

The Annual Quality Assurance Report (AQAR) of the IQAC
Department of Life Long Learning: Academic Year 2013-14

Part – A

1. Details of the Institution

1.1 Name of the Institution

Department of Lifelong Learning

1.2 Address Line 1

Devi Ahilya University

Address Line 2

Takshshila Campus, Khandwa Road

City/Town

Indore

State

Madhya Pradesh

Pin Code

452017

Institution e-mail address

bj. lifelonglearning@yahoo.com

Contact Nos.

0731- 2363800

Name of the Head of the Institution:

Dr. Bharti Joshi

Tel. No. with STD Code:

0731- 2363800

Mobile:

09926063054

Dr. Bharti Joshi

Name of the IQAC Co-ordinator:

Mobile:

0992063054

IQAC e-mail address:

bj. lifelonglearning@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) **EC/66/RAR/146 dated 21-02-2014**

1.4 Website address:

<http://www.dauniv.ac.in>

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	“B”	Four Star	2000	“Five Years”
2	2 nd Cycle	“B”	2.57	2008	“Five Years”
3	3 rd Cycle	“A”	3.09	2014	“Five Years”
4	4 th Cycle	NA	NA	NA	NA

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

21/11/2008

1.7 AQAR for the year (*for example 2010-11*)

2013-14

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

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

1.9 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-financ

1.10 Type of Faculty/Programme

Arts Scien Comme I PEI (Phys Edu)

TEI (Edu) Ei neering H th Science
Management

Others (Specify)

1.11 Name of the Affiliating University (for the College)

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

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

03

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

Non-Teaching Staff

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Y N

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Level

Total Nos.

International

National

Institutional

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management icate Any body

Provide the details of the action taken

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				
UG		02		02
PG Diploma				
Advanced Diploma				
Diploma	02			01
Certificate			01	
Others				
Total	04		01	03

Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern Number of programmes
 Semester ✓
 Trimester
 Annual

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

Mode of feedback : Onlin Man Co-operating schools (f
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.

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	01		01		

2.2 No. of permanent faculty with Ph.D.

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
		V	R			V		V	01	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia (2013-14)

No. of Faculty	International level	National level	State level
Attended			
Presented		05	

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

Arrange workshops for home makers, senior citizens and students

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

350

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

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

01		
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise
distribution of pass percentage : (2013-14)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Diploma in Interior Designing	17	8	12	04		

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	01
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	00	03	00	00
Technical Staff	00	01	00	00

Criterion – III

3. Research, Consultancy and Extension

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

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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
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 I

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAR CAS DST-F
DPE DBT Scheme/fund

3.9 For colleges Autono C DBT Star Sch
INSPIR CE Any Other (specify

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

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

3.13 No. of collaborations International National Any oth

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 Pr Fellows Any
other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

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

3.23 No. of Awards won in NSS:

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

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any <input type="text" value="24"/>

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

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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				
Class rooms	02			
Laboratories	01			
Seminar Halls	00			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	00			
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books	200					
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	12	01	08					
Added								
Total								

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

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

5.2 Efforts made by the institution for tracking the progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
62			

(b) No. of students outside the state

00

(c) No. of international students

00

	No	%		No	%
Men			Women		

Last Year					This Year							
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total	

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	
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IAS/IPS etc State PSC UPSC Other

5.6 Details of student counselling and career guidance

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

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

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

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

5.11 Student organised / initiatives

Fairs : State/ University level National level International

Exhibition: State/ University level National level International

5.12 No. of social initiatives undertaken by the students

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

To be on top in providing lifelong learning opportunities for all.

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

Department of Lifelong Learning is running Diploma in Interior Design, PG Diploma in Population Education & Demography and B.Voc. (FT& ID) three years degree courses approved by UGC. Those facilitate self employment and self esteem

6.3.2 Teaching and Learning

Invited applications through advertisement in News Papers and university website. Sort out according to criteria and make a merit list after that arrange an entrance exam test, again make a merit list mark wise. Last result list show after

6.3.3 Examination and Evaluation

In the beginning of the Session all faculties are prepare a plan of teaching. Evaluation schedule is prepared by director. exam arranged according to ordinance 31.

6.3.4 Research and Development

Eight students are registered for research work in various field.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Four rooms- 2500 Suq. Feet area, Class room with ICT
No space for other facilities.

6.3.6 Human Resource Management

Mouth publicity and interaction with other institutes, interior designers, experts and alumni for visiting faculty

6.3.7 Faculty and Staff recruitment

No

6.3.8 Industry Interaction / Collaboration

Students of DID course are taken for industrial and company visit and as a part of curriculum to have industrial exposure. Company comes in the department and

6.3.9 Admission of Students

Admission of students through entrance test and interview.

6.4 Welfare schemes	Teaching	00	for
	Non teaching	000	
	Students	0000	

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		
Administrative		

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 institutions?

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6.11 Activities and support from the Alumni Association

Participation in Exhibition and workshop arranged by department

6.12 Activities and support from the Parent – Teacher Association

Time to time meeting with parents.

6.13 Development programmes for support staff

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

Department had been doing several activities related to "Go Green" movement. Plantation campaigns, campus cleaning activities, best out of waste workshops, soiled waste management, save water, water harvesting, sustainable development, biodiversity etc. had been the major promoting activities for environment awareness. Internet awareness programs for senior citizens and all community.

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.

Department started B. Voc three year degree courses in Interior Design and Fashion Technology approved by UGC.

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 Manual*)

1. Examinations and results are conducted and declared in time.
2. Academic works of students of DID show through yearly exhibition in the department for all

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

7.4 Contribution to environmental awareness / protection

Participation in National Environment Awareness Campaign every year

7.5 Whether environmental audit was conducted?

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

- a. Lack of adequate and permanent faculty members and trained staff too.
- b. Proper infrastructure is needed.

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

- | |
|--|
| <ol style="list-style-type: none">1. Run B. Voc. In Interior design and Fashion Technology degree courses.2. Diploma courses arrange successfully |
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Name Dr. Bharti Joshi

Name

Signature of the Coordinator, IQAC
Chairperson, IQAC

Signature of the

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
