 that evaluates students' feedback for design and review of syllabus. It will provide opportunities to monitor changes across the years in a range of ways. This report presents a summary of results.

#### Objectives

- To measure students' level of satisfaction with the design and review of syllabus.
- To identify existing problems, if any, and recommend changes.

#### Method

##### Instrument

The Student Feedback Survey was prepared using, in general, the same guidelines adopted for previous similar surveys (Appendix). The 8 survey questions have been developed in light of existing college practices. The expectation is that college will retain this open text data and use it for its own analysis.

The Survey included the following components:

Items soliciting students' opinion and perception for the syllabus in the reference of -

- Quality of the syllabus
- Students' learning outcomes and development.
- Career perspective
- Teaching resources, material and environment

#### Sample

The sample initially consisted of 735 undergraduate and postgraduate students from all classes representing 10% the population of M.L.K. (P.G.) College. Accidental sampling was used. A breakdown of the sample by class is presented in the table 1 for U.G. and in table 2 for P.G. students. In addition, these tables provide the population figures for the college on both of the dimensions.

Table 1

<b>Class</b>	<b>Population</b>	<b>Sample</b>
B.A. I	1772	180
B.A. II	759	76
B.A. III	625	63
B.Sc. I	1185	120
B.Sc. II	561	57
B.Sc. III	580	58
B.Com. I	211	22
B.Com. II	108	11
B.Com. III	92	10
B.B.A. I	45	5
B.B.A. II	22	3
B.B.A. III	16	2
B.C.A. I	119	12
B.C.A. II	43	5
B.C.A. III	32	4
B.Ed. I	46	46
B.Ed. II	36	36
<b>TOTAL</b>	<b>6252</b>	<b>637</b>

Table 2

<b>Class</b>	<b>Population</b>	<b>Sample</b>
M.A. I	309	31

M.A. II	112	12
M.Sc. I	329	33
M.Sc. II	149	15
M.Com I	64	7
<b>TOTAL</b>	<b>963</b>	<b>98</b>

### **Administration**

Survey was administered in classrooms. Instructors of selected course sections were contacted and their support was solicited.

### **Data Analysis**

Scoring- There is 3, 2 & 1 marks for strongly agree, agree and disagree response respectively.

Mean is used to report the results for the whole sample.

### **Results**

Table 3 reports descriptive statistics for various steps and processes for 2018-19. Table 4 denotes categories of raw scores for satisfaction level.

Table 3

2018-19	
N	Mean
735	19.93

Table 4

Score range	Satisfaction level
Above 19	Very high
17-19	High
14-16	Average
11-13	Low
Below 11	Very low

## Interpretation

The Report shows very high level of satisfaction with need to improve laboratory facilities with modern equipment.

## CRITERION II -TEACHING-LEARNING AND EVALUATION

### 2.1 Student Enrolment and Profile

#### 2.1.1 Demand Ratio during the year (2018-19)

Name of the Programme	Programme Specialization	Number of seats available	Number of applications received	Students Enrolled
B.A.	First	3400	1790	1767
B.Sc.	First(Biology Group)	800	750	729
B.Sc.	First(Mathematics Group)	800	480	456
B.Com.	First(Commerce Group)	300	218	211
B.B.A.	First	60	48	45
B.C.A.	First	120	122	119
B.Ed.	First	50	46	46
M.Sc.	Chemistry	63	60	60
M.Sc.	Physics	48	48	48
M.Sc.	Botany	48	41	41
M.Sc.	Zoology	120	120	120
M.Sc.	Mathematics	75	60	60
M.A.	Hindi	75	40	40
M.A.	Political Science	75	35	35
M.A.	Sanskrit	75	05	05
M.A.	Psychology	50	29	29
M.A.	Geography	63	60	60

#### 2.2 Catering to Student Diversity

##### 2.2.1. Student - Full time teacher ratio

7209 / 126= 57:1

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	6246	963	28	04	94

#### 2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT	ICT tools and resources available	Number of ICT enabled class rooms	Number of smart class	E-resources and techniques used
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	(LMS, e-Resources)			rooms	
126	54	15	13	13	07
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<p><b>The institute adopts continuous off line students mentoring system.</b></p> <p>Student mentoring camps are organized in the institution regularly. Various experts of different field provide expert advice to students as mentor.</p> <p><b>Impact of Mentoring system on M.L.K.(P.G.)College :-</b></p> <ol style="list-style-type: none"> <li>Bridging the gap between students and teachers.</li> <li>Created better environment in our college therefore student can approach the teacher for educational and professional guidance.</li> <li>Two way communications developed between teachers and students through knowledge enhancement base programs.</li> <li>Selection of the students in various competitive exams such as NET, GATE, GRE, CAT, ISRO, DRDO, BARC etc.</li> <li>Motivated for higher studies and entrepreneurships.</li> <li>Advised and supported for academic excellence.</li> </ol> <p><b>Process applied in our institution for mentoring:-</b></p> <ul style="list-style-type: none"> <li>Regular meetings between mentor and mentee.</li> <li>Students are allowed to approach the mentor for both academic and personalized professional carrier advice is given to mentee.</li> </ul>					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
7209		126		1:57	

## 2.4 Teacher Profile and Quality

### 2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
126	73	53	53	59

### 2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
2018	NIL	NIL	NIL
2019	NIL	NIL	NIL

## **2.5 Evaluation Process and Reforms**

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A.I	NIL	Year	29.03.2019	15.05.2019
B.A.II	NIL	Year	30.03.2019	10.05.2019
B.A.III	NIL	Year	09.04.2019	02.05.2019
B.Sc. I	NIL	Year	25.03.2019	21.05.2019
B.Sc. II	NIL	Year	25.03.2019	22.05.2019
B.Sc. III	NIL	Year	05.04.2019	02.05.2019
B.Com. I	NIL	Year	11.03.2019	19.03.2019
B.Com. II	NIL	Year	11.03.2019	19.03.2019
B.Com. III	NIL	Year	09.03.2019	19.03.2019
B.B.A II Sem.	NIL	SEM.	16.03.2019	14.06.2019
B.C.AII Sem.	NIL	SEM.	16.03.2019	14.06.2019
MSc.Phy.II Sem	NIL	SEM.	08.06.2019	08.08.2019
M.Sc Bot.II Sem	NIL	SEM.	08.06.2019	04.09.2019
M.Sc.Chem II Sem	NIL	SEM.	08.06.2019	08.08.2019
M.Sc.ZoolI. Sem	NIL	SEM.	08.06.2019	28.08.2019
M.Sc.MathsII Sem	NIL	SEM.	12.06.2019	12.09.2019

