THE INTERNAL RANKING AND GRADING REPORT IN R/O GOVT COLLEGE NAURA

FOR THE ACCADEMIC SESSION 2023-24

1. **Teaching Learning (Score 93)**

| Sr. No. | Activity | Distribution of Scores | Total scores |
| --- | --- | --- | --- |
|  | **Mode of teaching**  (For reference see  ***Annexure 1.1.ii and iii)*** | 1. Lecture method only: =6 2. Technology-based teaching only: =6(6+6=12) 3. Flipped Classroom:=8 4. As per need of different groups of students: =5 | **25** |
| 2 | **Curriculum Planning and Implementation**   1. Teaching schedule= 10 2. Whether learning outcomes defined=5 3. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visits)=16 4. Internal assessment mechanism (quizzes, class test, presentation, assignments, MTT etc.) (Max. 4) 5. Prompt communication of assessment/results to students (e.g. displayed on college website/notice board/class groups/submitted to COE)   ***(see annexure 1.2.iii, 1.2.v)*** | 1. Followed 100%: = 10 2. 100%= 5 3. 4.0 X 3 No. of enrichment practices observed= 12 4. Followed by all departments = 8 5. Within 7 Days: 6 | **41** |
| 3. | **Add-on Courses/Certificate Courses** | NA | **Nil** |
| 4. | **Student feedback (taken from students with 80% attendance)**   1. Sample size 2. Student satisfaction 3. Action on feedback | 1. >25% = 5 2. 81-90%=08 | **13** |
| 5. | **Examination Results**   1. % of Students Passed 2. % of students with A Grade and Above 3. No. of Students in University Merit | * 1. 51-60% = 6   2. >20%= 8 | **14** |
|  | **Total score= 93/140** |  |  |

**2. Student Support, Services and Progression (Score 142)**

| Sr. No. | Activity | Distribution of Scores | Total Score |  |
| --- | --- | --- | --- | --- |
|  | **Pre and Post Admission Counselling**:   1. Admission schedule, courses available, student intake, eligibility conditions communicated through various media   ***(Uploaded on College website, Admission prospectus, and newspaper add)***   1. Student oriented about: Institution, students facilities, Library, Introductory session with faculty and staff, Academic calendar, requirements of credits per course, CCA and other requirements post admission | 1. Publicity through any 3 means= 5; 2. Post admission counselling/ induction:= 10 | **15** |
|  | **Scholarships:**   1. Awareness about different Scholarships Schemes and 100% coverage of all eligible students. 2. Scholarships other than Government Schemes | 1. 5 2. NA | **5** |
|  | **Sports and Cultural activities**   1. % of students participating in sports activities 2. % of students participating in cultural activities 3. Medal/Trophy won in Sports/Cultural activities: 4. National/Inter University 5. State/Inter college 6. District level | 1. >20%= 10 2. >20%= 10 3. c = 06 | **26** |
|  | **Students Participating in NSS/NCC/Rangers & Rovers/Clubs** | 1. NSS =4 2. Rangers & Rovers =4 3. Road Safety =4 4. Red Ribbon/Eco/Youth Red Cross/any other club/society =4 | **16** |

