



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution

ANAND VIHAR COLLEGE FOR WOMEN

Name of the head of the Institution

Dr. (Mrs.) Madhu Mishra

Designation

Principal

Does the Institution function from own campus

Yes

Phone no/Alternate Phone no.

07552765294

Mobile no.

9425605834

Registered Email

iqacavcw@gmail.com

Alternate Email

anand.vihar@yahoo.co.in

Address

Link Road No.-1,74, Bungalows, Tulsi Nagar

City/Town

Bhopal

State/UT

Madhya Pradesh

Pincode

462003

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	private
Name of the IQAC co-ordinator/Director	Dr. (Mrs.) Sandhya Gupta
Phone no/Alternate Phone no.	07552761133
Mobile no.	9993610399
Registered Email	iqacavcw@gmail.com
Alternate Email	anand.vihar@yahoo.co.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://anandviharcollege.edu.in/iqac/aqar17-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.anandviharcollege.edu.in/accadcal.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.59	2016	02-Dec-2016	01-Dec-2021

6. Date of Establishment of IQAC

08-Nov-2013

7. Internal Quality Assurance System

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
No Data Entered/Not Applicable!!!		
View File		

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	2019 NIL	0

No Files Uploaded !!!

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

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

[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)

No Data Entered/Not Applicable!!!

[View File](#)

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	Achivements/Outcomes
No Data Entered/Not Applicable!!!	

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	13-Nov-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

2019

Date of Submission

14-Feb-2019

17. Does the Institution have Management Information System ?

No

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

Anand Vihar College For women is very peculiar for smooth conduction of effective teaching learning process. The college has imparted number of measures for effective delivery of curriculum. i) Every academic session incepts with proper planning and enthusiasm. All the staff members have meeting with the principal to chalk out academic and co-curricular activities in nut shell. Generally every paper in

Education department is shared by two faculty members so in case of absentia of any one of them teaching learning process will not be affected. Number of classes for each topic is allotted according to the syllabus prescribed by the university. ii.) Departments conduct internal meetings to prepare the time table , planning of departmental activities and division of syllabus on the basics of the University guidelines. Weekly division of the syllabi is displayed on the notice board. iii). Regular classes are conducted according to the time table. In case of teachers on leave substitution classes are arranged. Substitution register is maintained in every department. iv). The college has well maintained and updated central library with open access system. Even departments also have departmental libraries with good collection of textual and general books. v) A good number of Journals (Education, Commerce and Arts) are subscribed by the college. Inflibnet (e-books and e-journals) facility is also provided for teachers, the students and Alumni members. vi) All the innovative teaching methods are incorporated in regular classroom teaching of the college. In department of education appropriate use of teaching aids and micro teaching are clubbed in regular mode of teaching. Group discussions, classroom presentation through powerpoint and expert lectures are inseparable part of the teaching learning system of the college. vii) The college has well equipped curriculum laboratory with number of teaching aids, working and non working modals of different subjects. It incorporates effective teaching learning in classrooms. Need based Internship, Project work, survey programmes, field works and educational excursions are organised by the departments to cater needs of the curriculum. The college conducts internal assessment and evaluation, regular class test and surprise tests for delivery of effective evaluation system. Mock viva-voce is also conducted in college to prepare students for external examinations. Remedial and extra remedial classes are also conducted as per the requirement and demand of students. The principal of the college keeps a vigilant eye on the smooth functioning of regular class room activities and performance of the students in internal assessments. our students used to score high percentage in university examination to shine the college in educational arena of the city. Generally we have 100% result in every class still we analyse the result every year in staff meeting with principal and new strategies are framed for more improvement . Our management also takes pains to motivate the students on the path of success and they encourage them by giving cash prizes and trophies along with the certificates of excellence in academics and co curricular activities on the occasion of Annual function.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
PMG DISHA	-	06/05/2019	10	Focus of the course id to provide training (Technical Training Competitive Exam preparation) ,and to develop our students into professionals competent to handle challenges in career and life.	Functional digital literacy .
CPCT	-	17/05/2019	45	To prepare students for CPCT exam conducted by Professional Examination Board	Hindi . English typing

Drawing Sketching	-	18/09/2018	45	Focus of the course is on development of basic skills in drawing and sketching and generate self employment among students	Development of basic skill in drawing and sketching
Folk Singing	-	01/09/2018	60	Focus of course is on development of folk singing skills.	Folk singing skills

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	-	28/06/2018

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	161	0

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
Mann Prabandhan Samay Prabandhan Tanaav Prabandhan Evam Samsya Samadhan	16/03/2019	30

No file uploaded.

