

# The Annual Quality Assurance Report (AQAR) of the IQAC

(July 1, 2013 To June 30, 2014)

## Part – A

### I. Details of the Institution

1.1 Name of the Institution	Awadhesh Pratap Singh University
1.2 Address Line 1	Sirmour Road
Address Line 2	Rewa
City/Town	Rewa
State	Madhya Pradesh
Pin Code	486003
Institution e-mail address	vcapsu@gmail.com
Contact Nos.	07662-233819
Name of the Head of the Institution:	Prof. R. M. Mishra
Tel. No. with STD Code:	07662-233819
Mobile:	09425184849
Name of the IQAC Co-ordinator:	Prof. A.K. Shrivastava

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++	65.05	2003	2003-2008
2	2 <sup>nd</sup> Cycle	NA	NA	NA	NA
3	3 <sup>rd</sup> Cycle	NA	NA	NA	NA
4	4 <sup>th</sup> Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

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 for the year 2009-10 03/11/2014 (DD/MM/YYYY)
- ii. AQAR for the year 2010-11 03/11/2014 (DD/MM/YYYY)
- iii. AQAR for the year 2011-12 03/11/2014 (DD/MM/YYYY)
- iv. AQAR for the year 2012-13 03/11/2014 (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)

Life Science, Social Science, Home Science

### 1.12 Name of the Affiliating University (for the Colleges)

N/A

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

Autonomy by State/Central Govt. / University State Govt.

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="√"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="Fourteen (14)"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="Four (04)"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="one (01)"/>
2.5 No. of Alumni	<input type="text" value="Two (02)"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="One (01)"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="One (01)"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="Twenty One (21)"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="11"/> Faculty <input type="text" value="05"/>
Non-Teaching Staff	<input type="text" value="03"/>
Students	<input type="text" value="03"/>
Alumni	<input type="text" value="02"/>
Others	<input type="text" value="01"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text"/> No <input checked="" type="text" value="√"/>
If yes, mention the amount	<input type="text" value="NA"/>

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

- Golden Era of Indian Mathematics.

2.14 Significant Activities and contributions made by IQAC

- Zero-tolerance to plagiarism
- Zero-tolerance to ragging
- Academic Audit
- Green Environment Monitoring

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
Zero-tolerance to plagiarism	In the university due to zero-tolerance policy towards plagiarism, no such case was reported despite rigorous checking.
Zero-tolerance to ragging	Ragging is totally banned in the University. Due to wide publicity and strict action even in case of slight breach of discipline the anti-ragging policy was a total success on the campus.
Academic Audit	A comprehensive academic audit is conducted in the university following standard academic norms.
Green Environment Monitoring	Green Environment Monitoring through Forest Dept. Govt of M.P. was accomplished and with a huge plantation drive.

\* Attach the Academic Calendar of the year as Annexure. (See Annexure-02)

2.15 Whether the AQAR was placed in statutory body

Yes  No

Management

Syndicate

Any other body

Provide the details of the action taken

After thorough appraisal, duly approved details are available in IQAC Proceedings.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	33	-		
PG	25	01	14	14
UG	06	-	06	06
PG Diploma	04	-	03	04
Advanced Diploma	01	-	-	-
Diploma	02	-	-	-
Certificate	01	-	-	-
Others (M.Phil.)	25	01	23	-
<b>Total</b>	<b>97</b>	<b>02</b>	<b>46</b>	<b>24</b>
Interdisciplinary	-	-	-	-
Innovative (PG)	-	-	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

Core and Elective both

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	63
Trimester	-
Annual	03

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 (See Annexure-03)*

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

Yes, syllabus are updated / revised through Board of Studies as per university provisions  
The syllabi for the UG course are being framed by the Central Board of Studies

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

M. Phil. Micro Biology; M.C.A.

**Criterion – II**

**2. Teaching, Learning and Evaluation**

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
28	19	07	02	-

**2.2 No. of permanent faculty with Ph.D.** 28

**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
-	18	-	15	-	14	-	-	30	47

**2.4 No. of Guest and Visiting faculty and Temporary faculty**

Guest : 94

Visiting : 56

Temporary : -

**2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	16	62	06
Presented papers	12	31	04
Resource Persons	04	24	01

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

- Interactive teaching
- Group Discussions
- Role play and fire-B exercises
- Class Seminar & Assignments
- Learning through Audio-Visual clips
- Live Projects & Field Visits
- Extra classes for weak and short attendance students
- Use of CD and Video in teaching-learning

**2.7 Total No. of actual teaching days during this academic year** 187 days

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

Weightage for regular attendance in Internal Assessment, Comprehensive Continuous Evaluation (CCE), inclusion of multiple choice, short answer type and long answer type questions in the semester end examination papers, Internal Assessment through classroom presentations.

