



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	MIHIR BHOJ P. G. COLLEGE
Name of the head of the Institution	Dr. Rajendra Singh
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01202662651
Mobile no.	8851589851
Registered Email	mbpgnaac@gmail.com
Alternate Email	mbciqac@gmail.com
Address	Mihir Bhoj P. G. College, District-GautamBuddha Nagar
City/Town	Dadri
State/UT	Uttar pradesh
Pincode	203207

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>Self financed and grant-in-aid</b>
Name of the IQAC co-ordinator/Director	<b>Dr Priyanka Yadav</b>
Phone no/Alternate Phone no.	<b>01202662651</b>
Mobile no.	<b>9999448639</b>
Registered Email	<b>mbciqac@gmail.com</b>
Alternate Email	<b>mbpgnaac@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://mihirbhojpgcollege.edu.in/AOAR">http://mihirbhojpgcollege.edu.in/AOAR</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.mihirbhojpgcollege.edu.in/pdf-file/calendar%202016%202017.pdf">http://www.mihirbhojpgcollege.edu.in/pdf-file/calendar 2016 2017.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>C</b>	<b>1.72</b>	<b>2014</b>	<b>10-Dec-2014</b>	<b>09-Dec-2019</b>

<b>6. Date of Establishment of IQAC</b>	<b>25-Jul-2013</b>
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<b>7. Internal Quality Assurance System</b>
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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
<b>IQAC meeting for</b>	<b>22-Jul-2016</b>	<b>20</b>

admission process	1	
IQAC meeting Research and academic enhancement	12-Sep-2016 1	17
Promotion of co-curricular activities	01-Dec-2016 1	15
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2017 00	0
No Files Uploaded !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

Motivated faculty members to attend Orientation and refresher courses.

Collected the feedback of teachers from students.

Encouraged departments to conduct seminars and guest lectures.

Restricted entry of vehicles inside the campus and promoting practices leading to minimal use of plastic.

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

Plan of Action	Achievements/Outcomes
Timely collection of feedback from students	At the end of the session, feedback was collected from students. The record of feedback is kept with the IQAC.
To promote research activities	Faculty members actively participated/ presented papers in seminars/ conferences, Faculty Development Programmes/ Workshops etc. Some of them also wrote research papers in national/ international journals and some got their books published.
Upgradation and maintenance of laboratories	Departmental labs were upgraded as per the requirements of the respective department.
Strict direction to be given to the teachers for timely assessment of the students.	Departmental calendars were prepared and due weight age was given to various activities like class tests, MCQs, co-curricular activities etc. Timely internal assessment of the students was done and weaker students were identified & remedial classes were also held by the departments for such students.
Ensure easy and effective delivery of lectures.	Most of the teachers delivered bilingual lectures and notes were given to the students.
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<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2017
Date of Submission	15-Feb-2017
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The College does not have a full fledged Management Information System

(MIS). However, we are using MIS partially for the coordination, control, and visualization of information. These include the following modules: 1. Finance and Accounts: The college makes best use of ICT in financial accounting. Salary of staff is prepared using Excel to minimize mistakes and wastage of papers. The salary of the permanent staff is credited to their respective accounts online. 2. Administration: The college circulates all notices related to college through its facebook page. The college also communicates with affiliating university and with regional higher education officer/ Directorate through mails. College uses CCTVs for monitoring to ensure safe environment in college.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The college is affiliated to C. C. S. University, Meerut. Therefore, all the programmes run by the college follow the syllabus prescribed by the C. C. S. University. At the beginning of the academic session, an academic calendar is prepared for the college in concurrence with the university academic calendar and departmental academic calendars. The time table committee headed by the Principal and senior faculty members frame a detailed time table for academic and co-curricular purposes. Emphasis is given on interactive teaching wherein students' active participation is encouraged through quizzes, cross-questioning, group discussion etc. The college also has a physical library with approximate 32500 books. Faculty members are encouraged to upgrade and embrace the new teaching tools (ICT). For the very purpose, the institute has four classrooms equipped with LCD projectors, one smart room and a Wi-Fi enabled computer lab which is used by most of the faculty members. Faculty members are encouraged and leaves are sanctioned periodically for attending various seminars, workshops, refresher and orientation courses. All this makes our faculty aware of various advancements in subjects and teaching methodologies. Timely meetings with faculty and technical staff makes the academic plan clear and consistent, so that people know what is expected of them, and what resources are available to support them in their work. Feedback collected by IQAC from students is yet another very powerful tool in assessing the progress and areas where improvement is needed.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
nil	nil	Nil	00	00	00