1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

[View File](#)

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)

Feedback Obtained

Feedbacks from students are collected through feedback forms and student satisfaction survey. The collected data is analysed, documented and processed for further action. Department of education collects feedbacks from parents, teachers and principals of the practice teaching schools. Students give feedback on various aspects of the college like canteen, teaching and academics. Grievances and suggestions are taken care by different committees under guidance of principal. Actions are taken on their suggestions and their problems are solved. Parents teacher meet are also conducted by the undergraduate students and valuable suggestions from parents are welcomed.

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
No Data Entered/Not Applicable !!!				

[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
------	---	---	---	---	--

2018	442	61	16	4	4
------	-----	----	----	---	---

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
24	19	56	1	0	4

No file uploaded.

No file uploaded.

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

The college has effective mentoring system under the heads of Tutor Guardian and 24x 7 mentoring. Every student of each class is connected through WhatsApp group with all the teachers so that all the official, academic and other important notifications are shared. In Tutor Guardian Scheme all the faculty members allotted equal numbers of students to interact with them and solve their problems. The tutor guardian is responsible for academic progress and psychological wellbeing of their mentees. This scheme apart from its formal part, also exists as a vigorous informal mechanism to boost completeness to prepare them for social responsibility of students. The mentor faculty member reports the principal about the progress of the their mentees. In case of any problem or grievances principal looks after the matter and solve them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
458	20	1:22

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
28	21	7	0	11

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
---------------	---	-------------	--

No Data Entered/Not Applicable !!!

[View File](#)

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
----------------	----------------	----------------	--	--

No Data Entered/Not Applicable !!!

[View File](#)

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

The college has project based evaluation and CCE in the college. The college organizes debates, extempore, group discussion, seminar, PowerPoint presentations frequently to prepare students for personality enhancement and confidence building.

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

The college prepares academic calendar in the beginning of every academic session. There are department wise annual calendars and by clubbing them the academic calendar of the college is prepared. The academic calendar imbibes all the academic, literary, curricular and co-curricular activities in an yearly schedule. All the important days and events along with birth and death anniversary of renowned personalities are mentioned for organising different activities on the occasion. The Academic calendar of the college is scheduled on the prescribed guidelines of the university, NCTE and Higher Education .

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)

<https://www.anandviharcollege.edu.in/outcome%202.6.pdf>

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
----------------	----------------	--------------------------	---	---	-----------------

No Data Entered/Not Applicable !!!

[View File](#)

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)

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
No Data Entered/Not Applicable !!!				

[View File](#)

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
How to be successful Entrepreneur	Commerce	20/08/2018
Conquer your fear and achieve the impossible	Commerce	15/01/2019
Guiding principles for building soft skills among adolescents and young adults.	Commerce , Arts Education	13/04/2019
Career Counselling including business etiquettes	Commerce	22/09/2018
Enhancement of Life Skills	Commerce , Arts Education	13/10/2018
Best Utilization of Waste Papers	Commerce , Arts Education	12/10/2018
Use of Technology for sanitation	Commerce , Arts Education	15/10/2018
How to push your soft skill in your resume and at interview	Commerce , Arts Education	02/02/2019
Rediscover your career passion	Commerce	11/02/2019
The Power Plan for Career Success: Explaining self employment and Transferable skills	Commerce	13/02/2019
Purpose and Uses of ICT	Commerce , Arts Education	24/06/2019
"Devil in the Mobile" - A seminar on cyber security	Commerce , Arts	26/06/2019

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
No Data Entered/Not Applicable !!!				