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

28	22	19
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**2.10 Average percentage of attendance of students**

76%

**2.11 Course/Programme wise distribution of pass percentage :**

Type of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	850	12	73	08		93
PG	1325	42	50	03		95
M.Phil.	474	60	38			98
PG Diploma	88	09	78	04		91
Certificate	02	25	75			100



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

- Students' feedback about the performance of teachers is taken and corrective actions are taken.
- IQAC regularly interacts with different stakeholders of the teaching departments, reviews the initiatives taken up by the department.
- IQAC advises and gives suggestions after evaluation to improve the teaching and learning process, introducing modern gazettes and computation in teaching-learning.
- Academic audit of the departments is also monitored by IQAC and regular feedback is given.
- IQAC also interacts with the Departmental Councils that regularly monitors the admission process and entrance test, time-tables, syllabus, seminars, tutorials, internal examination, dissertation, and project work, co-curricular activities, evaluation of SUPW etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	05
Others (Interaction Programmes)	01

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	209	38	03	-
Technical Staff	33	11	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Admission through entrance examination followed by counselling for M.Phil./Ph.D.
- Special lectures/interface programmes by eminent scholars
- Visits to various institutes for practical training and skill development
- Continuous interaction of the scholars, faculty with peers from diverse fields
- Encouraging interdisciplinary researches and dissemination of its output to society
- Peer review and recognition of quality research work
- Zero tolerance towards plagiarism in research
- Regular training of dissertation and research paper writing

#### 3.2 Details regarding major projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
Number	-	04	-	-
Outlay in Rs. Lakhs	-	37.00 Lacs	-	-

#### 3.3 Details regarding minor projects

	<b>Completed</b>	<b>Ongoing</b>	<b>Sanctioned</b>	<b>Submitted</b>
Number	01	-	-	-
Outlay in Rs. Lakhs	1.50	-	-	-

#### 3.4 Details on research publications

	<b>International</b>	<b>National</b>	<b>Others</b>
Peer Review Journals	29	75	-
Non-Peer Review Journals	-	14	-
e-Journals	11	11	-
Conference proceedings	08	30	-

#### 3.5 Details on Impact factor of publications: Unable to Trace the Impact Factor

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	03	CSIR,DRDO	12 Lakh	12 Lakh
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>	2008-13	ICHR		
Any other(Specify)	2013-14	UGC	25 Lakh	25 Lakh
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			02	04	
Sponsoring agencies			MPCST	APS UNIVERSITY	

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	25.5 Lakh	From Management of University/College	5 Lakh
Total	30.5 Lakh		

3.16 No. of patents received this year

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

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
10	-	03	03	04	-	-

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

31

133

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

56

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

JRF 05      SRF 04      Project Fellows 02      Any other 06

3.21 No. of students Participated in NSS events:

University level 680      State level 450  
National level 40      International level 06

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 06      State level 07  
National level 02      International level

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="201"/>	College forum	<input type="text" value="304"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="490"/>	Any other	<input type="text" value="10"/>

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

- Management festival for overall development of students
- Medical Checkup camps
- Campus Cleaning drive
- Social welfare for communities
- Promotion of competitive spirit through sports and yoga among school and college students
- Celebration of Youth Festival – Inter-Class, Inter-Collegiate, Inter-District, Inter-University, Western Zone, National Level competitions
- Celebration of Gandhi Jayanti as "Nasha Mukti Diwas" .
- Celebration of Vivekanand Jayanti
- Dean Students' Welfare-Cultural Cell organized workshop for inculcating Drama, Dance and Literary awareness amongst students
- Admission Counselling to UG students for Admission to postgraduate programmes in University affiliated colleges.
- World Tourism Week Celebration.
- NSS plantation programmes
- Blood Donation Camps
- Anti drug addiction, Heritage Protection awareness, World Heritage day, Tourist product awareness programme 2 Sept (World Tourism day).
- Environmental Awareness
- Voting Rights Awareness Programme.

