Annual Quality Assurance Report (AQAR) of the IQAC

R.S.D. Academy, Moradabad

Affiliated to

M.J.P Rohilkhand University, Bareilly – 243006

(www.rsdacademy.in)

For the session 2013-14

Submitted on :- 16/08/2016

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
Bengaluru (INDIA)

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

AQAR for the year *(for example 2013-14)*   2013-14

1. Details of the Institution

1.1 Name of the Institution   R.S.D.Academy

1.2 Address Line 1   Ram Ganga Vihar Phase -II

Address Line 2   Kanth Road

City/Town   Moradabad

State   Uttar Pradesh

Pin Code   244001

Institution e-mail address   rsdacademy@yahoo.co.in

Contact Nos.   O591-2452442

Name of the Head of the Institution: Principal: Dr.Manju Bala Gupta

Tel. No. with STD Code: 05916451443

Mobile:

Principal :   +91 -9412240471

Name of the IQAC Co-ordinator:

Mr Kapil Narang

Mobile:

9837653138

IQAC e-mail address:

rsdacademyiqac@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

12212

OR

1.4 **NAAC Executive Committee No. & Date:**
(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)

EC/57/A&A/22 Dated02/11/2011

1.5 Website address:

www.rsdacademy.in

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period	College
1	1st Cycle	B B+	2.61 2.90	2011 2012	2016 2017	R.S.D. Academy Degree College Department of Education
2	2nd Cycle					
3	3rd Cycle					
4	4th Cycle					

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

16/12/2007

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

i.   AQAR _____12/08/2016_____ _____ (DD/MM/YYYY)
ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 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 [√]

1.10 Type of Faculty/Programme

Arts [ ]   Science [ ]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [√]   Engineering [ ]   Health Science [ ]   Management [√]

Others   (Specify)   [.   B.C.A.]

1.11 Name of the Affiliating University *(for the Colleges)*   [M.J.P. Rohilkhand University, Bareilly (U.P.)]

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

Autonomy by State/Central Govt. / University [ ]

University with Potential for Excellence [ ]   UGC-CPE [ ]

DST Star Scheme [ ]   UGC-CE [ ]

UGC-Special Assistance Programme [ ]   DST-FIST [ ]

UGC-Innovative PG programmes [ ]   Any other (*Specify*) [ ]

UGC-COP Programmes [ ]

2. IQAC Composition and Activities

2.1 No. of Teachers [06]

2.2 No. of Administrative/Technical staff [04]

2.3 No. of students [06]

2.4 No. of Management representatives [01]

2.5 No. of Alumni [06]

2. 6 No. of any other stakeholder and
    community representatives [2]

2.7 No. of Employers/ Industrialists [1]

2.8 No. of other External Experts [1]

2.9 Total No. of members [27]

2.10 No. of IQAC meetings held [2]

2.11 No. of meetings with various stakeholders: No. | 02 | Faculty | 02 |

Non-Teaching Staff Students | 01 | Alumni | 01 | Others | 01 |

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. | 1 | International | | National | | State | | Institution Level | 1 |

(ii) Themes | Innovation in Education |

2.14 Significant Activities and contributions made by IQAC

> IQAC members conducted the meeting which was held on 4th July 2013.In this meeting, members expressed their views regarding the teaching-learning process, organised the Guest lecture , Seminars, Workshops and to participate in training& faculty development programme as well as organised the educational and industrial tour with our institutions and corporate sector, conducted the various social awareness programme like yoga, plantation and other co-curricular activities such as intra department competitions, orientation programme, activities under the NSS programme and Scout Guide camp which organised by institution as per the instructions given by university.

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 *

S.NO	Plan of Action	Achievements
	IQAC members have prepared the plan about various curricular activities in session 2013-2014.these are as follows-	The following are the outcomes which our institution has been achieved in session2013-14.