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

**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
nil	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	94
MA	Geography	22
<a href="#">View File</a>		

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>The college takes feedback at the end of the session from the students enrolled in the college. The feedback forms are collected from the students for overall development of the college. Students' feedback is rated on 5 point scale from 1 to 5. There are eighteen close-ended questions and a suggestion box in the feedback questionnaire. Most of the students were satisfied with the syllabus covered and the teaching style of the teachers. Students also find that teachers are fair in assessing their capabilities and knowledge through different classroom activities. Students are satisfied with the illustrations of teachers for explaining concepts through examples and applications. Most of the students were also fully satisfied with the teachers identification of</p>

student's strengths and weaknesses. The students' feedback also shows that they also agree that the institution makes effort to engage them in the monitoring, review and continuous quality improvement of the teaching learning process. Some students demanded field visits for better understanding of the practical aspects of the subject. Some of the suggestions given by the students were: Better facilities of electricity, drinking water and cleaner washrooms. Keeping in mind the feedback, process for implementing the suggestions was initiated.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NA	237	Nil	237
BSc	Biology Group	120	Nil	141
BSc	Maths Group	120	Nil	149
BCom	Commerce	80	Nil	85
MA	Hindi	60	Nil	18
MA	Geography	30	Nil	17
MSc	Chemistry	30	Nil	30
MSc	Mathematics	60	Nil	60

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1550	233	14	8	Nil

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	16	11	4	1	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

With the primary objective of enabling constructive and positive interaction, guidance, and mentorship of students, the teachers perform the role of mentors. It is a particular form of relationship designed to provide personal and professional support to an individual. The mentor is more experienced than the mentee and makes use of that experience in a facilitative way to support the development of the mentee. In our college, the faculty members facilitate students who face crossroads at every other turn of their life. The teachers help students in

improving their insight into various aspects of life, assist them in building self-confidence, and setting career goals. Our college has been catering to the needs of the all-round development of the students and taking care of their academic and stress-related issues from the very beginning. The mentors are responsible for the general and specific well-being of the allotted students. They assist students who encounter unexpected difficulties during their span of study. The teachers are actively engaged in guiding and counseling students to be physically and mentally fit and to develop awareness about their well being. They make their mentees aware of various career goals by giving information regarding several courses and available vacancies in several fields. Mentoring helps in increasing academic performance and decreases unexcused absences and tardiness and it also improves relationships with parents and decreases the dropout rate. Mentors provide students with important information about college preparatory courses, financial aid, and the college admissions process. Whether students enter college with a clear career path in mind, or they are intent on weighing their options, mentors help them discover and develop their interests and innermost passions. They keep students' best interests, abilities, skills, and talents in mind, giving them the influence and guidance they need to reach their highest potential. Mentoring is a valuable strategy to provide students with the emotional and instrumental support they need to achieve the goal of a college degree. Beyond the classroom and lab, mentors assist students in career and life choices. Transitional times are most difficult for individuals who don't have a clear understanding of the environment or situation they're transitioning to. By providing information, guidance, and encouragement, mentors play an important role in nurturing students' college aspirations. In addition, mentoring for students in college helps them to feel more connected and engaged on campus, which can ultimately improve student outcomes. Along with introducing students to professionals and opportunities in their chosen field, mentors acquaint students with new resources and organizations. The most valuable aspect of mentorship is that each partnership is unique based on a student's individual circumstances, chosen field of study, and career goals.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1783	22	1 : 81

## 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
34	22	12	Nil	13

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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## 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
BA	A	Yearly	05/06/2017	08/08/2017
BSc	B	Yearly	05/06/2017	08/08/2017
BCom	C	Yearly	05/06/2017	10/08/2017
MA	G	Semester	09/06/2017	16/08/2017
MSc	H	Semester	09/06/2017	16/08/2017