## 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	258 acres			
Class rooms	59	03	UGC	62
Laboratories	27			27
Seminar Halls	16	01	UGC	17
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	44	03	UGC/UNIV/SSP	47
Value of the equipment purchased during the year (Rs. in Lakhs)	603.55 Lakhs	17.5 Lakhs	UGC/UNIV/SSP	621.05 Lakhs
Others - Library	-	-		-

#### 4.2 Computerization of administration and library

- The examination and confidential sections is being computerized.
- The payroll system is computerised.
- Result declaration procedure has been computerised. In house software for result processing has been developed.
- Computerisation and establishment of e-library in Central Library is in progress.
- Online Admission, enrolment, examination form filling, submission of internal and practical marks for all semester exams.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs)	No.	Value (Rs)	No.	Value (Rs)
Text Books	59700	181.67 Lakhs	2300	38.00 Lakhs	62000	291.67 Lakhs
Reference Books	4056	10.50 Lakhs	77	2.58 Lakhs	4133	13.08 Lakhs
Journals	82	0.65 Lakhs	100	-	-	-
e-Books	59	-	11	-	-	-
e-Journals	Through Inflibnet*	-	10	-	-	-
Digital Database	22	-		-	-	-
CD & Video	01	-	10	0.11 Lakhs	-	-
M.Phil. Dissertations	86	0.7 Lakhs	-	-	-	-

\* under UGC INFONET, Digital Library Consortium

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	309	88	71	-	86	35	70	30
Added	55	25	42	-	03	19	07	0
Total	364	113	113	-	89	54	77	30

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

- High Bandwidth Internet facility to teachers, administrative staff, research scholars and students through the Computer Centre, Central Library, University Teaching Departments and Administrative Block.
- Access to e-journals and books through online portals.
- IT awareness programmes are regularly conducted to the students.
- Strengthening ICT and computational skills by applying languages and softwares.
- Access to virtual library and Bioinformatics tools.
- Training programme on IT.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	1.45
ii) Campus Infrastructure and facilities	64.82
iii) Equipments	2.64
iv) Others	3.49
<b>Total :</b>	<b>72.40</b>

### Criterion – V

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Computer education and tutorials for competitive exams
- Sport and gym facility for students
- Medical facility for students
- Collection, maintenance and preservation of manuscripts and antiques of historical importance
- Vocational, Psychological and Legal counselling
- Remedial classes to ST/SC/OBC for competitive examinations
- Environment consciousness through plantation, plastic-free zone
- Assisting students with placements/ fellowships
- Industrial Tour/Visit
- Book Bank for students

5.2 Efforts made by the institution for tracking the progression

- Departmental Council regularly keeps a track on attendance, regularly interact with the students and address the grievances, provide counselling at the time of admission to help them to select subjects and after examination in job placements
- Their placement records are kept in the departments as far as possible
- The remedial coaching centre regularly keeps a track on the fate of competitive examination of ST/SC/OBC students
- Post matric scholarships for SC/ST/OBC students are provided through Dean Students Welfare as per M.P. Govt. rules.
- Employees wards are provided half fee concession
- Female students are exempted full tuition fees in all the regular courses of the University.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
850	1325	229	564

(b) No. of students outside the state

251
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(c) No. of international students

-
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Men	No	%	Women	No	%
	2003	67		965	33

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1121	260	48	508	-	1937	1576	491	270	631	-	2968

Demand ratio : 1:2.40

Dropout % : 1.25



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

- Coaching classes for SC/ST/OBC and minority students
- Informal consultancy for job placements

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="10"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="03"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="01"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="05"/>

5.6 Details of student counselling and career guidance

- Regular counselling sessions with students and parents for selection of subjects
- For dissertation and project work extensive interaction with resource persons
- Psychological counselling provided to students free of cost.

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
12	115	28	390

5.8 Details of gender sensitization programmes

- Well established Women Anti-harassment cell in the University
- Two days workshop on Empowerment of tribal women
- Women Studies and Research Centre for empowering women by providing value added and job oriented programmes
- Guest lectures are organised to create gender awareness among the students community.

## 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 (Rs.)
Financial support from institution	45	1.50 Lakhs
Financial support from government	860	203.52 Lakhs
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:

- Water purifier system provided.
- Internet facilities provided in the university departments.
- Visits of lady doctor in female hostels.
- T.V. and Direct to home (DTH) facilities at hostel
- The university has addressed the students' grievances related to examinations and results .

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

#### **Vision**

Creating an ideal society and intellectual environment that initiates, nourishes and perpetuates values of co-existence and fulfillment of achieving excellence.

#### **Mission**

To provide quality education, develop human resource and improve literacy and improving socio-economic status of the society as a whole in general and deprived sections of the society in particular.

6.2 Does the Institution has a management Information System

Yes, there is a MIS system in the university through which we communicate regarding various administrative, financial and academic activities.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Departmental Committees discusses curriculum and delivery mechanisms
- Board of Studies (BOS) in consultation with external experts formulates the syllabus
- Faculty followed by Academic Council approves the syllabus
- UG syllabi are framed by Central Board of Studies of all the Universities of M.P.