1	Orientation and social awareness programme will be organised by institutions.	Orientation and social awareness programme have been conducted by institution.
2	To enhance the teaching learning process by inviting the experts, researchers, industrialists who are specialised in different fields for guest lectures, seminars, conference, symposium will be organised in session 2013-14.	Eminent persons have been invited for guest lecture, seminars, conference, and symposium in 2013-14.
3	Educational and Industrial tour will be organised for the students to attain the practical exposure/knowledge with other institution as well as corporate sector.	Tour has been organised.
4	Opportunities will be provided to faculties for participating in training and faculty development programme which is organised by other institutions.	Faculties have been participated.
6	Activities under the NSS programme and Scout guide camp will be organised by institution as per instructions given by university.	NSS programme and Scout Guide camp have been organised.

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

> Management approved AQAR and encouraged the faculty members and students who have done the work for quality assurance in different areas of institutions.

Part – B

Criterion – I

1. 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	-	-	-	-
PG	02	-	02	-
UG	04	-	04	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	01	-
Others	-	-	-	-
Total	07	-	07	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	3
Trimester	-
Annual	4

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.

> No

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

> No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
38	31	03	02	02

2.2 No. of permanent faculty with Ph.D.

> 08

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
31	-	03	-	02	-	02	-	38	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		01	02
Presented papers			
Resource Persons			

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

> Use of ICT in Teaching & PowerPoint presentations, Interactive sessions of students with experts.

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

> 210

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

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

2.10 Average percentage of attendance of students

> 75

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	117	-	16%	85%	7%	-
M.Com	17	-	9%	5%	-	-
B.B.A.	10		3%	-		-
B.C.A.	01	100%	-	-	-	-
B.T.C.	50	Result Awaited	-	-	-	-
B.Ed	187	-	90%	84%	-	-
M.Ed	35	2.86%	28%	5%	-	-

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

 IQAC gives the major contribution in quality assurance; adopt innovative techniques and methods in teaching – learning process.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	2
Staff training conducted by the university	2
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	4
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	04			
Technical Staff	04			

Criterion – III

3. Research, Consultancy and Extension

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

> IQAC members are encouraged the faculties and students for participating and present their research paper in seminar, conference and to join high degree course like Ph.d, M.Phil etc

3.2   Details regarding major projects.   (Not Applicable)

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

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 *(other than compulsory by the University)*				
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   (NA)

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					1
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons [3]

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	
	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

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 [100]   State level [x]

National level [x]   International level [x]

3.22 No. of students participated in NCC events:

University level [x]   State level [x]

National level [x]   International level [x]

3.23 No. of Awards won in NSS:

University level [x]   State level [x]

National level [x]   International level [x]

3.24 No. of Awards won in NCC:

University level [x]   State level [x]

National level [x]   International level [x]

3.25 No. of Extension activities organized

University forum [   ]   College forum [   ]

NCC [   ]   NSS [12]   Any other [   ]

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

Conducted the social awareness programme and rallies on Blood and Eye donation , Plantation & environment conservation through Teachers Training Program, Rotaract club activities, Programme with MUNAS , Medical awareness camp.

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	5103sq.metres			
Class rooms	27			
Laboratories	06			
Seminar Halls	01			
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

Library and administration department are partially computerised.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13204	3248981.60	483	84507	13687	3333488.60
Reference Books	773	93443.02	13	2080	786	95523.02
e-Books	-	-	-	-	-	-
Journals	580	107907	35	1275	615	109182
e-Journals	7	-	-	-	7	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify) Encyclopaedia, Dissertation, Thesis, Surveys.	272	26793	111	-	383	26793

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	46	02	46	01	-	5	05	-
Added	60	-	60	-	-	-	-	-
Total	106	02	106	01	-	5	05	-

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

- Computer system with internet connectivity is provided to all the departments.

- Organise the computer literacy programme for students to make the PowerPoint presentations and project work.

- Institution also has educational technology lab in which there is facility of LCD projector, Overhead Projector, T.V., DVD Player, plus audio cassettes to make education more interactive.