[View File](#)

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
No Data Entered/Not Applicable !!!					

[View File](#)

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	Number of PhD's Awarded
NIL	0

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)
National	commerce	1	3
International	Education	1	6

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
Commerce	3

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
--------------------	----------------	------------------	---------------------	----------------	---	---

No Data Entered/Not Applicable !!!

[View File](#)

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
--------------------	----------------	------------------	---------------------	---------	---	---

No Data Entered/Not Applicable !!!

[View File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	27	0	0
Presented papers	0	16	0	0
Resource persons	0	1	0	0

No file uploaded.

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
-------------------------	--	--	--

No Data Entered/Not Applicable !!!

[View File](#)

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
No Data Entered/Not Applicable !!!			

[View File](#)

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
No Data Entered/Not Applicable !!!				

[View File](#)

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
National Seminar on Value Based Education and its Role in Quality Assurance of Higher Education Institute .	216	NIL	7

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
No Data Entered/Not Applicable !!!					

[View File](#)

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
No Data Entered/Not Applicable !!!			

[View File](#)

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
1726000	1700000

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

[View File](#)

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 patially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2016

4.2.2 - Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

[View File](#)

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
No Data Entered/Not Applicable !!!			

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	51	2	51	1	0	4	2	10	0
Added	5	0	5	0	0	0	0	0	0
Total	56	2	56	1	0	4	2	10	0

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

10 MBPS/ GBPS

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
No Data Entered/Not Applicable !!!	

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
575000	185411	1726000	1700000

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 Procedures and policies for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms are very transparent and systematic. In our college maintenance officer keenly looks after every minute aspect. The matter related to maintenance is reported to office superintendent in writing after discussion with the principal and then it is forwarded to the maintenance officer. Generally during summer vacations white wash and other maintenance work has been completed along with repairing of furniture. For regular maintenance of computers a skilled vendor from outside is hired. The college has a purchase committee which is constituted every year. All the purchasing related to departments, library, laboratories and other segments of the college has been performed through the committee under the guidance of Principal. Every year the estimated budget is proposed that is approved by the management of the college. Every year at the end of the academic session stock verification of all the physical assets has been performed. To execute stock verification of library, laboratories and resource rooms different committees are constituted by the principal. After verification detailed reports are submitted in three copies to the office superintendents.

<https://www.anandviharcollege.edu.in/index.php>

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
No Data Entered/Not Applicable !!!		

[View File](#)

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
No Data Entered/Not Applicable !!!			

[View File](#)

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
2018	Career Guidance and Counselling cell	14	22	3	2

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
6	6	8

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students	Name of organizations	Number of students	Number of students

visited	participated	placed	visited	participated	placed
No Data Entered/Not Applicable !!!					

[View File](#)

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
No Data Entered/Not Applicable !!!					

[View File](#)

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
No Data Entered/Not Applicable !!!	

[View File](#)

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

[View File](#)

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
No Data Entered/Not Applicable !!!						

[View File](#)

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

words)

Students' Union of the college enthusiastically works for the benefit of the students throughout the year and pursue several activities within and outside the college campus. The major activities organised by the Students' Council are as follows: • Freshers' party was organised to welcome new students in which a grand cultural programme was organized to welcome the newly admitted students. • In our college celebration of birth and death anniversary of great national leaders is organised enthusiastically to commemorate their contribution in the growth and well being of our nation during struggle for Independence • Every year the annual function of the college , Ujjaas, is organized with the suggestion of the students' union, which is applauded by all. • The students participated in number of academic literary curriculum and co curricular activities under the flag of students' union .

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

326

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

No Data Entered/Not Applicable !!!

5.4.4 - Meetings/activities organized by Alumni Association :

Members of Alumni participated in Annual Function , guest Lectures, Alumni Meet, Interactive session with students and placement workshops.