| Sr. No. | Category | Activity | Total Score |
| --- | --- | --- | --- |
| 5 | **NSS/NCC/Rangers & Rovers: participating in**   1. National/RD Parade. 2. State camps/Parade 3. Award won in these activities 4. National 5. State 6. Cluster level | NA | **NA** |
| 6 | **Anti-Drug Awareness Programmes**   1. No. of awareness programmes organised 2. % of students benefitted 3. Counselling of suspected addicts | 1. 3=3 2. More than 50%= 04 | **07** |
| 7 | **Gender Equity**   1. No. of health/sensitization programmes organised 2. % of women students benefitted 3. Women anti sexual harassment committees constituted as per norms   ***(Annexure 2.7.iii)***   1. Grievances Redressal as per timeline | 1. Yes: 2 2. Yes: 2 | **04** |
| 8 | Mentor-Mentee Groups: Sessions conducted per group of students | NA | **NA** |
| 9. | Coaching for national level competitive examinations/HAS | NA | **NA** |
| 10 | Remedial Classes/Bridge Courses:  % of students benefitted | Yes | **10** |
| 11 | **Capacity Building of Students**:   1. Life Skills (Yoga, Critical thinking and effective communication) | 1. =10 | **10** |
| 12 | **Career Counselling & Placement Cell**   1. No. of Career Counselling Sessions organised for each group of student 2. Number of Placement Drives 3. Self-employment modules organised 4. No. of students Benefitted | 1. less than 5=4 2. less than 2=2 | **06** |
| 13. | **Student Progression**   1. % of Students opted for Higher Education   ***(annexure 2.13)*** | 1. Upto 20%:=4 | **04** |
| 14 | **No. of Co-curricular and Sports Activities organised**  Intra-College Events (Annual Athletic Meet and Cultural Functions)  ***(Annexure 2.14)*** | Intra-College Events: 6 Each (Max. 9) | **09** |
| 15. | **Annual Prize Distribution Function Organized:**  ***(Annexure 2.15)*** | Yes: 10 | **10** |
| 16. | **College Magazine Published: (Yes/No)**  ***(Annexure 2.16)*** | Yes: 10 | **10** |
| 17. | **College website updated regularly or not** | Yes: 10 | **10** |
|  | **Total Score= 142/280** |  |  |