MSc.Phy. IV Sem	NIL	SEM.	08.06.2019	
M.Sc Bot.IV Sem	NIL	SEM.	16.06.2019	04.09.2019
M.Sc.Chem IV Sem	NIL	SEM.	13-06-2019	08.08.2019
M.Sc.Zool. IV Sem	NIL	SEM.	13-06-2019	05.09.2019
M.Sc.MathsIV Sem	NIL	SEM.	17-06-2019	12.09.2019
B B A IV Sem.	NIL			
B C A IV Sem.	NIL			
B.B.A VI Sem.	NIL	SEM.	17-06-2019	14.09.2019
BCA VI Sem	NIL	SEM.	16-06-2019	14.09.2019
M.AI (Hindi)	NIL	Year	05-03-2019	11-03-2019
M.AI (Sanskrit)	NIL	Year	05-03-2019	25-03-2019
M.AI (Geography)	NIL	Year	07-03-2019	25-03-2019
M.AI (Psychology)	NIL	Year	02-03-2019	19-03-2019
M.A I (Po.Science)	NIL	Year	05-03-2019	13-03-2019
M.A.I (Education)	NIL	Year	01-03-2019	11-04-2019
M.A.I (English)	NIL	Year	01-03-2019	06-03-2019
M.Com.I	NIL	Year	15-03-2019	02-04-2019
M.AII (Hindi)	NIL	Year	01-03-2019	19-03-2019
M.AII (Sanskrit)	NIL	Year	01-03-2019	25-03-2019
M.AII (Geography)	NIL	Year	06-03-2019	08-05-2019
M.AII (Psychology)	NIL	Year	28-03-2019	16-03-2019
M.A II (Po.Science)	NIL	Year	05-03-2019	13-03-2019
B.Ed I	NIL	Sem.	26-06-2019	01.08.2019

B.Ed II	NIL	Sem.	25-06-2019	27.08.2019
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2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

**The institute adopts continuous off line students mentoring system.**

Student mentoring camps are organized in our institution regularly. Various experts of different fields provide expert advice to our students as mentor.

**Impact of Mentoring system on M.L.K.(P.G.)College :-**

- g. Bridged the gap between students and teachers.
- h. Created better environment in our college, therefore, students can approach the teacher for educational and professional guidance.
- i. Two-way communications developed between teachers and students through knowledge enhancement base programs.
- j. Students of the college selected in various competitive exams such as NET, GATE, GRE, CAT, ISRO, DRDO, BARC, UPTET, CTET etc.
- k. Motivated for higher studies and entrepreneurships.
- l. Advised and supported for academic excellence.

**Process applied in our institution for mentoring: -**

- Regular meetings are held between mentor and mentee.
- Students are allowed to approach the mentor for both academic and personalized professional career advice.

(a) 2.5.3 Academic calendar is prepared and adhered for the conduct of the examination and other related matters (250 words)



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### Semester Course

S.No.	Particulars	Date
1.	Admission	1 <sup>st</sup> to 25 <sup>th</sup> July 2017
2.	Commencement of Session	1 <sup>st</sup> July 2017
3.	Last date of Admission in PG Courses (1 <sup>st</sup> Semester)	31 <sup>st</sup> July 2017
4.	Odd Semester Examination	15 <sup>th</sup> to 24 <sup>th</sup> December, 2017
5.	Semester Break	25 <sup>th</sup> December, 2017 to 15 <sup>th</sup> January, 2018
6.	Starting of Even Semester Classes	16 <sup>th</sup> January, 2018
7.	End of Even Semester Classes	10 <sup>th</sup> May, 2018
8.	Even Semester Examination	21 <sup>st</sup> to 30 <sup>th</sup> May, 2018
9.	Summer Vacation	1 <sup>st</sup> May to 30 <sup>th</sup> June, 2018

#### **2.6 Student Performance and Learning Outcomes**

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

<https://mlkpgcollege.org>

#### 2.6.2 Pass percentage of students

Programme Code	Program me name	Programme Specialization	Number of students appeared in final year Examination	Number of students passed in final year Examination	Pass Percentage
B.A.III	BA	NIL	635	528	83.14
B.Com.III	B.Com.	NIL	91	91	100
B.Sc.III	B.Sc.	NIL	578	553	95.67
B.Ed II	B.Ed.	NIL	36	34	94.44
BBA VI Sem.	B.Ed.	NIL	15	10	66.66



BCA VI Sem.	BCA	NIL	32	28	87.50
M.A.II (Hindi)	M.A.	NIL	38	36	94.71
M.A.II (Sanskrit)	M.A.	NIL	07	07	100
M.A.II (Geography)	M.A.	NIL	35	24	68.57
M.A.II (Psychology)	M.A.	NIL	07	07	100
M.A.II (Po.Science)	M.A.	NIL	34	29	85.29
M.Sc.2 <sup>nd</sup> (Physics)	M.Sc.	NIL	28	21	75.00
M.Sc.2 <sup>nd</sup> (Chemistry)	M.Sc.	NIL	28	16	57.14
M.Sc.2 <sup>nd</sup> (Math's)	M.Sc.	NIL	36	20	55.55
M.Sc.2 <sup>nd</sup> (Zoology)	M.Sc.	NIL	30	22	73.33
M.Sc.2 <sup>nd</sup> (Botany)	M.Sc.	NIL	22	20	90.90

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

### **STUDENT SATISFACTION FEEDBACK SURVEY 2018-19**

As part of the process improvement initiative, the IQAC of M.L.K. (P.G.) College administered a survey in the month February of 2019 that evaluates student satisfaction with the college.