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 institution which practices decentralization and participatory management depicts that the institution enshrines with collaborative leadership and democratic traditions. Therefore participatory management and decentralization ensures effective utilisation of human resources. The most important feature of our college is decentralization of power along with complete development of our students .The hierarchy is maintained in all college activities and functioning -Management, Principal, Departmental heads and faculty members. Heads of Departments ,faculty members and students prepare and publish the news letter that depicts all the activities of the department. The college provides a platform for literary outburst of the students by publishing annual magazine TWISHA every year. The principal constitutes various committees

for the smooth functioning of all the activities .In each committee the senior most member of the college caters the responsibility of the convener who is responsible for the completion of the task. The college has admission committee, time table committee , purchase committee, cultural and literary committee, sports committee, NSS committee, library committee and so many other committees .all the committees perform the allotted task with their best under the guidance of principal. Hence the two practices of decentralization are-

- Active participation of students in literary activities for their overall development.
- Distribution of work through constitution of various committees.

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

No

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
Curriculum Development	Every year annual calendar is prepared in the beginning of the academic session on the basis of the guidelines provided by the Barkatullah university, Higher education and NCTE .We tries all the measures to follow and stick to the calendar as far as possible. The college incepted various strategies for the effective transaction of curriculum and to make learning purposeful like internship, field work, industrial visit and educational excursion. The college is very particular about regular attendance of the students, completion of the syllabus, revision , remedial and extra remedial classes for the formation of concepts and effective delivery of curriculum.
Teaching and Learning	The principal of the college enthuses the teachers to inculcate innovative practices in regular classroom teaching to make the teaching learning process more purposeful and meaningful. To accomplish effective teaching learning in the college teachers encourage peer group presentation, group discussion and project work. Students have access to internet facility to inculcate online learning management resources. In the library e-book, e-journal facilities are available for students and teachers. Multi media room with all the facilities of internet and LCD is enable for enhancement of students' competencies. Teachers give lectures by using ICT facilities. Students are encouraged to participate in seminars for the enhancement of learning skills through participation in different seminars organized by our college and other Institutes of higher education.
Examination and Evaluation	Our College is not a centre for University examination still College executes various strategies for internal evaluation like Internship, project work, assignments, debates, group discussion and PowerPoint presentation by group of students . The college organises mock viva voce to prepare the students for external examination.
Research and	The College publishes peer reviewed journal with ISBN in which number of renowned faculties

Development	<p>of Bhopal and other states of India are contributed with their research papers . The college provides academic leave for teacher to participate in various workshops and conferences. The college also motivates faculty members for research publications in peer reviewed journals with high impact factor. Some of the teachers are also invited as resource persons. Many of the faculty members are registered as supervisors or project guides in IGNOU's M.A Education. Many of the faculty members are pursuing Ph.D.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Our college has well established library with access of e-resources .LAN facility is also available in the library, computer lab and office. The library of the college has ample collection of text books , reference books and rare books. Software for University Libraries(SOUL) is a state of the art integrated library management software designed and developed by the INFLIBNET centre based on requirements of college and University libraries. It is a user friendly software. The software was designed to automate all housekeeping operations in a library. The software is suitable not only for the academic libraries , but also for all type and size of libraries even school libraries. The SOUL 2.0 consists of the following modules each module has further been divided into sub module to cater to its functional requirements: • Acquisition. • Catalogue • Circulation • OPAC • Serial Control • Adminintration</p>
Human Resource Management	<p>Human Resource Management- The Institution progresses if its human resource is properly managed and handled with proper skills.The college has effective system of management for proper utilisation of human resources . All the faculty member, office staff and supporting staff are working efficiently to provide their best under guidance of principal .Faculty members are encouraged to participate in National and international seminars and workshops. Our college also organizes national seminar , faculty development programes, training program, guest lectures and workshops. At the end of the academic year faculty members submit their self-appraisal form, in which they mention all the details of their academic profile throughout the year, other than their routine teaching responsibility. Teachers also maintain teachers' diary in which they mention their day wise activities. Office staff and supporting staff also work enthusiastically</p>
Industry Interaction / Collaboration	<p>Our college students visit industries and they also do internship with them. The students of B.Ed. and D.El.Ed. do their internship in schools, which is very important part of curriculum. Practice teaching is organized in different renowned schools. Schools and other institute also organizes placement in our college and students are also encouraged to participate in open campus.</p>
Admission of Students	<p>The admissions process conducts online and we strictly follow the rules adhered by Higher education ,department and our university. Mode of payment for college fees is online and offline too. Admissions are provided on the basis of merit. The college strictly follows all the rules imparted for the betterment of reserved categories regarding admission and fee concession .</p>

