

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution	Harish Chandra P.G.College
1.2 Address Line 1	Maidagin
Address Line 2	Varanasi
City/Town	Varanasi
State	Uttar Pradesh
Pin Code	221001
Institution e-mail address	principalhcpg.vns@gmail.com
Contact Nos.	0542- 2440042
Name of the Head of the Institution:	Dr.Sohan Lal Yadav
Tel. No. with STD Code:	0542- 2440042
Mobile:	9565344400

Name of the IQAC Co-ordinator:

Dr.Sanjay Srivastava

Mobile:

9415635846

IQAC e-mail address:

iqac.hcpgvns@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

EC/57/A&A/05 dated 30-11-2011

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.hcpgcollege.edu.in

Web-link of the AQAR:

http://www.hcpgcollege.edu.in/AQAR2017-18.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.30	2011	2011-2016
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

02/07/2012

1.8 AQAR for the year (for example 2010-11)

2017-2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Mahatma Gandhi Kashi
Vidyapeeth, Varanasi(U.P.)

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="No"/>		
University with Potential for Excellence	<input type="text" value="No"/>	UGC-CPE	<input type="text" value="No"/>
DST Star Scheme	<input type="text" value="No"/>	UGC-CE	<input type="text" value="No"/>
UGC-Special Assistance Programme	<input type="text" value="No"/>	DST-FIST	<input type="text" value="No"/>
UGC-Innovative PG programmes	<input type="text" value="No"/>	Any other (<i>Specify</i>)	<input type="text" value="No"/>
UGC-COP Programmes	<input type="text" value="No"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="Nil"/>		
2.3 No. of students	<input type="text" value="Nil"/>		
2.4 No. of Management representatives	<input type="text" value="01"/>		
2.5 No. of Alumni	<input type="text" value="Nil"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>		
2.7 No. of Employers/ Industrialists	<input type="text"/>		
2.8 No. of other External Experts	<input type="text"/>		
2.9 Total No. of members	<input type="text" value="08"/>		
2.10 No. of IQAC meetings held	03		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="03"/>	Faculty <input type="text" value="03"/>

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The IQAC was constituted in the month of July 2012. After its constitution, the main focus of IQAC was to work upon the recommendation of the peer team regarding improvement in institution's academic, administrative and infrastructural framework.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
At the beginning of the session a meeting of IQAC was held in the principal's office on 09/07/2017 at 12 pm. Following decisions were taken in the meeting regarding the plan of work for the session 2017-18 : 1.Civil maintenance work should be done at some portions of old college building.	On 13/5/2018 at 10 am in the morning a meeting of IQAC was held in the Principal's office for end of session appraisal of the plan of work. The chairman, Co-ordinator and members of the IQAC were present in the meeting. The Chairman of IQAC informed the members about the progress made so far with regard to the plan of work decided at the onset of session. The details of which are as follows: 1.Civil maintenance work is near completion. 2. Tree saplings have already been planted at the bawan

<p>2. For green campus, some tree plantations should be undertaken at the bawan bigha campus.</p> <p>3. In order to cut down electricity consumption, some solar panels need to be installed in the college.</p> <p>4. Cement chalk boards in class rooms should be replaced by mica chalk board.</p>	<p>bigha campus.</p> <p>3. Solar panel has been installed at the roof of C block (Maidagin campus building).</p> <p>4. Mica chalk boards have been installed in most of the class rooms.</p>
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

On 13/5/2018 at 10 am in the morning a meeting of IQAC was held in the Principal's office for end of session appraisal of the plan of work. The chairman, Co-ordinator and members of the IQAC were present in the meeting.

The Chairman of IQAC informed the members about the progress made so far with regard to the plan of work decided at the onset of session. The details of which are as follows:

1. Civil maintenance work is near completion.
2. Tree saplings have already been planted at the bawan bigha campus.
3. Solar panel has been installed at the roof of C block (Maidagin campus building).
4. Mica chalk boards have been installed in most of the class rooms.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the	Number of	Number of	Number of	Number of value
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Programme	existing Programmes	programmes added during the year	self-financing programmes	added / Career Oriented programmes
PhD	11			
PG	12		08	
UG	6			
PG Diploma	Nil			
Advanced Diploma	Nil			
Diploma	Nil			
Certificate	Nil			
Others	Nil			
Total	27			
Interdisciplinary	Nil			
Innovative	Nil			

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	16
Trimester	Nil
Annual	04

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
55	12	43	NA	

2.2 No. of permanent faculty with Ph.D.

52

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
6	34							6	34

2.4 No. of Guest and Visiting faculty and Temporary faculty

23

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		14	
Presented papers		10	
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Audio visual, internet, laboratory, group discussion, etc.