It will provide opportunities to monitor changes across the years in a range of ways.

This report presents a summary of results, in addition to a comparison with previous year's survey results.

#### **Objectives**

- To measure students' level of satisfaction with the college as a whole, and with its different processes.
- To evaluate the effect of changes initiated this year on student satisfaction with the process.
- To identify existing problems, if any, and recommend changes.
- To identify changes in student satisfaction with various processes, as compared with previous surveys.

#### **Method**

##### **Instrument**

The Student Satisfaction Feedback Survey was prepared using, in general, the same guidelines adopted for previous similar surveys (Appendix). The 30 survey questions have been developed in light of existing college practices. A comment box has been provided for students to add any relevant written comments on learning and teaching at the college. The expectation is that college will retain this open text data and use it for its own analysis.

The Survey included the following components:

- Global items measuring students' overall satisfaction with the process.
- Items soliciting student opinion and perception of the quality of the programs, classrooms and laboratories.
- Items soliciting student opinion and perception of the Syllabus and Examination process.
- Items soliciting student opinion and perception of the Teaching environment and material.
- Items soliciting student opinion and perception of the Infrastructure and maintenance.

### Sample

The sample initially consisted of 735 undergraduate and postgraduate students from all classes representing 10% the population of M.L.K. (P.G.) College. Accidental sampling was used. A breakdown of the sample by class is presented in the table 1 for U.G. and in table 2 for P.G. students. In addition, these tables provide the population figures for the college on both of the dimensions.

Table 1

Class	Population	Sample
B.A. I	1772	180
B.A. II	759	76
B.A. III	625	63
B.Sc. I	1185	120
B.Sc. II	561	57
B.Sc. III	580	58
B.Com. I	211	22
B.Com. II	108	11
B.Com. III	92	10
B.B.A. I	45	5
B.B.A. II	22	3
B.B.A. III	16	2
B.C.A. I	119	12
B.C.A. II	43	5
B.C.A. III	32	4
B.Ed. I	46	46
B.Ed. II	36	36
TOTAL	6252	637

Table 2

Class	Population	Sample
M.A. I	309	31
M.A. II	112	12
M.Sc. I	329	33
M.Sc. II	149	15
M.Com I	64	7
TOTAL	963	98

### Administration

For this year's administration, survey was administered in classrooms. Instructors of selected course sections were contacted and their support was solicited.

### Data Analysis

Scoring- There is 5, 4, 3, 2 & 1 marks for strongly agree, agree, not sure, disagree and strongly disagree response respectively.

Mean is used to report the results for the whole sample.

### Results

Table 3 reports descriptive statistics for various steps and processes for 2018-19 and in comparison with 2017-18. Table 4 denotes categories of raw scores for satisfaction level.

Table 3

2018-19		2017-18	
N	Mean	N	Mean
735	123.6	612	118.53

Table 4

Score range	Satisfaction level
Above 125	Very high
102-125	High
78-101	Average
54-77	Low
Below 54	Very low

### Interpretation

The Student Satisfaction Survey Report for 2018-19 shows **High level** of satisfaction with various processes.

The Report shows improvement as compared to the previous year's result, with need of further improvement.

There is need to improve interdepartmental interaction between both teachers and students. In addition, effort should be done to start new professional courses in arts faculty.

### Students' Comments

A summary of students' comments on various points is presented below –

- Pros. -Green & clean college premises.  
-Whole campus and classrooms are monitored by CCTV.  
-Uniform system for students.
- Cons. -Insufficient wash rooms and drinking water facilities especially in art faculty.  
-Poor interdepartmental interaction.

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored Projects	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students Research Projects ( <i>other than compulsory by the College</i> )	NIL	NIL	NIL	NIL
International Projects	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

### 3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Organic Waste Management	Botany & Chemistry	15/10/2018

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

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

Incubation Centre	Name	Sponsored by
NIL	NIL	NIL

Name of the Start-up	Nature of Start-up	Date of commencement
NIL	NIL	NIL

### 3.3 Research Publications and Awards

#### 3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

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

Name of the Department	No. of Ph. Ds Awarded
Geography	01

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

Type	Department	No. of Publications	Average Impact Factor, if any
National	B.Ed.	0	0
International		01	3.082

National	B.B.A.	0	0
International		01	5.494
National	Botany	0	0
International		03	3.675
National	Commerce	0	0
International		01	0
National	Education	03	7.081
International		0	0
National	English	0	0
International		01	0
National	Physics	0	0
International		01	5.070
National	Political Science	0	0
International		02	0
National	Zoology	0	0
International		29	3.37

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

Department	No. of publication
B.B.A.	03
B.Ed.	03
Botany	22
Chemistry	03
Commerce	03
Education	04
Geography	05
Pol. Science	05
Sanskrit	01
Zoology	25

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL	NIL	NIL	2018	0	NIL	0

NIL	NIL	NIL	2019	0	NIL	0
<b>3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)</b>						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2018	0	0	NIL
NIL	NIL	NIL	2019	0	0	NIL
<b>3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :</b>						
No. of Faculty	International level		National level		State level	Local level
Attended Seminars/ Workshops	23		63		0	3
Presented papers	23		63		0	3
Resource Persons	0		0		0	2
<b>3.4 Extension Activities</b>						
<b>3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year</b>						
Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers <b>co-ordinated</b> such activities			Number of students participated in such activities	
Environmental Awareness	NSS	02			215	
Swachhata Abhiyan	NSS	02			103	
Gandhi Jayanti	NSS & Rovers Rangers	02			116	
Cleaning College	51 UpBatalian NCC	12			219	
Open Defecation	NSS	04			118	
Booking & Rally	51 UpBatalian NCC	01			49	
NCC Day Celebration	51 UpBatalian NCC	04			276	
Traffic Control & Awareness Rally	NSS	10			240	
Voter awareness Programme	NSS ,NCC & Rovers Rangers	12			348	
Swachhata Pakhwada	51 UpBatalian NCC	04			112	
Vaccination	NSS	08			75	
Foot Policing Road Safety Campaign	51 UpBatalian NCC	05			110	
Swachhata Abhiyan	NSS	12			104	
Swachhata Abhiyan	51 UpBatalian NCC	02			75	
Tree Plantation	NSS	10			30	
Tobacco Awareness Rally	51 UpBatalian NCC	02			85	
Celebration of World Environment day on 5 <sup>th</sup> June 2019	NSS & The Tiger Nature club M.L.K.(P.G)College, Balrampur (WWF)	05			112	

and plantation.	Balrampur		
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year			
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NIL	NIL	NIL	0