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

Assessment of performance is an integral part of the teaching-learning process of the college. In the beginning of every academic session, an orientation program is conducted which gives an insight of the entire course curriculum, question paper pattern etc. Students can approach their respective subject teachers regarding any query related to the course curriculum. Tests and Assessments are conducted periodically and remedial classes are also conducted for slow learners to clear their doubts and make them competent enough to clear their exams and enhance their knowledge. Students are given assignments and projects to enhance their performance on various aspects of the curriculum like understanding of subject matter, honing their writing skills and sharing of their thoughts amongst each other.

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

Generally academic session starts from July month and ends in June month. As this is a government aided college and affiliated to Chaudhary Charan Singh University, Meerut, so before finalizing the academic calendar of the college, the committee which makes the academic calendar goes through university academic calendar. Once the academic calendar of the college is finalized, individual departments also prepare their calendar in which course plan and co-curricular activities are dearly described. The college academic calendar includes all the important activities like orientation programs, commencement of classes, celebration of important days, examination schedules etc. The college runs U.G. and P.G. courses. U.G. courses are on annual basis and their exams dates are declared by the university. Tentative dates are marked in the academic calendar. The P.G. courses are divided in two semesters in each year. The exam dates given in the calendar may differ slightly because both internal and external exams for P.G. departments are conducted as per the directions issued by the University. In such cases students are informed by notices pasted on notice board, college Facebook page and through teachers. The academic calendar is prepared in such a way, that all the departments get a chance to participate and organize an event in the academic year. The head of the institution monitors the academic calendar closely so that all the activities and exams are completed in time and as per the calendar.

## 2.6 – Student Performance and Learning Outcomes

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

<http://mihirbhojpgcollege.edu.in/programoutcomes/>

### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
H	MSc	Mathematics	56	56	100
H	MSc	Chemistry	26	26	100
G	MA	Geography	23	23	100
G	MA	Hindi	3	3	100

A	BA	NA	246	227	92.27
B	BSc	NA	161	159	98.75
C	BCom	NA	37	37	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

[http://www.mihirbhojipgcollege.edu.in/pdf-file/feedback\\_2016\\_2017.pdf](http://www.mihirbhojipgcollege.edu.in/pdf-file/feedback_2016_2017.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	nil	0	0
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### 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
nil	nil	

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

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

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

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

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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Nil	nil	Nil	00
No file uploaded.			

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

Department	Number of Publication
nil	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	Nil	Nil	Nil	nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	1	Nil	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
nil	nil	Nil	Nil
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	nil	nil	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NCC	40 UP BN	CATC	Nil	12
NCC	40 UP BN	Outdoor Camp	1	25
	NSS	One Day Special session on Yoga and Naturopathy	4	70
	NSS	Nukkad natak on De-addiction	3	60
	NSS	Nukkad natak on Beti Bachao Beti Padhao	2	65
<a href="#">View File</a>				

### 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	00	nil	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	Nil	Nil	nil
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nil	nil	Nil
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
250000	193107

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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Campus Area	Existing
Class rooms	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
No file uploaded.	

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
nil	Nil	nil	2021

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	31908	443405	114	134070	32022	577475
Reference Books	250	24000	Nil	Nil	250	24000
CD & Video	50	Nil	20	Nil	70	Nil
Others (specify)	1900	37700	100	2093	2000	39793
<a href="#">View File</a>						

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
No file uploaded.			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	28	1	1	0	0	1	17	10	0
Added	0	0	0	0	0	0	0	0	0
Total	28	1	1	0	0	1	17	10	0

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

10 MBPS/ GBPS
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#### 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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50000	0	50000	32200