2.7 Total No. of actual teaching days during this academic year

182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

11

2.10 Average percentage of attendance of students

76.5

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BBA	18	NIL	77.8	11.1	11.1	100
BCA	19	NIL	73.7	15.8	10.5	100
B.Sc.	336	NIL	25.6	70	1.2	96.7
B.Com	556	NIL	8.9	73.3	13.1	95.5
B.A.	702	NIL	2.6	70.8	20.5	93.9
LLB	251	NIL	1.9	84	NIL	86
B.Ed.	76	NIL	56.6	39.5	NIL	96
M.A. (Hindi)	67	NIL	14.9	65.8	5.9	86.6
M.A. (Pol Sci)	70	NIL	1.4	58.6	28.6	88.6
M.A. (Psyc)	30	NIL	26.7	60	3.3	90
M.A. (English)	60	NIL	NIL	20	15	35
M.A. (Geography)	35	NIL	28.6	62.9	NIL	91.4
M.Com	75	NIL	17.3	65.3	1.3	84
M.Sc. (Botany)	38	NIL	26.3	28.9	2.6	57.9
M.Sc. (Statistics)	30	NIL	3.3	3.3	NIL	6.7
M.Sc. (Zoology)	41	NIL	12.2	46.3	9.8	68.3
M.Sc. (Chemistry)	33	NIL	18.2	24.2	3	45.5
M.Sc. (Physics)	40	NIL	20	35	5	60
M.Sc. (Mathematics)	66	NIL	13.6	22.7	9.0	45.5

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

The IQAC is actively involved in monitoring and improvement of teaching and learning process in the college. Discussions with the faculty members and stake holders is held on regular basis to chalk out plans for improvement in academic atmosphere of the college. This includes informal discussions relating to feasibility of introducing new teaching methods and also new programmes /courses of study.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	1
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	

Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	2
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	15	14	08
Technical Staff	02	05		03

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Encouraging teachers to collaborate both domestically and internationally for their research.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	11			
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	10	
Non-Peer Review Journals		01	
e-Journals			
Conference proceedings		03	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation Camp (NCC)
- Swakshata Abhiyan (College)
- Voter Awareness Programme (NSS)
- Plantation Programme (College)
- Gender Sensitization Programme (NSS)

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	19 acres	19 acres
Class rooms	33	33
Laboratories	19	19
Seminar Halls	03	03

No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		-----		
Others				

4.2 Computerization of administration and library

Principal Office and Examination Section already uses Computers for various works.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	75250	35.36 Lac	1649	3.95 Lac	76899	39.31 Lac
Reference Books	4263	037 Lac	Nil	--	4263	0.37 Lac
e-Books	--	--	--	--	--	--
Journals	--	--	--	--	--	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	--	--	--	--
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet(Wi-fi +LAN)	Browsing Centres	Computer Centres	Office(no. Of comp)	Departments(n o. Of comp.)	Others (Library)
Existing	109	02	72	02	02	04	20	06
Added	20	----	---	----	-----	----	----	----
Total	129	02	72	02	02	04	20	06

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.26
ii) Campus Infrastructure and facilities	0.37
iii) Equipments	2.23
iv) Others	17.53
Total :	20.39

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC members visited different departments of the college and informed the enrolled students about the various committees concerned with student welfare and support. Information regarding the committee members along with their contact numbers was given to the students. These information have been displayed at the college notice board. The principal also holds regular meetings with the students' representatives for the redressal of their grievances

5.2 Efforts made by the institution for tracking the progression

The teachers are in regular touch with students for sorting out their various academic and carrier related problems.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
604	119	nil	nil
5	1		

(b) No. of students outside the

Nil

state

(c) No. of international students

Men	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>4700</td><td>64.95</td></tr></table>		No	%	4700	64.95	Women	<table border="1"><tr><th>No</th><th>%</th></tr><tr><td>2536</td><td>35.05</td></tr></table>		No	%	2536	35.05
No	%												
4700	64.95												
No	%												
2536	35.05												
Last Year						This Year							
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total		
3392	863	196	2978	01	7430								
Demand ratio UG 1:5 PG 1:6						Dropout % 10-20							

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

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5.8 Details of gender sensitization programmes

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5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students --

5.13 Major grievances of students (if any) redressed: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To inculcate and sustain the quality in all dimensions of higher education catering to the national and global needs and create awareness of human rights, value system, culture and heritage of the country.