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

E-governance area	Details
Planning and Development	The college prepares annual plan and the measures are taken to abide with the planning mentioned in the plan. Every year after the completion of the academic year meetings are conducted with principal to plan for the next academic session. It includes infrastructure, repair, building maintenance, books for the library and all the academic and co curricular activities.
Administration	All the important notices are displayed on the notice boards available on each floor. Important notices are also disseminated through WhatsApp . The administration is very transparent in its functioning. The website of the college is updated regularly.
Finance and Accounts	The finance and account department of the college is very efficient and proper care is taken to maintain transparency and accuracy in financial dealings. Regular audit is done by the competent authority and Chartered accountant. The salary of all the employees is disbursed through bank. The EPF of each employ is deposited in EPF account regularly.
Student Admission and Support	Admission process is completely online. We are abiding by the rules and regulations of higher education and Barkatullah University, Bhopal. For the support of students teachers are available 24×7 through WhatsApp group. College has mentee-mentor scheme and teacher guardian scheme. The college has grievance redressal cell , Anti-ragging and guidance and counselling cell for the sake of students. Meritorious students , all rounder students, and financially weak students are encouraged and supported by different cash prizes and scholarships given by the management.
Examination	In our college regular internal examination are conducted. Teachers used to take surprise tests after completion of each unit. Mock viva , PPT presentation, group discussions and individual discussion are also organized for the 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
No Data Entered/Not Applicable !!!				

[View File](#)

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)
No Data Entered/Not Applicable !!!						

[View File](#)

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
Teaching Methodology use of case study methods enhancing experimental learning through innovative teaching	2	20/04/2019	04/05/2019	15

No file uploaded.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	20	2	8

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
<p>1.Study Leave for pursuing higher studies for faculties. 2.Academic leave for faculties for attending academic work. 3.Maternity leave is provided to the female faculties. 4.EPF facilities for all the faculties. 5.Pregnant ladies and lactating mothers are given necessary concessions in their day to day work. 6.Medical Leave facility for faculties. 7.Management funded training programs and FDP for teaching and non teaching employees in campus. 8.Free medical check up camp for faculties.</p>	<p>1.Uniform and Raincoat is provided to class IV staff. 2.Free medical checkup camp for non teaching and class IV staff. 3.Disbursements of financial credits / facilities on demand. 4.Accommodation facility for the permanent class IV staff in the campus. 5.EPF facility for all the non teaching employees. 6.Maternity leave is provided for female non teaching and class IV staff.</p>	<p>1.Free health check up camp. 2.Cash prizes and scholarships for meritorious , all rounder and Financially weaker students by the management . 3.Scholarship facility by government.</p>

4. Installment facility for fees submission.

6.4 - Financial Management and Resource Mobilization

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

The finance and account department of the college is very efficient and proper care is taken to maintain transparency and accuracy in financial dealings. The institution conducts internal and external audit regularly. The annual audit is done by the competent authority and Chartered accountant. The salary of all the employees is disbursed through bank. The EPF of each employee is deposited in EPF account regularly.

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

No file uploaded.

6.4.3 - Total corpus fund generated

15856373

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	Yes	Academic Team
Administrative	No	NIL	Yes	Admin Team

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

Regular feedback by parents, Interaction during orientation and parents meet, Supporting the institutional ethos and values. Parents teacher meets are organized in every academic session. Suggestions from Parents are taken care off. There a suggestion box in the college campus. All the stakeholders are free to give suggestions.