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Misan Indradhanush	NSS	Swachhata Abhiyan	12	114
Misan Indradhanush	51 Up NCCBatalian	Vaccination	08	262
Word Diabetes day	Rovers and Rangers	Campaign People Contact	14	187
Blood Donation	NSS	Blood Donation	10	75
NCC Day Celebration	51 Up NCC Batalian	Pared March	01	20
Swachhata Awareness	NSS	Cleaning	10	104
Swachhata Abhiyan	51 Up NCCBatalian	Cleaning	01	104
Swachhata Abhiyan	NSS	Cleaning	12	75
Tree Plantation	51 Up NCCBatalian	Plantation	01	40
Tree Plantation	NSS	Plantation	08	150
Swachh Bharat Abhiyan	SPIC-MACAY	NukkadNatak	05	20
National Youth Parliament	NSS and MLKCollege	District Youth Parliament Balrampur/Shravasti	06	150
International Yoga day 21 <sup>st</sup> June 2019	SPIC MACAY and M L K College	International Yoga day 21 <sup>st</sup> June 2018	05	56

### 3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Research Activities	Exchange of Research and library facilities	Dr B.R. Ambedker University, NBRI,CDRI,BSIP Lucknow	Throughout the session	Students and Teachers

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year						
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs			
Kishan PG College Bahraich	NIL	NIL	NIL			
<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
Rs. 46767134			Rs. 28433879			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities	Existing		Newly added			
Campus area	28.36 Acre		-			
Class rooms	40		-			
Laboratories	14		-			
Seminar Halls	02		-			
Classrooms with LCD facilities	00		-			
Classrooms with Wi-Fi/ LAN	-		-			
Seminar halls with ICT facilities	08		03			
Video Centre	-		01			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-		-			
Value of the equipment purchased during the year (Rs. in Lakhs)	-		-			
Others	-		-			
<b>4.2 Library as a Learning Resource</b>						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software	Nature of automation (fully or partially)		Version		Year of automation	
e.Granthalaya	Partially		3.0		2011	
4.2.2 Library Services:						
	Existing		Newly added		Total	
	No.	Value	Total	Value	No.	Value
Text Books	80434	6970295.94	660	137641.00	81094	7107936.94
Reference Books	17507	-	-	-	-	-
e-Books	373	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Library automation	-	-	-	-	-	-
Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify)Manuscript	176	-	-	-	-	-



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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL	NIL	NIL	NIL

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	68	03	Yes	-	-	14	54	10*512 kbps	-
Added	70	-	-	-	-	05	65	-	-
Total	138	03	-	-	-	19	119	-	-
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
...10 MBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility						Provide the link of the videos and media centre and recording facility			
NIL						NIL			
<b>4.4 Maintenance of Campus Infrastructure</b>									
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year									
Assigned budget on academic facilities		Expenditure incurred on maintenance of academic facilities		Assigned budget on physical facilities		Expenditure incurred on maintenance of physical facilities			
Rs.29518348		Rs.22538941		Rs.46767134		Rs.28433879			
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. ( <i>maximum 500 words</i> ) (information to be available in institutional Website, provide link)									
<p><b>Procedures and policies for maintaining and utilizing physical academic and support facilities</b></p> <p>The physical facilities including laboratory, library, sport complex, computers, classrooms, etc. are made available to all regular students in the college. The students seeking admission in the practical subjects provide government prescribed fee for the laboratory expenditure. Besides, contribution by students are taken for maintenance and upgradation of laboratories and classrooms. The classrooms and laboratories are maintained and cleaned by the non-teaching staff of the college. The college garden is maintained by the gardeners appointed by the college.</p> <p>The college website is maintained and updated regularly. The college has sufficient number of computers with internet connection in the different places like office, laboratories, library &amp; all P.G. departments. The college has a library with huge number of books and Journals including some rare manuscripts. The College staff and students make full use of library through cards issued to them. Smart classes have been built which are being utilized by the college faculty members for the better</p>									

education of students. Academic and support facilities like library, sports complex and other platforms to encourage all around development of the students. The college has a large sports ground to organize annual games and inter collegiate sports events. Institute organizes all India Hockey tournament (The maharaja sir B.P. Singh All India Hockey Tournament, Balrampur) affiliated to Hockey India as a B. Grade men's Senior Hockey Tournament every year in which teams from all over the country participate.

The college maintains an employment and information centre to help the students for the competitive examinations. Students of the college utilize the competitive books and periodicals for the preparation of competitive exams.

The college provides safe & pure drinking water to staff & students.

## **CRITERION V - STUDENT SUPPORT AND PROGRESSION**

### **5.1 Student Support**

#### **5.1.1 Scholarships and Financial Support (2018-19)**

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	SAF	215	215197
Financial support from other sources			
a) National	Scholarships	4317	16385540
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Broom making and sweeping	10/10/2018	39	Departments of B.Ed. and Home science M.L.K.(P.G.)College,Balrampur.
Candle making	25/10/2018	39	Departments of B.Ed. and Home science M.L.K.(P.G.)College,Balrampur.
Envelop making	06/11/2018	39	Departments of B.Ed. and Home science M.L.K.(P.G.)College,Balrampur.
Pickles and Jam making	21/11/2018	38	Departments of B.Ed. and Home science M.L.K.(P.G.)College,Balrampur.