6.3.2 Teaching and Learning

- Remedial classes
- Training in application of MS Office etc.
- Protocol based training •
- Problem solving, Case study analysis, Seminars and Workshops
- Field teaching, Micro-teaching

6.3.3 Examination and Evaluation

- CCE and Class test/Seminars/Assignments/Projects for hand-on training
- Repeated internal tests with access to the answer scripts to the students

6.3.4 Research and Development

- Regular meetings of RDC are held
- Case history evaluations
- Counselling to Masters' students for Ph.D.
- Encouragement to research scholar to participate in Conferences

- Imparting skills of writing quality research papers and theses
- Publication of scholarly papers/review of literature
- Research projects
- Publication of quality research; Collaboration with other Universities.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Digitization of records
- Cataloguing and Computerization
- Bar Coding
- Multimedia projectors
- Smart classes

#### 6.3.6 Human Resource Management

- Providing opportunities for upgradation
- Job guidance and Liaison
- Timely disposal of files by administrative and technical staff
- Interaction with visiting scholars, civil society and industrialists
- Computational skill development among administrative staff
- Workshop for capacity and skill development.

#### 6.3.7 Faculty and Staff recruitment

- Global advertisement of vacant faculty positions through website.
- Appointment is done through statutory selection committee
- The regulations laid by UGC, AICTE, NCTE, MCI, BCI etc. are rigorously followed
- In lieu of regular faculty, guest lecturers are invited for teaching

#### 6.3.8 Industry Interaction / Collaboration

- Capacity Building Programme with NTPC, Singrauli
- Environmental related activities with NEERI, Nagpur
- Biopharmaceuticals and Biotechnology with NBFGR, Lucknow and GENNOVA, Pune
- Interaction with M.P. Tourism Dept. for promoting Tourism.

#### 6.3.9 Admission of Students

- On the basis of merit, written test and personal interview

#### 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>• GIS, Medical Facilities, Loan from TBF, 50% to 100% tuition fee waiver to faculty dependents.</li> <li>• Creation of seats over and above upto 5% of total seats for admission to dependent.</li> </ul>
.Non teaching	<ul style="list-style-type: none"> <li>• GIS, Medical Facilities, Loan from EWF, Grain / Festival Advance, 50% to 100% Tuition Fee Waiver to dependents of employees.</li> <li>• Creation of seats over and above upto 5% of total seats for admission to dependents.</li> </ul>
Students	<ul style="list-style-type: none"> <li>• Rail Ticket Concession &amp; Insurance .</li> <li>• Book Bank facility.</li> </ul>

6.5 Total corpus fund generated

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	-	-	<input checked="" type="checkbox"/>	Committees
Administrative	-	-	<input checked="" type="checkbox"/>	Committees

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?

The BOS suggested new pattern for examination question papers including objective type, short answer and long answer. The recommendation has been executed.

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

Four colleges have been given autonomy as per UGC's norms.

6.11 Activities and support from the Alumni Association

- Help in Student's placement & Jobs
- Linkage of Industries & University
- Monitor the quality of content & delivery of mechanism of curricula
- Visitors Register

6.12 Activities and support from the Parent – Teacher Association

- Feedback on quality of curricula
- Appraisal of students' performance

6.13 Development programmes for support staff

- Meditation Programme
- Computer Training programmes for office staff.
- Personality Development Programme

- Organisation of recreation tours.
- Best employee and Best Teaching Department Award.

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

- Plantation, university has developed two protected forest regions to make the campus green.
- Use of CFL/LED/High Mask LED for campus during night with automatic on/ off system
- Social Forestry with the cooperation of Forest Department of Madhya Pradesh Govt. A wing of EPCO Rural (Govt. of MP) is also function in our university.
- Huge water recharge tank in the 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.

- To check the fake mark sheets; Photograph of the candidate is being printed in the mark sheet.
- Two fold security system has been introduced to check the forged degrees.

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

- To monitor the regular teaching the time tables submitted by the respective Head of Departments were strictly monitored. To overcome the scarcity of regular teaching faculty additional guest faculty were appointed on the recommendation of respective Heads of the departments.

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

- Green culture: Tree plantation and its monitoring to develop eco-friendly campus.
- Transparent admission procedure: The admission procedure has been made on-line

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

**See Annexure-04 (i & ii)**

7.4 Contribution to environmental awareness / protection

- The department of Environmental Biology and Department of Chemistry organized World environment day.
- The NSS wing of University organized three one-day camp for tree plantation. As Extension services several camps were organized in rural area to provide environment awakening
- All the departments and employees of the University participated in the social forestry programme.

7.5 Whether environmental audit was conducted? Yes  No

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

- To inculcate moral and ethical values among the inmates many lecture series are being organized throughout the year. Eminent scholars are being invited to deliver their talks on different sphere of life.
- University is participating in national youth development activities organized by the AIU and State youth affairs division. Our students are also participating in inter university and state sports activities.
- University is unique in promoting Cricket by developing turf wicket as per BCCI norms and university.