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

Support staff is the part of all the academic and non academic activities.Regular meeting of support staff with the principal to address their need and upgrade their skills. Following activities are conducted to enhance their calibre- 1. All the support staff of the college were imparted elementary knowledge of

language . 2. Computer Training sessions were given to the office staff so that they are able to handle the online admission and registration of students. 3.Support staff are encouraged to learn basic English for enhancement of their skills. 4.Training for Tally. 5.Training for implementation of automated office (MSWord and MExcel) .

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

No Data Entered/Not Applicable !!!

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 initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					

[View File](#)

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
Gender equality programme- Nukkad natak at God basti, skit slogan writing competition based on values and social awareness.	24/09/2018	24/09/2018	102	0
Stri Samman aur Suraksha (Paricharcha)	24/11/2018	24/11/2018	152	0
Economic Empowerment of Indian Women (Open House)	20/04/2019	20/04/2019	148	0
Cyber Security for Women (Interactive Prog.)	15/09/2018	15/09/2018	156	0

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

The College is very keen for the aspiration of gender sensitivity and extensive efforts are executed into account for the communal and artistic factors involved in gender-based activities .The college shows gender sensitivity in providing facilities such as: 1. Safety and Security: A Security personnel is appointed on the main gate of the college around the clock to prohibit entry of any unwanted or suspicious person in the campus . 2. CCTV Monitoring: CCTV cameras are installed on the college premises which provide 24 hrs .surveillance in order to observe the ongoing activities. 3. Complaint Box: The campus has set two complaint boxes, the one in front of Principal's room and the another one in front of the library intended to collect any suggestions or any complaint from girls students. 4. Grievance Redressal Committees: The college has committees to monitor and address safety, security and social issues like Anti-ragging Committee, Sexual Harassment Committee, Guidance and Counseling cell and Grievance Redressal Committee. 5. Health Aid Facilities: The college has appointed a doctor for dealing with the health issues of girl's students. Every year the college conducts eye check up and haemoglobin check-up camp. 6. Fire Safety Equipments: The college has fire safety equipments in the college premises for the safety of the girl's students of the college. 7. Boundary wall : A heightened boundary wall covers the whole campus for the complete security. 8. Awareness Programs , Lectures and Special Talks: The college organizes seminars and special talks on a regular basis in order to endorse social values such as gender equality, gender sensitivity and highlights social problems such as women safety, dowry, women's health, and cybercrime and cyber security. 9. 24x7 Mentoring and Guidance and Counseling Cell: The college provides academic, stress-related and personal counseling and guidance to girls students, in addition to these issues the students of the college are regularly monitored by the mentors . The mentor interacts and supports the assigned mentees in resolving all their academic, personal and stress-related problems and issues. The college has separate career guidance and counseling cell to solve the student's issues . 10. Common Room: The college provides separate common rooms and well maintained washrooms for girls. 11. Overall development of the students: Students are encouraged to join NSS and participate in co-curricular and extracurricular activities. Importance is given for overall development of students through co-curricular and extra-curricular activities. 12 .Environment enriched drive: The college has green campus and very much particular about environment consciousness by adapting number of energy saving initiatives like Recycling of Go Green Practices ,Energy saving- well lighted and well ventilated classroom with natural lights, Solar panel for energy conservation, Tube lights are gradually replaced with LED, R

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0

Scribes for examination	No	0
Special skill development for differently abled students	Yes	0
Any other similar facility	Yes	0

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
------	--	--	------	----------	--------------------	------------------	--

No Data Entered/Not Applicable !!!

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
STUDENT'S HANDBOOK ON CODE OF ETHICS CONDUCT	30/06/2018	Reviewed and Revised Annually
HANDBOOK ON CODE OF CONDUCT FOR DIFFERENT STAKEHOLDERS • Code of conduct for Governing Body • Code of Conduct for the Principal • Code of Conduct for Teachers • Code of Conduct for Support Staff	30/06/2018	Reviewed and Revised Annually
HANDBOOK OF CODE OF CONDUCT / ETHICS FOR RESEARCH PUBLICATION	30/06/2018	Reviewed and Revised Annually

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
----------	---------------	-------------	------------------------

No Data Entered/Not Applicable !!!