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

The college has a standard established system and well defined procedures for the maintenance and utilization of physical and academic support facilities. The colleges policy is to ensure proper upkeep of various infrastructural and other facilities for their optimum utilization and effective college functioning. Various committees have been constituted at the college level by the head of the institution for the very purpose. However, it is the college development and budget committee that looks after the overall planning and development of the college. Annual physical stock verification of all office equipment, furniture, computers, laboratory equipment and library is conducted by these committees. Besides, every department has its own stock register where-in the record of equipment available in the laboratory and physical assets owned by the department are maintained. The annual budget for purchasing new and maintaining the existing physical and academic facilities is sanctioned and released by the college development and budget committee. Majority of maintenance expenditure is incurred from the college fee. The college has a generator to provide full power backup to the whole campus. Minor maintenance of electricity falls, furniture items, metal fixtures and other physical support facilities is carried out by the approval of concerned committee of maintenance. The college has hired electricians, plumbers, etc. on daily wages to upkeep proper maintenance of the college. Besides, the college has also hired temporary staff on contract basis for maintaining cleanliness of the college. The housekeeping of the classrooms, laboratories, library and the institute as a whole is taken care of by the contractual staff. The maintenance of departmental laboratories and library is taken care of by their respective department incharges. The maintenance of college library is looked after by the librarian. The college has a large ground for sports and cultural activities to provide students with various sports facilities like Football, Kho Kho, Kabaddi, Volleyball, Chess, Carrom board etc. The college also has a functional gymnasium. Maintenance of these sports facilities is upon physical education and sports department. The college has a dedicated team which takes care of all the latest news and updates to be uploaded on the college website and facebook page of the college. Antivirus softwares have been installed on all the computers in the college used for both academic and official purposes. These are updated and renewed regularly. The security and safety of the college premises is ensured by installing security cameras (CCTVs) at crucial places. Security guards are appointed by the management to look after the college 24x7. During examinations and other occasions police personnel are approached as per University guidelines.

<http://mihirbhojpcollege.edu.in/proceduresandpolicies>

**CRITERION V – STUDENT SUPPORT AND PROGRESSION****5.1 – Student Support**

## 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	nil	0	0
Financial Support from Other Sources			
a) National	data not available	Nil	0
b) International	nil	Nil	0
No file uploaded.			

## 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
nil	Nil	Nil	nil
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

**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	Nil	Nil	nil	Nil	Nil
No file uploaded.					

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

Year	Number of students	Programme graduated from	Department graduated from	Name of institution joined	Name of programme
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	enrolling into higher education				admitted to
2016	11	B.A.	Arts	Mihir Bhoj P. G. College Dadri	M.A. Geography
2016	3	B.A.	Arts	Mihir Bhoj P. G. College Dadri	M. A. Hindi
2016	13	BSc	Science	Mihir Bhoj P. G. College Dadri	M.Sc. Chemistry
2016	20	BSc	Science	Mihir Bhoj P. G. College Dadri	M.Sc. Mathematics
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Inter Collegiate Volleyball competition	University level	72
Sports Day	College level	300
Cultural activities	College level	150
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	nil	Nil	Nil	Nil	00	nil
No file uploaded.						

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

The institute has a vibrant student council consisting of a president, vice president, secretary, cultural secretary and treasurer. The student council is elected for a year. The student council aspires to empower students by raising their concerns and voicing their issues. The members of student council not only help in coordinating and conducting various academic, social, cultural and co-curricular activities, but also motivate other students to participate in



them. They act as a medium of communication between the college administration and students. Besides, the college provides ample scope for students' representation in its various academic and administrative committees. For instance, the IQAC committee has one student and the sports committee, cultural committee and college magazine committee have two students each as their members.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

55

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The college practices decentralization and participative management to attain organizational harmony and to elevate the counter-productivity of rigid hierarchical system. The college prefers flexible hierarchical arrangement in administrative and academic management, which is democratic, decentralized and participatory. In this sequence, various administrative and academic committees are formed at the college level by the head of the institution and all the faculty members of the college are assigned roles in these committees as per their knack and capabilities. In the academic year 2016-17, various committees have been constituted for efficient and effective management of the college. These committees meet regularly to oversee various functions of the institution. In these meetings, the shortfalls of the administrative and academic structures of the college are discussed. The college, thus, streamlines its functioning through committee system. The college also encourages students representation by inducting some of its brilliant and active students in various college committees. Besides, students are also involved informally by different faculty members in routine college activities. This combination of formal and informal decentralization not only decentralizes the system and makes management participatory, but it also brings transparency in the functioning of the system and a sense of belonging to the institution and its responsibilities.