### **8. Plans of institution for next year**

- Human Resource - Appointment of regular teaching, administrative and technical staff
- Library Automation and Networking
- Implementation of e-Governance
- Up-gradation of Central Instrumentation facilities
- To open Regional Centres of the University for more effective governance.

  
Signature of the Coordinator, IQAC

  
Signature of the Chairperson, IQAC

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

\*\*\*\*\*





राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

बिहारविश्वविद्यालय अखण्ड आयोग का स्थापक संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
An Autonomous Institution of the University Grants Commission

## Certificate of Accreditation

*The Executive Committee of the*

*National Assessment and Accreditation Council*

*on the recommendation of the duly appointed*

*Peer Team is pleased to declare the*

**Awadhesh Pratap Singh University**

*Rewa, Madhya Pradesh*

**Accredited**

*at the C++ level.*

*(among the Universities)*



Date: March 21, 2003

*Ushuani*  
Director

This certification is valid for a period of Five years with effect from the academic year 2002-2003. An institutional score (S) in the range of 55 and upwards 'C' grade and up to 54 'C++' grade. An institutional score in the range of 50 and upwards 'B' grade and up to 49 'B++' grade. An institutional score in the range of 45 and upwards 'A' grade and up to 44 'A++' grade.

## Quality Profile

Annexure 01

Name of the Institution : Awadhesh Pratap Singh University  
Place : Rewa, Madhya Pradesh

Criterion	Criterion Score (C)	Weightage (W)	Criterion X Weightage (C x W)
I. Curricular Aspects	72	15	1080
II. Teaching-Learning and Evaluation	68	25	1700
III. Research, Consultancy and Extension	57	15	855
IV. Infrastructure and Learning Resources	70	15	1050
V. Student Support and Progression	65	10	650
VI. Organisation and Management	60	10	600
VII. Healthy Practices	57	10	570
		100	$\Sigma C_i W_i = 6505$

Institutional Score =  $\frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{6505}{100} = 65.05$

*Ushuani*  
Director



Annexure - 02

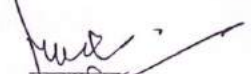
## अवधेश प्रताप सिंह विश्वविद्यालय, रीवा(म.प्र.)

क्रमांक/प्रशासन/2013/830-A

दिनांक 8-5-13

### अधिसूचना

कार्यालय आयुक्त उच्च शिक्षा संचालनालय, सतपुड़ा भवन भोपाल के पत्र क्रमांक/283/38/आउशि/अका.प्रकोष्ठ/2013 भोपाल दिनांक 3.4.2013 के आदेशानुसार महामहिम राज्यपाल एवं कुलाधिपति जी द्वारा अनुमोदिन अकादमिक कैलेण्डर सत्र 2013-14 लागू किया गया है। अकादमिक कैलेण्डर सत्र 2013-14 में उल्लेखित समस्त गतिविधियों को समयावधि में पूर्ण करते हुए इस विभाग को अवगत कराना सुनिश्चित करें।



  
कुलसचिव

पृष्ठांकन क्रमांक/प्रशासन /2013/ 830-B

रीवा, दिनांक 8-5-13

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित-

1. सचिव/आयुक्त उच्च शिक्षा संचालनालय सतपुड़ा भवन भोपाल की ओर अवलोकनार्थ।
2. क्षेत्रीय अतिरिक्त संचालक उच्च शिक्षा रीवा सम्भाग रीवा की ओर सूचनार्थ।
3. समस्त सम्बद्ध महाविद्यालय की ओर आवश्यक कार्यवाही हेतु पालनार्थ।
4. उपकुलसचिव गोपनीय, परीक्षा, अकादमिक, विकास की ओर पालनार्थ।
5. अधिष्ठाता छात्र कल्याण विभाग की ओर आवश्यक कार्यवाही हेतु।
6. अधिष्ठाता, महाविद्यालय विकास परिषद की ओर आवश्यक कार्यवाही हेतु।
7. कुलपति जी के सचिव/कुलसचिव के निज सहायक

  
उपकुलसचिव(प्रशासन)  


कार्यालय, आयुक्त उच्च शिक्षा मध्यप्रदेश  
सतपुड़ा भवन, भोपाल 462004

दूरभाष एवं फ़ैक्स-0755-2551574 E-mail-commhedu@gov.in

आदेश

भोपाल, दिनांक 03/4/2013

क्रमांक 283/38/आउशि/अका.प्रको/2013, राज्य शासन एतद् द्वारा महामहिम कुलाधिपति जी के अनुमोदन पश्चात मध्यप्रदेश के शासकीय/अशासकीय महाविद्यालयों के लिये सत्र 2013-14 हेतु अकादमिक कैलेंडर जारी करता है ।