|  | **3.Infrastructure & Resources (Score 138)** | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
|  | SR. NO | | | ACTIVITY | SCORE | TOTAL |
|  | 1. | | | **Classrooms**  Classrooms well maintained | Yes=10 | **10** |
|  | 2. | | | **Library Facilities**   1. Whether adequate print books available 2. Whether daily newspaper (minimum 5), magazines (minimum 3) and journals available (minimum 3), available. 3. Whether access to e-resources available 4. Seating Capacity in the Library Use of library resources 5. Usage of library resources. 6. Digital Library having at least 5 computer systems with reliable internet facility. | 1. 500 books per hundred students= 3; 2. Yes=3, 3. No=0 4. 10% or more of the student strength =4 5. 100%=7 6. **Yes = 5** | **19** |
|  | 3. | | | **ICT Facilities:**   1. No. of Interactive Panels/ Virtual Classrooms Multimedia    1. Projectors/K-Yan 2. % of teachers using ICT facilities 3. No. of students benefitted from ICT facilities 4. Internet Connections- Leased Line/ Fibre Network/Wi- Fi campus (Yes/No) 5. Use of ICT facilities | 1. 5 or more= 5 2. >50%=5 3. >50%=5 4. Yes-5 5. 100% (optimum)= 5 | **25** |
|  | 4. | | | **Facilities for Specially-abled Students:**   * 1. Ramps/Wheel chairs/Support railing   2. Separate Washrooms | 1. Yes=2 2. Yes=2 | **04** |
|  | 5. | | | **Sports Facilities:**   * 1. No. of games/sports activity conducted   2. Indoor sport facilities   3. Adequate sport equipment   4. Gymnasium (Operational) | 1. More than 5=08 2. Yes=4 3. Yes=4 4. Yes=4 | **16** |
|  | 6. | | | **Auditorium/Hostels/Seminar Hall/Staff Quarters** | Seminar Hall-4 | **4** |
|  | 7. | | | 1. **Laboratories with adequate equipment according to syllabi** 2. **Usage of available Lab infrastructure** | 1. Yes=10 2. 100% =10 | **20** |
|  | 8. | | | 1. **Adequate numbers of computers** 2. **Usage of computer hardware** | 1. One system per 30 students=5; 2. 100%= 5 | **10** |
|  | 9. | | | **Canteen, Staff Room /Faculty Room, Space for NSS, Rangers & Rovers, Examination Room, Medical Care Facilities** | 2 point each facility (Max 10) | **10** |
|  | 10. | | | **Documentation of Academic, co- curricular and extracurricular activities and achievement of students and staff on regular basis.** | Yes=20  **(every record recorded in the IQAC record file)** | **20** |
|  |  | | | **Total Score= 138/160** |  |  |
|  | 4. Institutional Management (Score 183) | | | | | |
|  | **Sr. No.** | | | **Category** | **Activity** | **total** |
|  | 1. | | | **Institutional Vision**:   1. Vision Document 2. Institutional Development Plan 3. Plan of Action for Above | 6 Points each | **18** |
|  | 2. | | | **IQAC:**   1. No. of meetings per year | 1. 4 meetings=06 | **06** |
|  | 3. | | | **Management of Institutional Funds**:   * 1. Funds (BF, AF. PTA etc.) used/ spent for Institutional Development / student welfare   2. Periodic audit   3. Settlement of bills/advances within a specified time frame | 1. utilized >90% of the funds collected annually -10 2. Yes 02 3. Yes=04 | **16** |
|  | 4. | | | **Grievance Redressal of Students and Employees**   * 1. Redressal within week   2. Redressal within month   3. No redressal | 1. 10 2. 2 3. Nil | **10** |
|  | 5. | | | **Green and Clean Campus**:   * 1. Green initiatives of institution (at least 3)   2. Cleanliness in washroom, buildings/campus | 1. 6 2. Excellent =10 | **16** |
|  | 6. | | | **Facilities for Students:**   1. Common room for girls 2. Adequate toilets as per students' strength 3. Sanitary napkin vending machine/incinerator regularly put in use 4. CSCA room with proper furniture 5. Student centre for co-curricular activities and its regular usage 6. Regular use of playground | 03 for each facility | **18** |
|  | 7. | | | **Regular Updation of Service Books/Service Records** | Yes= 03 | **03** |
|  | 8. | | | **Timely Submission of ACRs** | Yes= 03 | **03** |
|  | 9. | | | **Prompt Response to Official Correspondence** | Yes= 05 | **`05** |
|  | 10. | | | **Proper maintenance of official records**  **(Cash books/Stock registers, Fund registers, Leave records, Fine fund etc.)** | Yes= 10 | **10** |
|  | 11. | | | **Proper record of students attendance and CCA** | Yes= 10 | **10** |
|  | 12. | | | **Whether ranked by NIRF, Other Agencies** | NO | **Nil** |
|  | 13. | | | **Whether accredited by NAAC** | Accredited (level 1)=10 | **10** |
|  | 14. | | | **Whether AQAR are being submitted as per timeline annually or not** | Yes= 12 | **12** |
|  | 15. | | | **Recognition for Exemplary Contributions by the Staff and Students** | YES | **04** |