4.6 Amount spent on maintenance in lakhs :

  i) ICT | 1527348 |

  ii) Campus Infrastructure and facilities | 1906455 |

  iii) Equipments | 123413 |

  iv) Others | 1629830 |

                                 Total : | 5187046 |

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Making the students aware about conservation of natural resources so as to ensure sustainability development in our country, Organised Educational & Industrial visits and inviting the suggestions for improvement.

5.2 Efforts made by the institution for tracking the progression

> Training and development programme, Placement, Result evaluation,   Various environmental protection activities like workshops, awareness programme and projects.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
736	69	-	-

(b) No. of students outside the state   -

(c) No. of international students   -

Men
No	%
419	52.05%

Women
No	%
386	47.95%

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Minority	Total	General	SC	ST	OBC	Physically Challenged	Minority	Total
347	116	-	160	-	175	798	296	193	-	149	-	167	805

Demand ratio   Dropout %

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

> - Guidance counselling and placement cell helps students to find suitable employment according to their needs, interest and aptitude.
> - Provide guidelines for selecting the specialisation subject, arrange annual meeting with parents, Organise the workshops, Interaction of existing students with alumni.

No. of students benefitted

<div style="border:1px solid">60</div>

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			140

5.8 Details of gender sensitization programmes

Awareness programme of self defence for woman, Arrangement of separate common room for girls and boys,Facility of washroom on each floor.

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 ☐ 6   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	152	50,93,147
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   [08]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Vision- Be a lamp unto yourself
>
> Mission- "The mission of the institute has evolved out of memories of respected Late Shri Roshan Lal "the inspiring soul" to develop the young citizens in services of the society, the statement of mission treats: to provides an opportunity to the young generation for evolving their core competencies building up their careers world class professional with broad based foundation in depth of Knowledge and versatile personality to meet the challenges of global economy".

6.2 Does the Institution has a management Information System

> No , all information's are communicated through formal channels regarding academic and administrative matters.

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

6.3.1 Curriculum Development

- Prepared the academic calendar of each course

- Followed all the activities which is mentioned in academic calendar as much as possible.

- Allocation of subject as per the specialisation ability of teachers.

- Teaching plans and methodologies.

6.3.2 Teaching and Learning

Use of ICT in teaching, Study material aids, Provision of journals , research paper and smart classes, Guest lectures of experts, Organise educational and industrial tour.

6.3.3 Examination and Evaluation

Institution follows all norms of examinations which is prescribed by University. For that purpose, institution has formed the discipline and sitting arrangement committee.

6.3.4 Research and Development

- Publish research papers at national and international level

- Provide financial support for minor research projects which are done by students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Upgradation of technology regarding computer and ICT with Internet access, Wi-Fi

- Library and laboratories are updated and CCTV surveillance services are also provided.

6.3.6 Human Resource Management

- Study leaves for research work, increment, welfare schemes are provided by institution.

- Evaluate annual performance of faculty and administrative staff for promotion.

6.3.7 Faculty and Staff recruitment

- Opportunities are availed to students for filling the vacancies of college and recruitment through different process.

- Our institution gives placement to our passed out students in the R.S.D. Academy (Public School) and administration department.

6.3.8 Industry Interaction / Collaboration

Industry experts are invited to conduct the workshop and seminar, organise alumni meet . Placement cell, Industry-institution interaction for employment

6.3.9 Admission of Students

- Students selected in our institution are strictly based on joint entrance Examination conducted by authorized University for B.Ed, and an entrance examination conducted by affiliated University.

- Selection in M.Ed are also based on entrance examination conducted by M.J.P.Rohilkhand University, Bareilly.

- Selection in Commerce, Management and Computer science department are strictly based on Merit basis or Entrance Examination.