( डॉ० व्ही.एस.निरंजन )  
सचिव/आयुक्त  
उच्च शिक्षा मध्यप्रदेश

पृ० क्रमांक 284/38/आउशि/अका.प्रको./2013 भोपाल, दिनांक 03/4/2013  
प्रतिलिपि:-

1. प्रमुख सचिव, मध्यप्रदेश शासन, उच्च शिक्षा विभाग, मंत्रालय, भोपाल ।
2. विशेष सहायक, माननीय मंत्री जी, उच्च शिक्षा, मध्यप्रदेश शासन, भोपाल ।
3. कुल सचिव, भोपाल, इंदौर, जबलपुर, ग्वालियर, रीवा, सागर एवं उज्जैन, विश्वविद्यालय, मध्यप्रदेश ।
4. समस्त क्षेत्रीय अनिरीक्त संचालक, उच्च शिक्षा मध्यप्रदेश ।
5. प्राचार्य, समस्त शासकीय/अशासकीय महाविद्यालय मध्यप्रदेश ।

( डॉ० व्ही.एस.निरंजन )  
सचिव/आयुक्त  
उच्च शिक्षा मध्यप्रदेश

प्रस्तावित अकादमिक कैलेंडर सत्र 2013-14

(समस्त कक्षाओं के लिए प्रभावशील)

अकादमिक कार्य	प्रथम/तृतीय/पंचम सेमेस्टर	द्वितीय/चतुर्थ/षष्ठ सेमेस्टर
आरंभिक कक्षाएं/शून्य कक्षाएं/स्वॉट विस्तरेषण	01 जुलाई से 13 जुलाई 2013 (12 कार्य दिवस)	01 जनवरी से 04 जनवरी 2014 (04 कार्य दिवस)
शैक्षणिक एवं सतत समग्र मूल्यांकन कार्य	15 जुलाई से 09 नवम्बर, 2013 (91 कार्य दिवस)	06 जनवरी से 19 अप्रैल 2014 (90 कार्य दिवस)
ए.सी.ई. कार्य	सितम्बर द्वितीय सप्ताह	मार्च द्वितीय सप्ताह
परीक्षा पूर्व तैयारी अवकाश	10 नवम्बर से 14 नवम्बर 2013 (05 कार्य दिवस)	20 अप्रैल से 23 अप्रैल 2014 (04 कार्य दिवस)
प्रायोगिक परीक्षाएं (स्नातक एवं स्नातकोत्तर कक्षाएं)	15 से 31 अक्टूबर 2013 तक (कोई 03 कार्य दिवस)	25 मार्च से 10 अप्रैल 2014 तक (कोई 03 कार्य दिवस)
सेमेस्टर एवं एटीकेटी परीक्षा	15 नवम्बर से 21 दिसम्बर 2013	24 अप्रैल से 25 मई 2014
परीक्षा परिणामों की घोषणा	15 जनवरी 2014 तक	15 जून 2014 तक
सेमेस्टर अंतराल (ब्रेक) विद्यार्थियों के लिए	22 दिसम्बर से 31 दिसम्बर 2013 (10 दिवस)	26 मई से 30 जून 2014 (35 दिवस)
सेमेस्टर अंतराल (ब्रेक) शिक्षकों के लिए *	22 दिसम्बर से 31 दिसम्बर 2013 (10 दिवस) *	26 मई से 15 जून 2014 (21 दिवस) *

- छात्रसंघ गठन : माह सितम्बर/अक्टूबर, 2013
- खेलकूद/युवा उत्सव/अन्य गतिविधियाँ (एक सप्ताह) : माह अक्टूबर, 2013
- दीपावली अवकाश : 01 नवम्बर से 05 नवम्बर, 2013 तक
- वार्षिकोत्सव/पुरस्कार वितरण एवं वार्षिक पत्रिका का प्रकाशन एवं विमोचन : माह फरवरी अंतिम सप्ताह/मार्च प्रथम सप्ताह, 2014 (अधिकतम 4 दिवस)

टीप :