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):

Strategy Type	Details
Admission of Students	The college is affiliated to C. C. S.

University, Meerut and follows the guidelines and norms of the University in the admission process. Online application forms are filled by the eligible students for admission in the college. On the basis of online registration, the University declares a merit list and sends it to the college. The college admission committee, then, examines student's provisional offer letters. Attached documents are also cross checked and verified with the original documents. Students are offered subject combinations on the basis of their own preference and on the number of seats available in a particular subject. The entire process is transparent enough.

**Research and Development**

The college is not a research centre. However, students of PG department of Geography have a paper on dissertation in their curriculum which prepares them for further research in their area of interest. The college also organizes talks, seminars and conferences etc. from time to time. The college also encourages its faculty members to attend refresher courses, national and international seminars and conferences. The teachers are also motivated to publish their research papers in journals and are encouraged to apply for minor and major research projects sponsored by UGC and other government agencies.

**Examination and Evaluation**

Along with the university annual and semester exams for the undergraduate and postgraduate programmes respectively, every department holds class tests, quizzes etc according to their own schedule. Internal exams for the PG students are also conducted in each semester as per University directions. Continuous evaluation by these methods helps the students to know their weaknesses and drawbacks. On the basis of their performance, the teachers help the students through remedial classes. Apart from this, faculty wise orientation programme is conducted at the beginning of the session in which the students are informed about the paper pattern and marking scheme. Students are also given time to time guidance to attempt previous year question papers.

**Curriculum Development**

The college is affiliated to C. C. S.

University, Meerut and follows the curriculum prescribed by the University. Thus, the college has no direct role in the curriculum development. However, the teachers are encouraged to include latest developments related to a topic in their classroom teaching. In dynamic subjects, this fills the vacuum between traditional and static part of the subject and latest knowledge in that area. In addition, some senior faculty members of the college have also been members and conveners of the University's Board of Studies and have contributed in the curriculum development.

Teaching and Learning

The primary role of a teacher is to disseminate the knowledge in a way that the students can understand easily. Keeping this in mind, the college encourages the faculty members to use innovative methods of teaching and make use of the available ICT tools. For this very purpose the college has 1 smart room, 4 LCD projectors and a wifi enabled campus. The IQAC in its meetings motivates teachers to attend various courses on teaching pedagogy offered by different institutions. Students are also encouraged to get themselves acquainted with the usage of ICT tools. A computer lab comes handy for this very purpose.

Library, ICT and Physical Infrastructure / Instrumentation

The automation of the library is the topmost priority of the college. The process for library infrastructural augmentation has already been initiated. There's a rich book bank in which students, teachers and all others are encouraged to donate books. The college also promotes this book bank during various events. Time to time upgradation of computers is done. Software licenses are renewed as per the requirement.

Human Resource Management

On the basis of nature of job, the college staff can be divided into 2 categories- Teaching Staff and Non Teaching Staff. The teaching staff can further be classified into Permanent teachers, Approved teachers and tutors (appointed only on requirement basis for a limited time). Similarly, non teaching staff can be classified into permanent and temporary employees. The college has different committees in

which responsibilities are assigned on seniority basis, however, due weightage is given to member's area of expertise. No undue hindrances are created in career progression. Temporary members of non teaching staff are given out of turn promotion as an incentive, if they further enhance their knowledge and expertise or acquire higher educational qualification. There's a grievance redressal cell in which anyone can share his/ her grievance, in case s/he has one.