Mission

- To equip and empower students with relevant knowledge, competence and creativity to face regional and global challenges.
- To promote the building up of character in youth by religion and ethics as an integral part of education.
- To facilitate a broad range of learning opportunities for learners engrossed in graduate, postgraduate and research programmes.
- To provide the right kind of leadership in all walks of life.
- To create homogeneous intermingling of all sections of the society

6.2 Does the Institution has a management Information System

Yes, the College has an efficient management information system. This includes the official website of the college (www.hcpcollege.edu.in) and e-mail of the college (principalhcpg.vns@gmail.com). Besides this information is also disseminated through the college facebook page. Telephone, mobile and fax services available in the college also help in this regard.

6.3 Quality imp

6.3

- the following:
- The college follows the curriculum prescribed by the University; it has least scope for any change in the curriculum. This is compensated by organizing different seminars and workshops by some departments on various relevant and burning issues.
 - Some senior faculty members of the college, who are the members of the board of studies of their respective departments in the University, contribute to the curriculum development by their valuable suggestions in the Board meetings

6.3.2 Teaching and Learning

- 02 smart classes have been established in statistics department and committee room each.
- Creative learning among students is promoted through seminars, group discussions, yoga training, project work and field visits.
- Students are encourage to participate in

6.3.3 Examination and Evaluation

For maintaining the sanctity of University examination, internal flying squad teams are regularly constituted.

6.3.4 Research and Development

College administration encourages staff members to undertake research projects and publish papers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

College administration encourages staff members to undertake research projects and publish papers.

6.3.6 Human Resource Management

Teachers of institution are encouraged to participate in various faculty development programmes, viz. Orientation courses, refresher courses, seminars, workshops, etc.

6.3.7 Faculty and Staff recruitment

Presently college has 26 Assistant Professors and 33 Associate Professors . In addition to these we have 23 lecturers under self-finance scheme. Besides this, we have 17 administrative staff and 02 technical staff in permanent positions. As regards the permanent teachers there are 30 vacancies to be filled up by the UP Higher Education Commission. . As regards the administrative and technical staff, 08 administrative and 03 technical staff positions have been filled up temporarily for smooth functioning of the office during the present session.

6.3.8 Industry Interaction / Collaboration

Na

6.3.9 Admission of Students

The college conducts entrance examinations for admission to various courses.. Forms for entrance exam. are distributed from college counters. Merit list is prepared according to the marks obtained by students in the entrance exam. The students are called for counselling and their certificates are physically verified by the admission committees.

6.4 Welfare schemes for

Teaching	CWF
Non teaching	CWF
Students	Poor boys fund

6.5 Total corpus fund generated

NII

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				IQAC
Administrative				Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

Giving suggestions for improvements in college during their informal visits to college.

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

Tree plantations during NSS camps at bawan bigha campus.

Criterion – VII_

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- 1.Civil maintenance work is near completion.
2. Tree saplings have already been planted at the bawan bigha campus.
- 3.Solar panel has been installed at the roof of C block (Maidagin campus building).
- 4.Mica chalk boards have been installed in most of the class rooms.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- 1.Educationa with a social cause.
2. Promoting environmental awreness.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

The college contributes towards environmental awareness through its multifarious activities with a view to develop environmental consciousness. This year the following activities were organized:-

Tree plantation drives by all the students under NSS

Visits to Company Garden and bawan bigha campus of the college by students to develop love for nature

Encouraging students and staff to use bicycle and public transport for commuting.

Encouragement for reuse of paper on back side and communication through email

7.5 whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

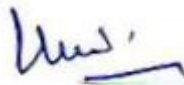
- The College strictly follows antiragging directives
- To ensure availability of safe drinking water to students and staff of college RO and water coolers have been installed in the college campus.
- RO water is freely available for people coming for cremation purpose at Maidagin.
- The college awards prizes to students scoring highest marks at university levels in some subjects.

8. Plans of institution for next year

Additional water tanks need to be constructed.

A lavatory need to be constructed attached to statistics department.

Name Dr. S.I. Yadav



Signature of the Chairperson, IQAC