#### **5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the**

institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018	NET/JRF	102	20	05	05
2018	UPTET and CTET	85	35	26	0
2019	Civil Services	50	15	0	0

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
12	12	4

### 5.2 Student Progression

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

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
NIL	0	0	NIL	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2019	250	B.A. III	Hindi, English, Sociology, Education, Psychology, Sanskrit, Urdu, Geography, Home science,	DDUGU,BHU, LU,RMLAU,AMU,VVSPU,BAU,DU,JNU.	MA,B Ed,
2019	121	B Sc III	Chemistry, Maths., Physics, Botany, Zoology & Seed Technology	DDUGU,BHU, LU,RMLAU,AMU,VVSPU,BAU,DU,JNU.	M Sc, B.Ed.,
2019	70	B.Com III	Commerce	DDUGU,BHU, LU,RMLAU,A	M Com, MBA

				MU,VVSPU,B BAU,DU,JNU.	
2019	11	BBA III	Management	DDUGU,BHU, LU,RMLAU,A MU,VVSPU,B BAU,DU,JNU.	M B A
2019	21	BCA III	Computer	,BHU,LU,AMU ,BBAU,DU,JN U.	M C A

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

Items	No. of Students selected/ qualifying
NET	5
SET	0
SLET	0
GATE	2
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
State Government Services	5
Any Other	28

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

Activity	Level	Number of Participants
Annual Gmaes	College	112
Inter Faculty Cultural Event	College	148
Annual Academic Co – Curricular Competitions	College	452

### Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2018	NIL	National	0	0	0	0
2019	NIL	National	0	0	0	0
2018	NIL	International	0	0	0	0
2019	NIL	International	0	0	0	0

5.3.2 Activity of Student Council & representation of students on academic & administrative

bodies/committees of the institution (maximum 500 words)

The college has constituted a student council from amongst the meritorious students and the representatives of NSS, NCC, scout guide, and various games. It regularly is a representative body of the students meetings of the student council are regularly held to chalk-out the modalities for the development of sustainable academic environment. Whatever suggestions are recommended by the council in the meeting, they all have been tried to accomplish as such by the administrative authority of the college. The college has done the following on the recommendation of the student council:

- Drinking water system.
- Purchase of books.
- Development of ramps for physically handicapped.
- Establishment of the information centre.
- Student activity centre under process.
- Establishment of gymnasium.

#### **5.4 Alumni Engagement**

5.4.1 Whether the institution has registered Alumni Association? Yes

M L K P G College Balrampur popularly known as Oxford of Tarai region of Uttar Pradesh is famous for imparting quality education since beginning 1955. Balrampur is a place enriched with historical, political, cultural heritage and natural forest at Indo Nepal border. This college has become an icon by nurturing not only good students but also good citizens.

The Alumni Association of this college consisting bureaucrats, politicians, academicians and social workers has always been with this college like the hanging stilts of a Banyan tree, giving allaround support and providing refreshing nourishments.

Through rigorous hard work Alumni Association has become the central point of connection for all the people associated with this college and looks forward to continue it.

The Alumni Association of M L K P G College unites both the old and the young students. It bridges the gap between the new and the old, providing a mutually beneficial environment. It conducts an orchestra of unequal melodies and creates beautiful music out of them. It rejuvenates the very roots of the institution, ensuring a beautiful future, through interactions between the past and the present.

The Alumni Association regularly organises the meeting of members and encourages the students for educational and sociocultural development through outreach activities. It also provides study material and other helps to weaker students to continue their education. It also advises the college administration for betterment of institution and society.

5.4.2 No. Of enrolled Alumni: <b>98</b>
5.4.3 Alumni contribution during the year (in Rupees): <b>0</b>
5.4.4 Meetings/activities organized by Alumni Association: <b>02</b>
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>
<b>6.1 Institutional Vision and Leadership</b>
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 1500 words)
<p>The college provides a better opportunity for everyone involved in the decision-making process, the administrative structure of the college and the academic is in a way to make a decision through participative arrangement. Principal is the administrative and academic head followed by in-charge of the departments. The meetings of the departmental staffs are often held with principal and the recommendations are sent to the committee of management. On administrative ground the Principal is followed by the chief proctor. The college adheres to all those standards established by the government of Uttar Pradesh and UGC in academic and administrative aspects.</p> <p>The management authorities regularly undertake the review of working of the college in its Executive Council meeting and Working Committee meeting. The necessary guidance and directives are issued through these meetings. Periodical reviews are undertaken by the top management. The budget is prepared prior to the commencement of the academic year and is approved by the management. So, there is a good support from the management relating to the implementation of the objectives specially designed to attain quality teaching and learning aspects of the college. The concentration is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is attained by regular meetings of the principal with the staff member from time to time. The staff gets motivated and supported for all the activities from the management. The participation of students in sports, NSS, NCC, scout guide &amp; extracurricular activities is encouraged in order to attain all round development of students. The Science department has actively participated in project competitions. The Principal and the staff take due efforts to motivate the students in these participations. The PG students prepare projects and the faculty members of the departments assist and guide the students in undertaking the project work.</p> <p>The cultural committee promote students to actively participate in drama, debate &amp; oratory competitions outside the college in various competitions. Thus, the college works with aim of attaining the academic excellence through quality education and inculcating all possible soft skills in the personality of the students. The college plans for all such implementations through all its academic calendars and the regular feedback from the students and the staff members also. With the aim of providing best possible education within the given limitations the college works for attaining the academic excellence.</p> <p>Thus, the role of management is very positive and forward looking. The honorary secretary of the society is managerial head assisted by the honourable joint secretary. The society is empowered to explore the principal, teaching and non-teaching staff. On the college level principal is head of the institution. Principal of the college is followed by the in-charge of the department and teaching and non-teaching staff. Thus, the organizational setup both for academic and</p>

administrative has been in accordance with the statutes of Siddharth University and rules of Government of Uttar Pradesh.

