

ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC (C)

Name of the College	:	RBD Mahila Mahavidyalaya, Bijnor
Name of Affiliated University	:	Mahatma Jyotiba Phule Rohilkhand University, Bareilly
Year of the Report	:	2016-2017 (January To March)

(Section – A)

Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement.

Description:

1. Promotion and Internalization of best practices.
2. Use of students' feedback in quality improvement.
3. Use of feedback from PTA and Alumni.
4. Feedback from college community council.
5. Implementation of relevant innovative practices.
6. Writing unit-wise module.
7. Teacher Innova series seminar presentation.

(Section – B)

Q 1. Activities reflecting the goals and objectives of the college?

Description: Rani Bhagyawati Devi Mahila Mahavidyalaya, Bijnor holds a very reputed position among the various higher education institutes at Bijnor. The college has well defined goals and objectives in imparting quality education to its students in order to make them well disciplined and competent. The college organizes several curricular and extra curricular activities like debate competition, essay competition, story-writing, poem recitation exhibition, singing competition, floor decoration, poster making etc to get their aim to make them able to crack their own built nutshell and also provides students a platform for their overall development. The college provides an excellent academic and make them able to secure position in university every year. The college also provide value based education and used technology in imparting education to achieve their goals and objectives college not only provide conducive environment to the students but also for the teachers for their personal as well as professional growth for ensuring above activities college yearly takes feedback to know weather the goals and objectives are fulfilled or not.

Q 2. New academic programme initiated (UG and PG)?

Description (U.G): None

Q 3. Innovation in curricular design and transaction?

Description: At college level, there is no authority to any teacher to frame or modify the curriculum or syllabus of different UG and PG classes. In the years 2016-2017 Dr. Savita Mishra, member Board of Studies incorporate her effective suggestions in curriculum design.

Q 4. Inter disciplinary programmes started?

Description: BCEP- Basic Computer Education Programme is running in college since last 6 years successfully. The main purpose of this programme is to make aware every student with advancement of the in present scenario technology. College has also its IGNOU centre in which several students pursue diploma or certificate courses simultaneously along with their degree programmes. Apart from this English speaking classes and personality development classes also run for U.G. and P.G. students.

Q 5. Examination reforms implemented?

Description: Remedial classes, Unit-Test and topic wise tests, pre-university Examination, Home-Examination are implemented at college level and college take its term test on regular basis. However, all the examination duties shifts, issuing of answer sheet etc are all computerized and checked manually.

Q 6. Candidate qualified: NET/SLET/GATE/Ph.D. etc?

Description: None.

Q 7. Initiative towards faculty development programmes?

Description: College encourages the faculty members to attend seminars, conferences, workshops, orientation programme and refresher courses to enhance their knowledge. For which duty leaves and conference/workshop fee is also given to the teacher/student if the programme are sponsored internationally.

Research papers have been published:

- Aprajita Shodh Patrika, vol.2,Jan to March., 2016, 19-22 ISSN 2454-4310 on the topic “Bharat me Mahila Utthan aur Dr. Ambedkar” by Dr. Zakiya Rafat, Associate Prof.
- International Multidisciplinary Research Journal: golden Research Thoughts, vol.6,issue 8 Feb 2017, ISSN No: 2231-5063 on the topic “mahilao Ke Virudh Hinsa: Ek Samajshashtriye Addhyan” by Dr. Zakiya Rafat, Associate Prof.
- Dr. Zakiya Rafat has also become subject expert in recent Research Journal *Recent Researches in Social Sciences and Humanities: International Refree and Bind Peer Reviewed Multidisciplinary Journal*.
- Dr. Savita Mishra, Associate Prof has become co-Editor in *Kashaf* research Magazine
- A book with ISSN published by Dr Manju Arora on the topic “Khel Prabandh va Sangthan Aur Prashasan”.
- Dr Manju Arora also worked as Technical Official of Badminton in North Zone Inter University Badminton Championship, 2016-2017 from 27th Jan to 30th Jan 2017 organised by M.D.U. rohtak.
- 4 International research papers by Dr. Priya Sharma with ISSN and 2 book reviews in Creative Launcher: An International Peer Reviewed online Journal.
- Mrs. Jyoti Tyagi: International Research Paper has been published in January, 2017 in “Global Journal for Current Engineering Research (GJCER)” on the topic “Distributed Agile Development”.