[View File](#)

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

1. Solid waste management: Dust bins are provided in the campus to keep campus clean, neat and tidy. Awareness on segregation of waste is created by use of blue and green dust bins for wet and dry waste separately. Compost arrangements are also made to convert solid waste into fertiliser or manure. 2. E-waste management: Awareness programmes are initiated on e-waste management. All e-waste is disposed to the corporation. The non-functional computers, equipments and its peripherals are safely disposed. The cartridge of laser printer is refilled outside the college campus. Waste compact disk is used by the students for decoration and participation in competitions. The E-wastes generated are safely disposed through certified E-waste recyclers. 3. Water harvesting: Provision for the rain water harvesting is available in the college campus. 4. Library as an e-learning resource centre: To mitigate the use of papers in daily life and use more of ICT tools on-line reading is promoted. 5. Energy Saving tips: Turn off unnecessary lights and use daylight is promoted in the college premises. Use of LEDs is recommended and the fans are utilised only when they are needed. Unplug appliances like printers and other electrical appliances. The college initiates awareness among the students and staff on energy conservation by display boards at appropriate places. Switching off all the electrical activities when they are not in use. 6. Installation of Solar energy panel: The college has solar energy panel to conserve energy. 7. Green landscaping with trees and plants: The college campus has trees and plants that make the environment carbon dioxide free. Plantation programs have been taken up by the NSS unit for increasing the green cover in the campus.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

1. Title of the practice: Teachers using ICT for effective teaching. 2. Objectives of the Practice: To promote the skill of learning for enhancement in the learning outcomes, to inculcate "head-heart and hand approach" for learning, communication and collaboration. 3. The context: The classic methodology of teaching, Chalk-Talk-Walk technique has certain limitations such as board management, neat diagrams, and hand writing skills. The usage of ICT is to complement the classical teaching techniques particularly in difficult subject areas. To achieve these objectives, teachers involve themselves in the preparation of online teaching resources and multimedia presentation. Teachers generate meaningful and engaging learning experiences for the students, strategically using ICT. ICT enable students to enjoy enquiry based innovative learning techniques. The concept of digital libraries where the students and teachers can access research and course material from around the globe instantaneously is possible due to ICT based digital resources and Inlibnet facility. The sharing of knowledge is essential for the development of well-informed society which is possible only with the help of networking of academics and students for sharing scholarly materials and innovative ideas. The implementation of ICT in education develops higher order skills such as collaborating globally and solving complex real world problems. It improves the perception and understanding of the world of the student. Thus, ICT can be used to prepare the workforce for the well informed, skillful society and enhance the global economy. 4. The practice: □ Information and Communications Technology (ICT) enabled teaching methodologies are being followed by the faculty members