- (1) अपरिहार्य कारणवश शैक्षणिक कार्य निर्धारित मानक दिवसों से कम होने की दशा में, महाविद्यालय/विभिन्न स्तर पर शैक्षणिक कालखण्डों की अधि में आवश्यकतानुसार वृद्धि कर शैक्षणिक दिवसों की पूर्ति की जावे ताकि अकादमिक कैलेंडर का पालन समयानुसार सुनिश्चित किया जा सके।
- (2) स्नातक एवं स्नातकोत्तर प्रथम सेमेस्टर के अतिरिक्त अन्य सभी कक्षाओं में प्रवेश हेतु मार्गदर्शी सिद्धांत (2013-14) में उल्लेखित प्रवेश नवीनीकरण प्रक्रिया को अपनाते हुए शैक्षणिक कार्य प्रारंभ करना सुनिश्चित किया जावे।
- (3) सेमेस्टर अंतराल (ब्रेक) के दिवसों में एनएसएस/एनसीसी के शिविरों के आयोजन को प्राथमिकता प्रदान की जावे ताकि कार्य दिवसों का मानक लक्ष्य यथावत् बना रहे। सक्षम अनुमति प्राप्त कर अकादमिक पर्यटन/टूर/सोमीनार/कार्यशाला/संगोष्ठी/प्रशिक्षण कार्यक्रम भी इसी दौरान आयोजित किये जावें।
- (4) स्नेह सम्मेलन वार्षिकोत्सव, पुरस्कार वितरण एवं वार्षिक-पत्रिका का प्रकाशन तथा विमोचन 09 मार्च 2014 के पूर्व कर लिया जावे।

\* सेमेस्टर अंतराल में आवश्यकतानुसार महाविद्यालय के प्राचार्य द्वारा शिक्षकों को रोका जा सकेगा।



प्रस्तावित अकादमिक कैलेंडर सत्र 2013-14

(समस्त कक्षाओं के लिए प्रभावशील)

प्रथम सेमेस्टर - कार्य दिवसों की गणना

क्रमांक	माह	दिवस	अवकाश	दिवस
1	जुलाई 2013	31	4 रविवार + 0 अवकाश	27
2	अगस्त 2013	31	4 रविवार + 4 अवकाश	23
3	सितम्बर 2013	30	5 रविवार + 0 अवकाश	25
4	अक्टूबर 2013	31	4 रविवार + 3 अवकाश	24
5	नवम्बर 2013	30	4 रविवार + 1 अवकाश	25
6	दिसम्बर 2013	31	5 रविवार + 1 अवकाश	25
	कुल दिवस	184	184-35	149

द्वितीय सेमेस्टर - कार्य दिवसों की गणना

क्रमांक	माह	दिवस	अवकाश	दिवस
1	जनवरी 2014	31	4 रविवार + 2 अवकाश	25
2	फरवरी 2014	28	4 रविवार + 1 अवकाश	23
3	मार्च 2014	31	5 रविवार + 2 अवकाश	24
4	अप्रैल 2014	30	4 रविवार + 4 अवकाश	22
5	मई 2014	31	4 रविवार + 1 अवकाश	26
6	जून 2014	30	5 रविवार + 0 अवकाश	25
	कुल दिवस	181	181-36	145

(डॉ० व्ही.एस. निरंजन)  
सचिव/आयुक्त 21/11/13  
सच्च शिक्षा मध्यप्रदेश

**Awadhesh Pratap Singh University, Rewa (M.P.)**

**Analysis of Feedback(2013-14)**

Feedback from various stakeholders was periodically received through the various university teaching department. The feedback forms sent to the departments were filled by the students and the responses were analysed by the faculty of the department.

- The opinion of the students about the curriculum of various theory papers was taken as feedback.
- The opinion of students about the teaching quality of each of teacher was also obtained in an indirect manner.
- The students were asked for the reason why they have selected the course of their study. Through this a feedback was taken about the relevance of the course concerned.
- On the basis of the above feedback's analysis data received from the departments, concrete suggestions and guidelines were given by the IQAC to the various departments and the concerned authorities of the university.



## **BEST PRACTICES**

### **Title**

#### **Green culture**

Tree plantation and monitoring to develop eco friendly campus. The university has taken a tree plantation drive under the scheme of Social Forestry of Forest Department of Govt. of Madhya Pradesh. The plantation drive is also carried out every year through the NSS unit of the university. For this purpose the plants are also provided by the forest department. Although, there is no formal green audit of the campus, but there is a concern and dedicated effort of maintaining a green campus. Regular plantation and maintenance of campus greenery is ensured under the supervision of Campus Development In-charge.

### **Objectives**

The university is located on a plateau and away from city traffic and industrial pollution. Regular plantation policy of the university aims to contribute towards carbon credits and to maintain healthy and pollution free atmosphere.

### **Context**

Plantation : The plantation block developed in the campus under the University Energy Plantation Programme initiated in 1994 and funded by Department of Non-conventional Energy Sources (DNES), New Delhi. A total of 20 different species of plants are grown in the campus.