Seminar/Workshop

- Dr. Zakiya Rafat, Associate Prof. Attended a National Seminar on “Best Practices in Higher Education: Challenges and Remedies” from 8th to 9th Jan 2017, organised by Vivek college of Education, Bijnor.
- Dr. Manju Arora and Dr. Seema Chaudhary participated in International conference on *Emerging Trends in Fitness and sports Science* organised by Manipal University, Jaipur from 5th Jan, 2017 to 7th Jan, 2017 and presented a paper on the topic “Roles of Physical Exercises and Yoga in Prevention and Management of Common Life Disease.
- Dr. Pooja Nirmaniya attended three National Seminars.
- Mrs. Vaishali Chauhan, Mrs. Jyoti Tyagi & Er. Pooja Verma attended two days workshop at ‘Cetpa Infotech Pvt. Ltd.’ Noida in March on ‘*Microsoft Oracle*’

Others:

- Dr. Zakiya Rafat, Associate Professor got Distinguish Alumni award from S.S.D.P.C.G. P.G. College, Roorkee (Haridwar) Uttranchal

Q 8. Total number of seminar/workshops conducted?

Description: 5 days Pot Decoration and Flower making workshops were organised by the Department of Home. Sc. from 2nd to 9th Feb 2017. A seminar on (NIC) National Information Centre organised by the department of Economics. A seminar on cashless transactions and SEBI organised by the department of Commerce and Economics on 11th Feb, 2017.

Q 9. Research Projects a) Ongoing b) Completed?

Description: a) Ongoing - Applied for minor research project in Sociology to UGC
b) Completed - None

Q 10. Patents generated, if any?

Description: None

Q 11. New collaborated research programe?

Description: None

Q 12. Research grants received from various agencies?

Description: None

Q 13. Details of research scholars?

Description : None

Q 14. Citation index of faculty members and impact factor?

Description: None

Q 15. Honours/Awards to the faculty: National and International?

Description: None

Q 16. Internal resources generated?

Description: Vira Charitable Society Dharamnagari, Bijnor.

Q 17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST and other programmes?

Description: None

Q 18. Community Services?

Description: RBD Mahila Mahavidyalaya organizes a number of community services in the form of visits to religious places, old age home community places and field trips. College also organizes several rallies time to time like Nutrition awareness rally, Health & Hygiene Awareness rally, visit social organisations as old age home at Vidur Kuti, Bijnor, visit and counselling special children at various special schools and in the community to aware students and citizens about the existing phenomenon. The regular extension programmes are conducted for the students to acquire an attitude for social services. These programmes are monitored by programme officers who are members of the teaching faculty designated with additional responsibilities by the college.

Q 19. Teachers and officers newly recruited?

Description: *Library: Mrs. Jyoti Arora*

Q 20. Teaching - Non-teaching staff ratio?

Description: 2.16: 1

Q 21. Improvement in library services?

Description: Centre of e-learning has been established in college in 2010. Students have free access to all books in the library. The college campus is Wi-Fi connected so that students can search their study material using computers in the library. Photostat- machine is also in library for the convenience of students. CCTV cameras are always in active mode in library as well as in whole campus.

Q 22. New books/journals subscribed and their values?

Description: Total Books 611 Value of Rs. 1,92,198.00

Q 23. Courses in which student assessment of teachers is introduced and the action taken on student feedback?

Description: Feedback of teachers by final year students UG and PG Programmes is taken in a proper format i.e. in feedback from and through suggestion box. Then feedback is properly analysed and corrective measures are taken.