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

E-governance area	Details
Administration	The college circulates all notices related to college through its facebook page. The college also communicates with affiliating university and with regional higher education officer/ Directorate through mails. College uses CCTVs for monitoring to ensure safe environment in college.
Finance and Accounts	The college makes best use of ICT in financial accounting. Salary of staff is prepared using Excel to minimize mistakes and wastage of papers. The salary of the permanent staff is credited to their respective accounts online.
Student Admission and Support	Online application forms are filled by the eligible students for admission in the college. On the basis of online registration forms, the University declares a merit list and sends it to the college. The college admission committee, then, examines student's provisional offer letters. Attached document are also cross checked and verified with the original documents. Students are offered subject combinations on the basis of their own preference and on the number of seats available in a particular subject. The data of admitted students is uploaded on the university website everyday.
Examination	All the work related to operation of exams is done online. Students fill their examination forms on University website and submit it to the college. College confirms students candidature for the examination through login id provided by university. College confirms students through login id provided by university. The college

uploads number of absentees and other details of each and every shift of the exam to the e-mail ID number provided by the university. CCTVs are used for monitoring students.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	nil	nil	nil	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	nil	nil	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
nil	Nill	Nill	Nill	00
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teachers Association	Non Teaching Welfare Association	As per Department of Social Welfare, Government of Uttar Pradesh

### 6.4 – Financial Management and Resource Mobilization

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

College has a full time accountant who maintains the college accounts. The

Internal Audit is conducted by a senior member nominated by the Gurjar Vidya Sabha (Parental body). Internal audit includes: Regular Accounts Audit and clearance of Annual Financial Statements. External audit is done by the Government of Uttar Pradesh.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
nil	0	nil
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6.4.3 – Total corpus fund generated

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## 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	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

There is no tradition of Parent-Teacher association in our college. Contact details of the faculty members are available with the students and parents are free to contact teachers, if needed. 2. Parents are also summoned if their wards are found engaging in anti-social activities or some disruptive behavior if they have a shortage of attendance or are not performing well in the classroom activities. 3. Parents are also invited to college programs like cultural day and annual games celebration.

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

Temporary employees of non-teaching staff are given out of turn promotion as an incentive if they further enhance their knowledge and expertise or acquire higher educational qualifications. 2. The wards of the support staff also get concessions in their fees from the Principal and management committee 3. Teaching staff liberally lends study materials to non-teaching staff and their wards.

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

1. For the safety and security of students the whole campus of the college is under the surveillance of CCTV cameras. 2. Bulbs in classrooms were replaced by CFLs to conserve energy. 3. Gymnasium has been relocated.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2016	Meeting regarding admissions in college	22/07/2016	22/07/2016	22/07/2016	20
2016	Research and academic enhancement	12/09/2016	12/09/2016	12/09/2016	17
2016	Promotion of co-curricular activities	01/12/2016	01/12/2016	01/12/2016	15
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nukkad natak on Beti Bachao Beti Padhao	02/02/2017	02/02/2017	80	50
Nukkad natak on De-addiction	04/02/2017	04/02/2017	150	50
One Day Special session on Yoga and Naturopathy	05/02/2017	05/02/2017	120	80

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

Percentage of power requirement of the University met by the renewable energy sources
1. Minimal use of plastics 2. Plantation Drive 3. Restricted entry of vehicles inside the campus

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nil	Nil	Nil	Nil	00	nil	nil	Nil

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
nil	Nil	nil

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

Activity	Duration From	Duration To	Number of participants
National Voters Day	25/01/2017	25/01/2017	135
Gandhi Jayanti	02/10/2016	02/10/2016	30
Plantation on Republic Day	26/01/2017	26/01/2017	60
<a href="#">View File</a>			

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

1. Rainwater harvesting
2. Minimal use of plastics
3. Plantation drives
4. Restricted entry of vehicles inside the campus
5. Making students aware of solid waste management

## 7.2 – Best Practices

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

**BEST PRACTICE 1.**

1. Title of the Best Practice: Social inclusion in education
2. The Context: Social inclusion in education refers to taking special initiatives to support the students coming from the weaker and underprivileged sections of the society. Most of the students taking admission in our college belong to these sections of the society.
3. Objectives of the Practice:
  - To ensure equal opportunities and resources are available to students coming from different socio-economic backgrounds.
  - To provide quality education to all the students with greater emphasis on the students belonging to weaker sections of society.
  - To empower students from the marginalised sections of the society by putting extra efforts in building their confidence and personality.
4. The Practice: Students irrespective of their socio-economic background are granted admission to Mihir Bhoj P. G. College. Special efforts are also made by various college committees such as Internal Quality Assurance Cell to ensure that all students have a quality student life. Scholarships are also made available to all deserving students.
5. Advantages:
  - Students from underprivileged sections of the society are able to gain knowledge, skills and a proactive attitude to be on par with their peers from privileged backgrounds.
  - Enhancement of the confidence levels and communication skills among these students
6. Challenges: The Inability of the individual students to adjust with the general student crowd, eventually leading to loss of confidence and de-motivation in participating in various college activities.
7. Evidence of Success A great number of students from underprivileged backgrounds successfully completed their degree from our college with zero dropouts.
8. Resources Required
  - Financial support and scholarships.
  - A solid system of support to ensure that students are adjusting well to the new atmosphere.