- (i) Energy Conservation: The new buildings of the campus are designed in consultation with the experts to provide proper air and

light ventilation in order to reduce electrical energy consumption. Cavity walls and high roof ventilations have been constructed to facilitate the cause.

- (ii) Traditional bulbs and tube lights in most places have been replaced by CFLs and LEDs to conserve electrical energy.
- (iii) The university adheres to EEC compliance technology while purchasing equipments, computers, ACs and Refrigerators etc. to conserve energy.

**Water Harvesting:** University has developed a huge water reservoir in the campus to accumulate the rain water. This reservoir is a source of water to the residential area of the university and the neighbouring locality. It has increased the water level of the campus and the adjoining area.

### **Practice**

- Annual and seasonal plantation drives like Van Mahotsav, Hariyali Mahotsav.
- Plantation in campus is done on regular basis on each Foundation Day, Independence Day and Republic Day. The staff and students are encouraged to take active part in these activities. It is ensured to grow and conserve such plants by proper protection through tree guards and regular monitoring.
- Besides all these activities, the World Environment Day is also observed on the 5<sup>th</sup> June, which is celebrated by organising plantation drive and awareness programmes including competition of speech, essay writing, painting etc.
- Initially this hard lateritic plateau had very sparse vegetation. The biodiversity plantation in the university campus has been initiated over a period of time. During the last seven years about 2100 plants were planted with selected tree species covering an area of about 60 acres.

- The residents of the university campus have been encouraged to plant various fruit tree which has added to the diversity and beauty of the campus. Special derives have been initiated to eradicate ‘Gazar Grass’ from the campus. Presently, a sizable portion of the campus under a green cover.
- The Department of Biotechnology has a facility to carry out radioactive waste discarding work. All radioactive waste collected so far have been safely discarded.
- The university campus has been declared as tobacco free and plastic free zone to promote a ‘green campus’. Signboards have been installed in the university campus at the prominent places to ensure its proper execution.

### **The Evidence of Success**

- About 60 acres of land in the campus has been covered by green belt.
- Paan & ciggerete shops have been displaced from the university campus.
- A huge water reservoir has been created in the north east corner of campus.
- Sign boards for tobacco free and polythene free campus have been installed in the university premises. Dustbin have been placed to ensure the cleanliness in the campus.

### **Problems encountered & Resources Required**

- Despite dedicated efforts, we have not been able to restrict the trespassing human & cattle in the campus. The construction of boundary wall is near completion which would ensure the campus safety in future. We require special fund from the funding agencies to cover and safe our complete campus by boundary wall.
- Though, we have taken essential steps to make our campus tobacco free, but the people of this region have a tradition of consuming

tobacco products for long time. Hence, counselling efforts are taken up to overcome this problem. Use & disposal of polythene is a universal problem, it is a cultural issue that has to be resolved over a period of time.

- Water of this area is very hard due to high calcium content. Steps are taken to set up water treatment plant with the help of Local PHE administration.
- We require funds to develop the traditional ponds into picnic spots and encourage proper use of water resources.

## **BEST PRACTICES**

### **Title**

**Transparent admission procedure**

### **Objective of the Practice**

In the university, all the departments follow the strict reservation policy as per M.P. Govt. in the admission process.

The admission procedure of university has been made transparent for which relevant rules, instructions are provided in admission brochure and direction. In the university all the departments follow the strict reservation policy as per M.P. Govt reservation policy and direction.

### **The Context**

After open advertisement, students are asked to submit their admission forms in the respective departments, where all the departments prepare the list of candidates who applied for the admission. After written test the candidates are asked to appear for oral test where experts take interview of each one to examine their ability and subject knowledge. After this a consolidated list is prepared giving proper weightage for various achievements and by adding all the marks reservation policy laid down by Govt. of M.P.the final admission considering list is published.

### **The Evidence of success**

In fact the personal interview reveals that sometimes the candidates who obtained very high marks in their undergraduate are having very poor basic knowledge of the subjects. This practice certainly weeds out those elements, which have poor quality. This improving the quality of admitted students.

### **Problem encountered and resources required**

Since students seeking admission come from various region sometimes they do not able to submit their results of qualifying exams, before closing admission dates.

Therefore based on vacant seats such candidates are sometimes given provisional admission. If they fail to submit the relevant documents their admission are cancelled. The second major problem encountered is that the office being admitted in University teaching department. Students prefer to go to nearby institutions in affiliated colleges vacating their seats in the University.

To overcome these problems University has adopted speedy declaration of results by central evaluation and preparation of results through independent result cell established by the university.

The seats allotted to reservation category sometimes fall vacant due to no availability of candidates. Hence second time admission notice is being issued for those who could not apply in time. Therefore all the seats allotted to respective departments are mostly filled.