6.4 Welfare schemes for

Teaching	Available
Non teaching	Available
Students	Available

Following are the welfare schemes:-

- Staff tour: A teaching and non- teaching staff tour is sponsored by institution   every year.
- Residence facility for teaching and non-teaching staff.
- The facility of salary in advance is also given to those in need of it.
- Gym, sports and medical facilities are provided to teaching and non-teaching staff.
- New year's, Teacher's day, Independence day , Republic day and various festivals like Diwali, Holi are celebrated in the college wherein snacks and lunch is organised and gifts are distributed to teaching and non- teaching staff.
- Expenses regarding the workshops, FDPs, training and development programme for teaching and non-teaching staff are borne by institutions.
- Employee Provident Fund, ESI, Maternity benefits.
- Fee concession for staff ward.
- Scholarships from various government department and scholarship for meritorious students.

6.5 Total corpus fund generated

| 73601036 |

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	Yes	A.S.N.	Yes	C.A.
Administrative	Yes	A.S.N.	Yes	C.A.

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?

| |

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

| |

6.11 Activities and support from the Alumni Association

- Interaction with existing students, Alumni lecture in which they share their knowledge and experience etc.
- Participation in the development of the educational programmes.
- Participation in and support of recruitment and other student's activities.
- Placement of Alumni in college itself.

s6.12 Activities and support from the Parent – Teacher Association

> Discuss the problems of students with their parents. Provides career guidance,
> Take the feedback from parents, Focus on the improvement area of students.

6.13 Development programmes for support staff

> FDPs and IT training organised for the staff

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

> Plantation of trees, Beautiful lawn with gardening, Water harvesting
> Conducted the various awareness programme on environment protection

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.

> Institution has started the skill development programme and use of ICT in teaching – learning process which enhances the growth and development of students in different areas.

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

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

> - Promote social awareness programme.
> - Encourage the staff to be innovative.

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

7.4 Contribution to environmental awareness / protection

> Plantation and environment conservation through teacher training programme, Conducted the various awareness programme of eco- friendly:- Stop the use of polythene, E-waste management.
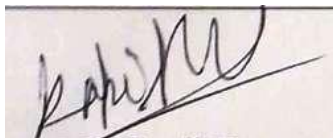
7.5 Whether environmental audit was conducted?   Yes √   No ☐

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

> **Strength-** Infrastructure, Academic environment, Smart Classes, Extracurricular activities, Quality education, Social awareness programme, Well qualified faculty.
> **Weakness-** Lack of autonomy
> **Opportunities-** Expansion of existing courses.
> **Challenges-** Optimum utilisation of assest, Attracting and retaining talented faculty, enhancing environmental performance, Organise the linking programs where the training and recruitment of students are fulfilled.

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

> - Follow the same curricular activities which were done in previous year.
> - Amendments in Discipline Sitting Arrangement Committee
> - Use innovative techniques in teaching methods.
> - Upgradation and computerisation of library.
> - Programme on value based education.

Name:- Mr. Kapil Narang   Name:- Dr Manju Bala Gupta

Asstt. Professor   Principal

Coordinator, IQAC   Chairperson, IQAC

R.S.D. Academy   R.S.D. Academy

Moradabad   Moradabad

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure I

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

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Academic Calendar (Tentative) - 2013-14

R.S.D. Academy

Academic Calendar

Month – July 2013   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sundays:- 04

Non-Working Days:- 00

Working Days:- 26

20th to 25th July - Orientation of B.Com & M.Com

R.S.D. Academy

Academic Calendar

Month – August 2013   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2nd Aug - Alvida Jumma

9th Aug – Id –ul -Fitra

15th Aug – Independence Day

20th Aug – Raksha Bandhan

28th Aug - Janmashtami

Sundays:- 04

Non-Working Days:- 09

Working Days:- 22

15th Aug – Celebration of Independence Day

16th to 19th Aug - Orientation of B.B.A & B.C.A

20th Aug – Rakhi Competition

24th Aug – Rally on Eye Donation

26th Aug – Internal Seminar

1st to 31st Aug – Class room Teaching

R.S.D. Academy

Academic Calendar

Month – September 2013   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

17th Sep – Vishwakarma Jayanti

28th Sep – Maharaja Agarsen Jayanti

Sundays:- 05

Non-Working Days:- 07

Working Days:- 23

5th Sep – Teacher's Day Celebration

8th Sep – Rally on Eye donation Awareness

6th to 12th Sep – Orientation of Education

21st Sep - Sports

26th Sep – Guest Lecture

Sep – Tutorial classes of B.B.A. & B.C.A.