Thus, the college runs on the basis of the rules and regulations laid down by concerned authorities. Recruitment and promotional policies are in accordance with the rules laid down by UGC and Government of Uttar Pradesh. Accordingly the university and government of Uttar Pradesh have designed definite procedures laid down by the university act and the Government of Uttar Pradesh.

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

Partial

## **6.2 Strategy Development and Deployment**

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

### **❖ Curriculum Development**

The curriculum is designed and developed by university keeping in mind the objectives and guidelines provide by U.G.C MHRD state government and the people. The college helps in curriculum design and development through board of studies, Academic council, sports council, NSS advisory bodies, Research Ordinance Committee. The faculty members are convenor and members in above committee through which college plays a major rule in curriculum development.

### **❖ Teaching and Learning**

Students are taught through lecture method, interactive method, smart classes, project-based learning, seminars, and symposia. Infrastructure related to above are presided in different departmental library and information centre of the college.

### **❖ Examination and Evaluation**

Periodical evaluation of students carried out by teachers regularly. The college conducts pre university examination of U.G and P.G. students.

The annual examination (theory and practical) is conducted by university. Teachers help in examination as paper setters, moderators, centre superintendents in other college where university needs their assistance. Faculty members evaluate the university examination answer books.

### **❖ Research and Development**

Since affiliation of college to Siddhartha University, Kapilvastu, Siddhartha Nagar, admission in Ph.D. course stopped. Thus, research work by research scholars discontinued. Individual research by teaching staff and dissertation by M.Sc. students is still continuing. Faculty members are doing their research and their papers are published in national & international journals.

### **❖ Library, ICT and Physical Infrastructure / Instrumentation**

Library is automated; all books are enlisted and available to students. Library is divided into 3



different sections. Reference Section for P.G, Ph.D. students & teachers, Reading Room for the students during college hours, Issue Section for books to be issued to students & staff. Library has a conference hall, NPTEL, & power point presentation facility.

❖ **Human Resource Management**

Teaching staff is appointed by U.P. Higher Education Commission, Allahabad and non-teaching staff is appointed by college management under observation of Govt. officials. Most of the teaching-staff posts are vacant due to improper functioning of the commission. To maintain the academic standard & quality, the college management appoints teachers for fulfilling the requirement. This staff is paid honorarium / salary from management. Self-finance members are appointed by a committee nominated by V.C of the University as per U.G.C norms.

❖ **Industry Interaction / Collaboration**

Local sugarcane and distillery modesty Balrampur, Chini Mills Ltd. provides opportunity to P.G students to various process of industrial production.

❖ **Admission of Students**

Admissions in all UG courses of arts, sciences, commerce, management. and computer science are based on merit. Admissions in P.G. science are based on entrance test but admissions in P. G. arts are based on merit. Admissions in B.Ed. are taken as per the U. P. government entrance examination. Admission process is transparent as it follows various norms provided by state government.

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

College campus is wi-fi through which all the departments are interconnected along with principal office. ICT Class facilities are available in most of the departments, library and auditorium.

❖ **Planning and Development**

The committee of management of the college makes strategies in consultation with various stakeholders of college to open new courses and to strengthening the functioning of teaching & non-teaching staff. Thus job-oriented course was strengthened i.e. increase in seats in B.C.A., opening of various new P.G. courses to promote higher education i.e. M. Com., M. A. (Education) & M. A. (English).

There is a planning to run CCC and O- Level Courses in computer education during 2019-20 session.

❖ **Administration**

Chief Proctor maintains the law and order within the college premises. The Chief Proctor with co-operation of principal & proctorial board maintains the discipline. There are faculty wise proctors who maintain the discipline. Principal is the responsible person to manage college administration. Students council assists the administration to solve the student related matters.

❖ **Finance and Accounts**

All the government grants are audited by the government auditors. The college has appointed a C.A. to maintain the financial discipline and accountancy.

❖ **Student Admission and Support**

Admissions are taken during the months of July & August on the basis of merit or entrance test.

Students support services regarding Games/ Cultural activity/NSS/NCC, etc are available to the

students. Schedule of extra-curricular activities is planned in the beginning of the session. All the participants were encouraged by a certificate of merit.

❖ **Examination**

College conducts a pre university examination to evaluate the standards of the students and to inform them about pattern of university examination. Annual theory & practical examinations are conducted by the university at the end of academic session.

**6.3 Faculty Empowerment Strategies**

**6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year (2018-19)**

Year	Name of teachers	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr.R.K.Pandey	National Seminar on Changing Paradigm of Higher Education in India: Issues and Challenges with Special Reference to Uttar Pradesh	M.L.K.(P.G.)College,Balrampur	3600
2019	Dr.R.K.Pandey	National Seminar on "Deen Dayal Upadhyay Ka Arth Chintan"	M.L.K.(P.G.)College,Balrampur	3320
2019	Dr. Shri Prakash Mishra	National Seminar on "Deen Dayal Upadhyay Ka Arth Chintan"	M.L.K.(P.G.)College,Balrampur	500
2019	Dr. Dinesh Kumar Maurya	National Seminar on "Deen Dayal Upadhyay Ka Arth Chintan"	M.L.K.(P.G.)College,Balrampur	500

**6.3.2 Number of professional development / administrative training programmes organized by the college for teaching and non-teaching staff during the year (2018-19)**

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Date	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018-19	ICT as a tool for the higher studies	NIL	16.09.2018	80	02
2018-19	NIL	Use of computer as a tool in higher educational institutions	23.09.2018	07	50

**6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme,**

Refresher Course, Short Term Course, Faculty Development Programmes during the year				
Title of the professional development programme	Number of teachers who attended	From Date	To Date	Duration
Refresher Course (Zoology Department)	02	03.02.2017	23.02.2017	
Refresher Course (Zoology Department)	02	07.11.2017	to 28.11.2017	
Refresher Course (Botany Department)	01	07.11.2017	28.11.2017	
Start Term Course (Education Department)	01	01.12.2016	07.12.2016	
Refresher Course (Education Department)	02	03.12.2017	23.02.2012	
Refresher Course (Mathematics Department)	01			
Short term Course/Workshop (Mathematics Department)	02			

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
21	46	0	67

6.3.5 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

**6.4 Financial Management and Resource Mobilization**

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

The financial management system of college is transparent. The college gets its accounts audited on regular basis. All the accounts of college are audited internally and externally by designated official(CA) and govt.

auditor's respectively. The college conducts its financial transaction through different bank account which are 54 in numbers. The internal financial control system of college is very effective. Most of the accounts of college are operated jointly by management and principal of the college. All the expenses are incurred with the prior approval of officials as and when required accordingly. The source documents of all the transaction incurred are maintained at chronological order. The books of account and other relevant books relating to financial matters are prepared by the efficient accounts staff of college at regular basis. Each and every department of college prepares its own financial budget for upcoming year to control the inflow and outflow of the fund.