|  | 16. | | | **Involvement of Stake Holders:**  i. PTA  ii. OSA | * 1. PTA constituted as per norms=1   2. PTA supportive = 1   3. Significant contribution of   PTA (enclose documentation proof) =10  a. OSA framed as per norms =1 | **13** |
|  | 17. | | | **Feedback by Stakeholders other than Students and action taken thereon** | Yes=04 | **04** |
|  | 18. | | | **Annual review meeting on students extra outcomes in academics, co-curricular, curricular and extension activities and action taken during next academic session for achieving excellence** | Yes=25 | **25** |
|  |  | | | **Total Score = 183/220** |  |  |
|  | **5. Best Practices, Innovation and Institution Distinctiveness (Score 62)** | | | | | |
|  | **Sr. No.** | | | **Activity** | **Distribution of Scores** | **Total** |
|  |  | | | **Best practices Description & Outcome of Best Practices** (Clean and Green campus, and Book bank) | 10 points per best practice | **20** |
|  |  | | | **Special Initiatives Taken for**:  Energy conservation/ use of Solar energy  Solid Waste  Segregation/Management   1. Rain water harvesting and its use for gardening and cleanliness 2. Plastic free campus 3. v Adoption of village/educational institutions | 04 points per initiative | **20** |
|  |  | | | **Social Impact of Extension Activities**: (On the basis of Community Feedback) | Minimum three activities= 10 | **10** |
|  |  | | | **Special New Innovative Initiatives Or Ideas Adopted in the College.** (Daily news board, Thought for the day and counselling of the drop outs) | 4 points each initiative (max.=12) | **12** |
|  |  | | | **Collaborations:** | 5 points each (Max. 15 points) | **NA** |
|  |  | | | **Total score= 62/80** |  |  |
|  | 1. **Faculty Profile & Research Activities (Score 50)** | | | | | |
|  | Sr. No. | | Activity | | Distribution of Scores | **total** |
|  |  | | **% of Teachers with Ph. D** | | Less than 50% =02 | **02** |
|  |  | | **Teachers as Research Guides** | | NA | **NA** |
|  |  | | **No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and .Workshops(one week or more) Attended by Teachers(in last three years)** | | 30%of faculty=10, | **10** |
|  |  | | **Projects/parents fellowships associate ship:** | |  | **NA** |
|  |  | | **No. of Paper Presented in Conferences/ Seminars/ Symposia (in last three years):**   1. International 2. National/Regional/State level | | 1. 02 point per paper presented01 point per paper presented | **08** |
|  |  | | **Seminars, Workshops, Conferences and Trainings organised by the Institution**   1. International level 2. National level 3. State level | |  | **NA** |
|  |  | | **No. of Paper Published**:  UGC Care List Journals  Non-UGC Care List Journals  Citations | | *Citation more than 20 for two papers*  *Papers in calendar year 2023-24 = 04* | **10** |
|  |  | | **Teachers' Special Innovative Ideas (Brief description thereof)** | | *NA* | **00** |
|  |  | | **No. of Books Published/Chapter in Books** | | 5 points per book and 2 points per chapter | **10** |
|  |  | | **Teachers Academic and Extension Activities:**  Resource person  Member of Board of Studies/Subject experts etc.   1. Popular articles | | Keynote speaker (Prof. Monica Bhardwaj | **04** |
|  |  | | **Awards by Recognised Organisations**:   1. International 2. National 3. State | | National builder award Dr. Gagan Singh Jaggi | **06** |
|  |  | | Total Score=**50/100** | |  |  |
|  | **7. Miscellaneous (Score 75**) | | | | | | **Activity** | **Distribution of Scores** |
|  | **Sr. no.** | | **Any Other Important Information or initiative not Covered Above (Self-Finance courses(BBA,BCA)/ IQAC function as incubation centre** | | **10 Each**  **(Max. 50)** | **30** |
|  |  | | **Spot evaluation of institutions by the Officers from the Directorate of Higher Education/representative of the Director of Higher Education.** | | **Visited in March, 2022** | **0** |
|  | | | **AG Audit Paras settled Upto date** | | **state audit and AG Audit Para pending** | **0** |
|  | | | **Local Audit Paras settled Upto date** | | **YES** | **05** |
|  | | | **Timeline adhered to in filing reply of court cases / RTI Applications/Public grievances received through Mukhyamantri Seva Sankalp 1100 and Centralised Public Grievance Redress and Monitoring System (CPGRAMS)** | | **Yes** | **10** |
|  | | | **Invited speakers on various themes relevant to holistic development of students.** | | **Yes** | **10** |
|  | | | **Skill Development Training (at least 20% benefited)** | |  |  |
|  | | | **Skill Development Training (at least 20% benefited)** | |  | **20** |
|  | | **TOTAL SCORE = 75/120** | | | | |
|  | |  | | | | |