in class rooms as a complementary tool for conventional teaching methods. □ The academic plan, notes of lesson and question banks with key are made available at the very beginning of the academic sessions digitally. □ The use of multimedia teaching aids like, LCD projectors and internet enabled computer systems are available for students. □ Sufficient number of books, journals, e-journals and e-books are available in the library. The research journals are available online and facility for accessing these journals is provided through proxy server in the campus. □ Every year, all the departments conduct seminars, workshops and guest lectures on the new developments in the core subjects for effective teaching and learning by the faculty members and students. Seminar hall is equipped with multimedia facilities. 5. Evidence of success: The multimedia presentations, video lectures and links developed and provided by the faculties belonging to different disciplines. Best practice 2: 1. Title of the Practice: Improving Teaching and Learning Process 2. Objectives of the Practice: To achieve the effectiveness of the teaching and learning process which are multi-dimensional this best practices is adopted to promote the interest of the students on specific topics important for the examination point of view and to inspire the students to question the noticeable aspects along with increase the interface in the class. 3. The Context: Rapid progress in technology is one of the chief issues that affect the teaching and learning process. The teachers find it problematic to keep up the interest among the learners. Further there is rapid transformation taking place in technology which intensifies the problem. Keeping the audience enthralled throughout the lecture is another challenge. The teacher is required to use a variety of tools to keep the learner engaged in the learning process. Having access to a variety of tools all the time may not be possible. Today knowledge is just a click away to the learner a challenge faced by teachers is to keep pace with the latest news and happenings. The teaching and learning process is given immense importance in the institute. The institute is as good as its students. The students are as good as the teachers. The institute trains their teachers continuously to help them enhance their teaching abilities. The learning imparted to the teachers is implemented in enhancing the learning experience of the learner. 4. The Practice: The teaching and learning process starts with designing of a lecture plan by the teacher. The lecture plan is given in advance to the learners. The teacher initiates a discussion or questions the learners before defining the objectives. The objectives of the lectures are defined to specify to the learner the learning outcomes. During the lecture, discussions and questioning is encouraged. Various forms of assessment are used for continuous evaluation such as group discussions, assignments, Power Point presentations, class test to name a few. Various co-curricular activities are also organized for the learners. These activities give an opportunity to the students to put their knowledge into application. An aspect very unique about our teaching and learning process is the freedom given to learners to share their views and ideas. The learner is the part of the learning process rather than just a spectator of the same. A major limitation of the teaching and learning process is the time constraint. The teachers have various ideas which they would like to implement in their class, however due to paucity of time all of them cannot be implemented. 5. Evidence of success: The evidence of success is visible, qualitatively as well as quantitatively. The results bring some prominent factors to light. Some of the factors are that students when shown the right direction and given the right encouragement can achieve the goals they desire.

Holistic development rather than only academic success contributes in creating socially sensitive individuals which is a prominent requirement of educational institute.

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

<https://www.anandviharcollege.edu.in/Best%20Practices.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

Excellent student support facilities with good infrastructure moving towards the quest for excellence: • The college is founded and managed by an association of learned ladies for social cause . The college is purely a self financed institute to provide a suitable platform for empowerment of girls and impart exposure to various kinds of activities to prepare them for challenges of life. • To keep pace with the competitive world and to challenge the global, scenario every institution has to strive hard to achieve its excellence in different fields. Keeping this view on its board the college is taking high strides towards excellence in various fields over the years. From the date of establishment, to till the date, the college has successfully achieved its excellence in infrastructure and student support facilities. This conspicuously shows that our college has reached certain distinctiveness from other higher educational institutions. The college provides excellent physical infrastructure facilities such as adequate number of classrooms, staff rooms, seminar halls, conference hall, library , reading room, curriculum lab, resource centres , ICT labs and Multimedia Hall. The college has ICT enabled resource rooms, computers, and printers to facilitate the teaching-learning process. • The library of the college is computerised which uses integrated library Management System Known as SOUL Software. The Library Management Software consists of Modules such as Book Management, Book Accession, Membership, Books circulation, OPAC and Catalogues. • The Barcode facility for books and Membership is also provided. E-journals, Shodhganga membership, e-books, Database, 10 Mbps bandwidth and BSNL leased line Optic Fiber internet connection with Wi-Fi are available for the students and the staff.

Provide the weblink of the institution

<https://www.anandviharcollege.edu.in/distinctive.pdf>

8.Future Plans of Actions for Next Academic Year

The college has anticipating on the path of success by implementing every possible strategic planning for overall development of the girls students, the college has a tradition to analyse all the academic, curricular and co-curricular activities at the end of the academic session to chalk out the planning for the reset academic session. Every faculty members is full of ideas to make the next academic year is a more successful year with emblazon teaching learning process . The future plans chalk out for the commencement of successful academic , curricular and co-curricular activities are as follows- • To ensure the attendance

of the students in digital format and more transparent manner biometric system will be installed in the college premises. It is very obvious that installation of biometric system will enhance transparency in maintenance of attendance. • To facilitate physically challenged students in the college premises provision for lift is approved. • To provide fresh , tasty and hygienic refreshment to the students Canteen will be renovated. • To enhance innovation in research and publication planning for national seminar is augmented. • To make the library more resourceful and research facilitated e-journals need to be enhanced. • To inculcate innovative skills among the students we are planning to organise more skill development programs for the students.