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
NIL	NIL	NIL

6.4.2 Total corpus fund generated NIL

### 6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dr. S.C.Tripathi Principal K.D.C. Baharaich	Yes	HOD's
Administrative	Yes	Dr. S.C.Tripathi Principal K.D.C. Baharaich	Yes	Committee of Management

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

1. Parents supported for the college uniform in the PTA meeting.
2. Parents supported for contribution by the students in the PTA meeting.
3. Parents suggested holding of half yearly exam. in the PTA meeting.

6.5.3 Development programmes for support staff (at least three)

- Orientation programme
- Training programme
- Welfare schemes

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

Formation of IQAC  
Strengthening of smart classes  
Introduction of MA( English ,Sociology),M.Com.

### 6.5.5

- a. Submission of Data for AISHE portal : Yes
- b. Participation in NIRF : No
- c. ISO Certification : No

d. NBA or any other quality audit : No					
6.5.6 Number of Quality Initiatives undertaken during the year					
Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration from	Duration to	Number of participants
2018	1. "Women empowerment in present scenario"	22/12/2018	22/12/2018	23/12/2018	185
2019	2. "Local environment changes have global effects"	25/05/2019	25/05/2019	<b>26/05/2019</b>	214

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period to	Participants	
			Female	Male
Drama	04/09/2018	08/09/2018	28	37
Debate	09/10/2018	11/10/2018	35	45
Speech	06/11/2018	10/11/2018	28	30
Class Room Seminar in P.G Classes	04/12/2018	08/12/2018	40	48
Sports	05/02/2019	07/02/2019	39	56

#### 7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

Switch to CFL from LED

#### 7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Ramp/ Rails	Yes	05
Rest Rooms	Yes	01
Scribes for examination	Yes	01

#### 7.1.4 Inclusion and Situatedness

##### Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	05	03	02/10/2018	07	National Filaria Day	Awareness about Filaria	50

#### 7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Prospectus of the College	June, 2019	College prospectus provides authentic information regarding number of U.G. and P.G. programmes along with available seats, fee structure, hostel information, academic calendar, dress code and other relevant information of the college.
‘Arunabha’ College Magazine	April, 2019	College magazine (Arunabha) provides opportunity to students to express their views in different forms of presentations viz. poem, article and essay etc. which improves their thinking and writing skills. Editor of magazine guides and motivates the students for such activities.

#### 7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Organisation of Drama etc. with Social Themes, Contained in Cultural Programmes	04/09/2018	07/02/2019	386

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

1. No Smoking Zone.
2. Polythene Free Zone.
3. Massive Plantation of Green Plants.
4. Tobacco & Gutka Free Zone.

## 7.2 Best Practices

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

Promotion of research is very important aspect for the development of any country. Knowledge creation is as important as knowledge transfer in any higher educational institute. This could be achieved, only by enabling the researchers to focus on their core research Work. The College provides minimum support system and helps them to gain the necessary funding to obtain the required facilities. Another need is the promotion of quality teaching through ICT enabled, well furnished and airy lecture halls for UG and PG students. Departmental seminars and group discussions are regularly organized among students to develop understanding of the subject.

The College initiates teaching and research activities through the following strategies:

- To organize local/national/international seminars/conferences/workshops on the important themes.
- To hold regular class tests and preuniversity examinations.
- To publish quality research articles in UGC listed/peer reviewed journals of good repute/impact factor.
- To motivate the faculty to pursue their Ph.D. and further research work and to apply for the major/minor research

projects from various government agencies.

- To publish quality text and reference books..
- To establish linkages and collaborations with other institutions/industries and universities for research.
- To provide seed money and incentives to the teachers and research scholars for research activities.

The Practice:

The institution has a Research Advisory Committee and Academic Research Coordinator for promoting research culture among the teaching staff and students. Faculty members are encouraged to participate and present their research papers in National and International Conferences/Seminars/Workshops/Symposia for which the college provides duty leave and incentives. Faculty members are motivated to apply for research grants to different funding agencies. The College provides computing and internet facility to research scholars and teachers. It organizes Seminars/Conferences/Workshops on various research themes. The College provides Study Leave Facility for the teachers pursuing their Ph. D degree. It has prepared a code of ethics in research. The college has established linkages with Institutes/Industries for research and training etc.

Evidence of Success:

The College has research centers for Ph.D. in the following subjects Botany, Chemistry, Mathematics, Physics, Zoology, Geography, Hindi, Political Science, Sanskrit and Psychology. 18 faculty members are recognized research guides/supervisors in various subjects and 01 research scholar has been awarded Ph.D. degree in 2018-19. The College teachers have published 42 research papers/articles in the reputed peer reviewed journals notified by UGC, 86 research papers in conferences/workshops/symposiums, 74 proceedings.86 seminars have been attended. The College provides financial support to teachers for attending and presenting their research work in conferences/seminars/workshops. The College extends financial support to the faculty for attending Seminars/Conferences/Workshops etc.

