

**Sri Sanatan Dharm Prakash Chand Kanya
Snatakottar Mahavidyalaya, Roorkee, Haridwar,
Uttarakhand (Pin - 247667)**

Affiliated to H.N.B. Garhwal Central University, Srinagar, Uttarakhand Accredited by NAAC-
Grade B(2.53)-First cycle Approved Under Section 2F and 12B of U.G.C.

Internal Quality Assurance Cell



Action Taken Report

**(2015-2016 - 2019-
2020)**



Dr. Archana Mishra
Principal & chairperson
IQAC.

Presented by-
Dr. Anupma Garg
IQAC coordinator

Curricular Aspects

- Successful implementation of CBCS system at U.G. level.
- Regular and well planned orientation programmes for students in subsequent semesters.
- To take the teaching plan from the faculty and check the progress of syllabus in writing.
- Allocation of the work load as per U.G.C. norms with an aim to meet out the requirements of the new CBCS pattern.
- Three add-on course have been introduced and for others curriculum planning is in process.
- Curriculum enrichment through Computer Training, English Speaking Course, Sanskrit Sambhashan Shivir and G.K. classes etc.
- Initiated process of online admission.
- Developed feedback form for various stakeholders viz. students, teachers , alumni and parents; analysed and utilised for upgradation of the college.

Teaching Learning And Evaluation

- Promoted faculty to organize workshops, Guest lectures, seminars, webinars, presentations, quizzes and co-curricular activities for students.
- Made efforts for the release of funds by management committee , if needed, to organize academic activities.

- The conduction of sessionals and PTM has turned out to be an effective check for the problem of large scale student absentees.
- Stress was given for interdisciplinary collaboration and participation for organizing academic and co-curricular activities.
- Provision for remedial classes for the slow learners whereas advanced learners are motivated to give presentation and act as mentors, member of peer groups, prefect system and subject council.
- Made continuous internal evaluation more transparent.
- Organized workshop, orientation programs and displayed information through hoardings for Students Satisfaction Survey.
- During the lockdown period of covid-19 ,a new mechanism was adopted to continue teaching and co-curricular activities without any interruption. Intermediate semester students were assessed for promotion on the basis of assignments and sessionals whereas terminal semester students were promoted through University exams.

Research Innovations And Extension Activities

- Motivated faculty to publish their research paper in journals of repute and to attend workshops, seminars, webinars, orientation programs and refresher courses.
- Efforts are being made to motivate students to carry out field survey and dissertations.
- To promote research culture efforts were made to give incentive to S.F.S. faculty for the publication in U.G.C. journals and other publications of repute.

Infrastructure And Learning Resources

- Invited the demands from the departments, committees, office, library etc.
- Maintenance and upgradation of college website.
- Two classrooms, one principal and one staff room, N.S.S. room and one faculty room, common sitting area were constructed.
- Renovation of office, physics laboratory, pathways was done.
- Arrangements for the purchase of new lab equipments.
- Installation of KOHA software in library.
- High speed internet facility in campus.
- Seperate parking for vehicles and the appointment of guards.
- Room no. 2 upgraded As Audio Visual room.
- Demands of furniture and curtains was fulfilled.
- ICT projectors were installed.
- Two laptops were purchased for the smooth functioning of IQAC and college- office.
- New printers have been purchased and pen-drives are being provided to faculty for the storage of departmental data.
- The problem of water logging in the campus (during the rainy season) was solved.

Student Support And Prosession

- Installation of CCTV cameras and their maintenance is done regularly.
- Initiated registration of alumni.
- Initiative taken for Swayam Siddha Kalyan Kosh scholarship for weak and meritorious students with the help of welfare committee.
- Renovation of college canteen.
- Follow up of covid-19 SOP's within the college campus (during classes and exams).
- Two days covid-19 vaccination camp.

Governance Leadership And Management

- Publication of code of conduct and monitoring its adherence.
- Timely submission of AQAR.
- Regular meetings of IQAC in every quarter to review and to get suggestions .
- Timely submission of IQA ,SSR and DVV process and achieved pre-qualifier assessment.
- Initiative for constituting e-Learning cell.
- Organised meetings with staff members for quality enhancement and work culture.
- To furnish KPI timely and regularly to office.
- Faculty exchange programmes in different subjects were initiated.
- Proposal was kept for the benevolent scheme for self financing staff.
- Various workshop and training programs for faculty development (teaching and non teaching staff) were organised.
- To form the committee for internal administrative and academic audit .
- Documents for promotion under CAS scheme were assessed through duly constituted selection committee for providing 7000-8000 9000-10000 AGP to the faculty members and 12 faculty members were promoted to different stages.

Institutional Values And Best Practices

- Art and craft exhibition updated from college level to National level.
- Recitation of National Anthem and National Song at the time of opening and closing of the college.
- Vistaar -an initiative to create extra syllabus reading habits among students.
- Green brigade is working for the environmental consciousness and in the session 2020-21 collaboration has been made with Centre for Environmental Education, regional office, Lucknow.
- More concentrated for career oriented activities.
- Tackwando as an add-on course in the best practice of the College.
- Board activities viz Disha Wall magazine, Vistaar, Green Brigade and some others from science faculty are being conducted.