Q 24. Feedback from stakeholders?

Description: Feedback from stakeholders is taken in an informal manner.

Q 25. Unit cost of education?

Description: Rs.3393.19

Q 26. Computerization of administration and the process of admission and examination results, issue of certificate?

Description: The College is well equipped with all updated technology. All necessary software and computers are attached in offices and admission cell. The college accounts, collection of fees, disbursement of salary students' attendance and results etc are regularly updated on the website and kept in computer for future reference.

Q 27. Increase in the infrastructural facilities?

Description:

- Campus has been becoming Wi-Fi through Reliance jio.

Q 28. Technology up-gradation?

Description:

- Maintaining college account on social sites.
- New digital boards
- Regular website updation
- Information to students through SMS & Whatsapp
- R.B.D Facebook page has been developed in 2016
- Wi-Fi Campus through reliance Jio too

Q 29. Computer access and training to teachers, non-teaching staff and students?

Description: All departments have computers with internet and printer. As college in Wi-Fi enabled, so it is easier for all to connect computer with Internet. Also BCEP- Basic

Computer Education Programme was part of each and every department through which training is provided to teachers, non-teaching staff and students.

Q 30. Financial aid to Students?

Description: Students are provided scholarships (State Govt.) and financial assistance is also given to the needy students in terms of reduced fee, free books, and uniform and study material. Some teachers also paid fees of the needy students personally. Our college also get financial aid from many organization i.e. Urdu Academy etc.

Q 31. Activities and support from the Alumni Association?

Description: The College has its own Alumni Association that has been registered on 9th March, 2017. College also celebrates its Alumni Meet every year.

Q 32. Activities and support from Parent – Teachers Association?

Description: Yearly two parents teacher's meets are organised in which complains and suggestions of parents are collected. Among all the parents one parent is selected as the president who discusses the problems with the principal and teachers afterwards. Department of Teacher Education has its own registered parent Teacher Association.

Q 33. Health Services?

Description: Health Care Centre has been working in the college. Necessary first aid material and medicines are stocked so as to meet the emergency.

Health Care Unit organised a health camp in collaboration with NSS unit on 23rd Jan, 2017. Dr. Shobhita Agarwal (Dentist) checked students and gave information about maintaining hygiene and also provided medicine to the villagers at Deepawala.

Q 34. Performance in sports activities?

Description: Kabaddi

- For the Best Performance 7 players of our college team selected for M.J.P.R.U Kabaddi team and represented North Zone Inter University Kabaddi (W) Tournament which was held at M.D.C., Rohtak from 1st Jan to 4th Jan 2017.
- *Name of Participants:* Km. Swati, , Km. Jamuna, Km. Nidhi, Km. Shivangi, Km. Doli

Q 35. Incentives to outstanding sports persons?

Description: None

Q 36. Students achievements and awards?

Description: None

Q 37. Activities of the Guidance and Counselling unit?

Description: The cell offers personal and career counselling both in formal and informal manner. The cell also organizes workshops, lectures and counselling sessions time to time for students. A lecture series has been conducted on dated 23.1.2017 at career guidance & counselling centre. On the day Km. Deepa Singh (Home.Sc.) through PPT, Dr. Surinder Kaur (Music), Km. Puja (B.C.A.), Mr. Preetam Kumar (B.Com) through PPT, Dr. Kishwar Zaidi (D&P), Mrs. Manju Tyagi (Textile), Mrs. Namrata Tyagi (Interior) through PPT, Mrs. Shika Sethi gave lectures about career options in different fields mentioned above.

A special career lecture is organised by Career and Guidance Cell in collaboration with TCIL-IT Education and Training Awareness of vocational course related to computer.

Q 38. Placement services provided to student?

Description: Students of R.B.D. Mahila Mahaavidyalaya, Bijnor are well placed in different schools and colleges through different modes like informal contacts formal linkages of Principal and Staff. However a proper placement cell is running in department of teacher education for B.Ed. students. Many conduct interview and select suitable candidates.