R.S.D. Academy

Academic Calendar

Month – October 2013   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2nd Oct – Gandhi Jayanti

05th Oct – Navratri

14th Oct – Dussehra

16th Oct – Id – ul - Zuha

Sundays:- 04

Non-Working Days:- 08

Working Days:- 23

15th Oct – Debate

24th Oct – Internal Seminar

25th Oct – Rangoli Competition

26th Oct – Psychology Test

1st to 31st Oct – Class room Teaching

Oct – Educational Tour

Oct – Tutorial classes of B.B.A. & B.C.A.

R.S.D. Academy

Academic Calendar

Month – November 2013   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

03rd to 5th Nov – Deepawali

Sundays:- 04

Non-Working Days:- 06

Working Days:- 24

06th Nov – Five days of scout & Guide Camp

09th Nov – Sports

22nd Nov – Guest Lecture

23rd Nov – Psychology Test

25th Nov – World Environment Protection Day

Nov – Tutorial classes

R.S.D. Academy

Academic Calendar

Month – December 2013   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

25th Dec – Christmas

26th Dec to 31st Dec – Winter Break

Sundays:- 05

Non-Working Days:- 10

Working Days:- 21

01st Dec – Rally on World Aids Day

07th Dec – Internal Seminar

14th Dec – Cricket Match between B.T.C. & B.Com students

21st Dec – Final Cricket Match

23rd Dec - Psychology Test

2nd Dec to 24th Dec – Micro Teaching

R.S.D. Academy

Academic Calendar

Month – January 2014   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

13th Jan – Lohri

14th Jan – Makar Sankranti

26th Jan – Republic Day

Sundays:- 04

Non-Working Days:- 06
Working Days:- 25

Jan – External Exam of BBA & BCA

Jan – Unit Test

16th Jan – Seminar on Cancer Awareness

25th Jan – Psychology Test

26th Jan – Celebration of Republic Day

31st Jan – Guest Lecture

R.S.D. Academy

Academic Calendar

Month – February 2014   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

27th Feb – Shivratri

Sundays:- 04

Non-Working Days:- 05

Working Days:- 23

Feb – Seven days NSS Camp of B.Com

Feb – Unit Test of M.Ed, B.Ed & B.T.C.

Feb – Internal Seminar

Feb – Next Semester for B.B.A & B.C.A will be started

Feb – Industrial Tour

R.S.D. Academy

Academic Calendar

Month – March 2014   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

15th to 18th March – Holi Holidays

Sundays:- 05

Non-Working Days:- 08

Working Days:- 23

Mar – External Exam of B.Com

Mar – Unit Test of M.Ed, B.Ed & B.T.C.

Mar – Guest Lecture

R.S.D. Academy

Academic Calendar

Month – April 2014   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

08th Apr – Ram Naumi

14th Apr – Bhim Rao Ambedkar

17th Apr – Election Holiday

18th Apr – Good Friday

Sundays:- 04

Non-Working Days:- 08

Working Days:- 22

Apr – External Exam of B.Com & M.Com

Apr – Social Awareness Programme

Apr – Tutorial classes

R.S.D. Academy

Academic Calendar

Month – May 2014   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Sundays:- 04

Non-Working Days:- 00

Working Days:- 27

May – Preparation leave for exams of BBA, BCA, B.Ed & BTC

R.S.D. Academy

Academic Calendar

Month – June 2014   Holidays:-

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Sundays:- 05

Non-Working Days:- 00

Working Days:- 25

June – Preparation leave for exams of BBA, BCA, B.Ed & BTC