### **Best Practice 2: Co curricular and outreach activities:**

Following objectives are laid by the college:

#### **(A)Environmental consciousness:**

- To endorse understanding of environmental issues amid students, staff and society.
- To attain quality of life among all the stakeholders.
- To achieve healthier sustainability of the campus.
- The campus is abode of rare, medicinal/herbal plants.
- Renewable energy source and solar streetlights are designed to work throughout the night.
- The college regularly organizes seminars, conferences and lectures by resource persons on environmental issues.
- Environmental awareness is also spread through rallies and posters throughout city and villages.
- The sign boards are displayed throughout for plastic free campus.
- Smoking and chewing tobacco is prohibited in the campus.
- LED bulbs are used in place of traditional bulbs to save electricity,
- Vermicompost units in the campus to create solid waste management and it is used in our garden to avoid chemical fertilizers.
- Environment friendly electrical vehicles and bicycles are promoted to save biodegradable fuel and have pollution free.
- Periodically, trees are planted that add greenery to the campus, moreover, trees are considered as lungs of this planet.
- Roof top rain water harvesting mechanism in college premises.

#### **(B) Sociocultural Activities:**

The social awareness programmes initiated by the College to spread awareness among people are:

- The institute encouraged students and the staff members to donate blood willingly. As a result, many people took this step forward and donated blood.
- To aware about literacy and cleanliness, certain programs like–Mission Indradhanush, Swachha Bharat Abhiyana was celebrated in which not only the students but teaching and nonteaching staff also took active part.
- The institute also aims at improving health by organizing and conducting certain health awareness programmes

among which we celebrate World Aids Day, World Malaria Day, World Health Day, World Diabetes Day, World Yoga Day etc.

- We also promote the spirit of equality among men and women by removing gender inequality and ideas that give rise to it. To accomplish this, our students perform certain Nukkad Natak and the institute also organizes several other programs at departmental as well as at College level.
- We also focus to enhance other skills of the students so that they may excel in other spheres of life too. We focus on making them learn stitching, sewing, painting, etc. In this way, the College tries to maintain and sustain the lively spirit.

Cultural activities are promoted among the students by organizing certain competitive programmes throughout the year such as:

- Mehndi Competition, Rangoli Competition, Art Competition, Speech Competition, Poetry Recitation, Quiz Competition and singing etc.
- Essay and Debate Competitions on burning topics in abundance. After proper evaluation the result is announced and accordingly, the winners are given certificates and medals on 26 January.
- The Founder's Week is also celebrated on a grand scale from January 1 to January 7 each year and the function culminates with the distribution of gold medals to the toppers of UG and PG students.

Sports: The College has a well established gymnasium and playground for indoor and outdoor games for the students. Sports activities are organized throughout the session that ends with annual celebration. Winners of annual games are awarded with certificates, medals, and kits. The students also participate in intercollegiate and Interuniversity competitions also.

### **7.3 Institutional Distinctiveness**

The College gives prime importance to quality education by adopting quality measures. One of the ways to ensure quality is to evaluate the performance of the college through self-assessment and volunteer itself for assessment by the external panel of peer committee. So the academic and administrative audit of the college is carried out at the end of every academic year to evaluate the performance of the college in academic and administrative practices.

The academic and administrative audit is carried out by panel of the peers at the end of every academic year. The panel consists of (1) the Senior Principal, (2) three senior teachers from the arts, commerce and science faculties, and (3) one senior member from the administrative staff. All the members of the panel are from other colleges. The audit is carried out as per the format prepared by the panel taking into consideration the guidelines of the NAAC for accreditation of the institutions. The panel visits the college on the scheduled date as per the programme prepared well in advance. The panel interacts with the principal, faculties and the administrative staff, besides visit the departments and support services. The panel verifies the documentary evidences available for validation. The panel also observes seriously whether the suggestions made by the previous panel have been rectified properly. The panel submits detailed report to the principal in the Exit Meeting based on SWOC analysis.



## 8. Future Plans of action for next academic year (500 words)

### 1-Academic and co-Curricular Plan-

- To facilitate the students and the staff members with automated library along with e-library so that they may have easy access to internet and web sources.
- To enrich the library by adding to its repository the books prescribed in the syllabus of Siddharth University for UG and PG courses.
- To make smart classes which help and make teaching and learning process interesting in various departments such as: Arts, Commerce and B. Ed.
- Organisation of job oriented programmes, career counselling and placement meetings with various companies and agencies to increase the number of placements.
- Introduction of new courses in the department of Arts and Commerce to maintain the variety and novelty as student progression.
- Introduction of various Short Term Value Added Course and Certificate Courses in relevant fields.
- Construction of new class rooms to accommodate new programmes.
- To provide sanitary napkins to the girl students of the college so that they may stay hygienic.
- To install more CCTV cameras not only in the classrooms but also in the corridors to ensure the safety and security of the students.
- Organization of National/International/Local/State seminars and conferences to promote and inspire the students towards education.
- Implementation of Learning Management System.
- Organisation of Intercollegiate sports tournament and All India Hockey Tournament.
- Conducting internal assessment tests to identify slow and advanced learners
- Conducting Remedial Classes for slow learners and counseling classes for advanced learners.
- Introduction of mentoring schemes for academic and personal aspect.

### 2-Environmental awareness-

- To have a widespread environmental awareness through:
  - a. The installation of solar panels which will serve as an alternative source of energy for saving electricity.
  - b. Increasing the ratio of oxygen by planting more and more green plants in the premises of the college.
  - c. Providing separate dustbins for different categories of wastes at various places for maintaining cleanliness.
- To promote field visits, library visits, laboratory visits, etc. among the students so that they may learn through enjoyment.
- Organization of lectures, such as: Career Counseling Lectures, Guest Lectures, Seminars, Workshops, Sports and other cultural events.

### 3-Institutional Social Responsibilities (ISR)

- Conducting outreach activities on Swakshta Awareness, Voters awareness ,health awareness and social development through NSS, NCC, Scout Guide and various departments of the college on prominent social issues in some rural and urban areas of the city.

Name \_\_\_\_\_

Name \_\_\_\_\_

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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**Abbreviations:**

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

**The Director**

**National Assessment and Accreditation Council (NAAC)**

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