Q 39. Development Programme for non-teaching staff?

Description: None

Q 40. Good Practices of the Institution?

Description:

1. Feedback taken from students parents and peers.
2. Teaching learning through innovative techniques.
3. Use of ICT in teaching learning process.
4. Friendly and conducive environment.
5. Teachers help needy students by submitting their fees.

Q 41. Linkages developed with National/International, academic/research bodies?

Description: ICSSR

Q 42. Action taken report on the AQAR of the previous year

Description: 2016(Oct to Dec) AQAR Report.

Q 43. Any other relevant information the institution wishes to add?

Description: R.B.D Mahila Mahavidyalaya, Bijnor has completed its two NAAC Peer Team Visits in the glorious academic year 2011 and 2012. The college has obtained a prestigious score of 2.76 and department of teacher education obtained a marvellous score of 2.65 with these achievements the college has established itself as a prime accredited institution of education in North-West (U.P). A Women Empowerment Cell is also run by the college.

Teacher Innova Cell:

A Teacher Innova Cell is also there to make the teaching skills and innovations better for the welfare of the students. Every year a teachers meet is organised by this cell to ensure the motive of every teaching subject by the teachers and discuss their innovative skills used during every session. A Teacher innova Programme was organised on 23rd Feb, 2017. On the day Dr. Savita Mishra Associate Prof focused on the teaching methods in Hindi Literature. Dr. Manju Chaudhary throw light on survey methods and class teachings methods to make the teaching more interesting for the students in Sociology. Dr. Manju Arora also discussed teaching skills in Physical Education teaching. Likewise Dr Priya Sharma(English) and Dr. Sameena Bi(Urdu), Dr. Abida (Pol.Sc.), Dr, Yash Agarwal(B.Com.), Dr. Kishwar Zaidi (D&P), Dr. Susmita Sharma(Sanskrit),Dr. Surinder Kaur(Music) Dr. Aparna Chauhan (History) Mrs. Vaishali Chauhan(BCA), Mrs. Shikha Sethi(Environment), Mrs. Manju Kohli(Economics), Mrs. Maju Tyagi(Textile), Mrs. Namrata Tyagi(Interior) alos discussed teaching methods, strategies and skills to improve the overall personality and performance of the students. All the presentations were given through PPT.

Apart from these many curriculum and co-curriculum activities take place at departmental level in the college. Details of activities that have been conducted in current session as follows:-

Sociology Department:

- Farewell Party to final year students on 20.2.2017

Hindi Department:

- Farewell Party to final year students on 20.2.2017

English Department:

- Guest Lecture by Dr. Rajhans Gupta on Theory of English Literature on 18.1.2017.
- Poster Competition on Literary figures and trends of literature on 18.1.2017
- Quiz Competition on 28.1.2017.

Environment Department:

- Plantation from 10.2.2017 to 11.2.2017
- Plant Exhibition on 22.2.2017

(Section – C)**Outcomes Achieved by the End of the Year**

Description: Above Referred

(Section – D)**Plans of the College for the Next Quarter****Description:**

- Installation of solar lights
- Extension of library & Smart Classroom facilities
- M.Ed, B.L.ed.
- Dr. Vidushi Bhardwaj suggested that there should be a common room for students and guest room for the delegates too.
- Dr.Zakiya Rafat suggested that we should organize online sale and presentation of Home Sci. and Interior & Textile Deptt. student's painting , decorative material etc.
- Mr. Sandeep Bhatnagar suggested to improve sanitation and canteen facility more and more every year.
- He further suggested to upgrade faculties skills through professional trainer
- Dr.Pooja Nirmaniya suggested that we can plant natural fibre plants to make the students familiar with them.
- Dr. Zakiya Rafat suggested to enhance the facility of 'Marshal Arts' for the students.