**BEST PRACTICE 2.**

1. Title of the Best Practice: Community Service
2. The Context: The college demonstrates a balance in academic and life training programmes and provides opportunities to its students to strengthen their bond with the society. It aims at not just imparting quality education to the students but also aims at their overall personality development by encouraging them to contribute voluntarily towards the betterment of the society and environment through various community services.
3. Objectives of the Practice:
  - To develop a sense of responsibility and accountability in the students towards their society and community.
  - To train the students in community building.
  - To develop leadership qualities.



To strengthen managerial skills. 4. The Practice: The college has a very dynamic unit of NSS volunteers that has been active in organising various programmes in sensitizing local masses towards crucial issues of social relevance such as health, hygiene and education, women empowerment, environment and sustainability, etc. Some of the community service programmes organised by the NSS unit during 2016-17 are as follows: - 1) Plantation drive in and around the college campus 2) Cleanliness drive 3) Nukkad natak on Beti Bachao Beti Padhao 4) Nukkad natak on De-addiction 5) One Day Special session on Yoga and Naturopathy Thus, both students and teachers have been actively involved in these community services thereby developing social bonding with the locals of the region. 5. Advantages: • Creates an atmosphere of mutual respect and caring within the college campus. • Builds a sense of responsibility among the students • Inculcates team spirit and leadership traits in students 6. Challenging issues: Motivating students to voluntarily contribute in community services. 7. Evidence of Success: • Awareness programmes organised by the college students are reported in newspapers. • Students join NGOs, VOs to work for society because of exposure and learning they receive on these outreach programs. 8. Resources Required: • Faculty trained in Social Work and Service so as to ensure productive activities are organised. • Orientation programmes to educate students to carry out their duties and responsibilities.

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

[http://www.mihirbhojjpgcollege.edu.in/pdf-file/best\\_practics\\_2016\\_2017.pdf](http://www.mihirbhojjpgcollege.edu.in/pdf-file/best_practics_2016_2017.pdf)

### 7.3 – Institutional Distinctiveness

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

Mihir Bhoj College, Dadri was established in 1968 with Science department in Maths ,Chemistry and Physics subjects and got affiliated to CCS university. It was further enlarged with Zoology and Botany subjects in 1970 and English, History, Hindi, Economics and Political Science in 1979, Geography in 1985 and Physical Education in 2011. Presently Hindi, Mathematics, Chemistry, and Geography subjects are taught at Post graduate level as well. The college is spread in about 24000 square meters in green and peaceful atmosphere making it a right place for students. The college has been established as a co educational institution with a clear vision to establish ourselves as a leading college providing higher education of higher standard with integrity, consistency and due diligence. To achieve our vision, our mission is to prepare the future generation with academic excellence and practical skill sets needed to face global challenges and lead the country into the world of the future. So to make our students academically excellent, we are providing quality education with practical skills, making them capable enough to face global challenges. We strive to decrease the gender gap and provide equal opportunities to all.

Provide the weblink of the institution

<http://www.mihirbhojjpgcollege.edu.in/institutionaldistinctiveness/>

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

In order to accommodate the increasing strength of students, the college is in need of more classrooms. The college also has plans for renovating the college gymnasium and library building. To ensure the security and safety of the campus, the installed CCTV cameras are to be upgraded to Audio- Visual (AV) enabled CCTVs as soon as possible. In order to improve the student- teacher ratio, the college has decided to send a request to the Directorate of Higher Education for filling up the vacant teaching positions.

