

The Annual Quality Assurance Report (AQAR) of the IQAC
School of Library and Information Science

Part – A

1. Details of the Institution

1.1 Name of the Institution

School of Library and
Information Science

1.2 Address Line 1

DAVV Takshila campus

Address Line 2

khandawa road

City/Town

Indore

State

Madhya Pradesh

Pin Code

452017

Institution e-mail address

ghsnaidu@gmail.com

Contact Nos.

0731-2764315

Name of the Head of the Institution:

Dr. G.H.S.Naidu

Tel. No. with STD Code:

0731-2764315

Mobile:

09303330439

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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

1.4 Website address:

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

Web-link of the AQAR:

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

For ex.

1.5 Accreditation Details

NA

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	Four Star		20/09/2000	“Five Years”
2	2 nd Cycle	B grade	2.57 out of 4	16/09/2008	“Five Years”
3	3 rd Cycle	A	3.09	21 .2. 2014	“Five Years”
4	4 th Cycle	N.A	N.A	N.A	N.A

1.6 Date of Establishment of IQAC :

DD/MM/YYYY

21/11/2008

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

2015-2016

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 _____ 2014-15 on 31-07-2015_____
- ii. AQAR _____ 2015-16 on _03-09-2016_____
- 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 02 Women 03

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)

1.11 Name of the Affiliating University (*for the Colleges*)

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

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

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

Students

Alumni

Others

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)

NIL

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC NIL

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
Academic Audit, Financial audit, Student Support Service	Fully Achieved

* 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

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	NIL	NIL	NIL	NIL
PG	1.B.Lib &I.Sc 2.M.Lib &I.Sc 3. M.Phil	NIL	03	NIL
UG	NIL	NIL	NIL	NIL
PG Diploma	NIL	NIL	NIL	NIL
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	03	NIL	03	NIL
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	M.Lib & I.Sc and M.Phil
Trimester	
Annual	

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.

Yes. Students, Subject Expert's, Alumni's Feedback analysis on curriculum are concerned at the time of updating.

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
01			01	

2.2 No. of permanent faculty with Ph.D.

01

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
01	03			01	00			02	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

2.5 Faculty participation in conferences and symposia:

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

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

- Class rooms are equipped with multimedia projector
- Students are encouraged to use ICT through Presentations.in their study.
- Motivational and Expert Lectures are organized
- All the Faculty Members are NET Qualified
- Academic Calendar is strictly followed
- Results processing through computer
- Cultural Activities are conducted :Librarians Day, Fresher’s Day, Farewell, Induction Programme, Garbha Utsav, Inter departmental sports.

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

180 days

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

SHOWING ANSWER BOOKS

2.9 No. of faculty members involved in curriculum

02

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.L.I.Sc	08	50	25	16	NIL	NIL
M.L.I.Sc	13	62	23	0	NIL	NIL
M.Phil	22	23	76	00	NIL	NIL

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

The IQAC meetings regularly take into cognizance the academics, examinations, teaching work being carried out in the Dept.

02.13 Initiatives undertaken towards faculty development

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

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			
Technical Staff	00			

Criterion – III**3. Research, Consultancy and Extension**

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

Year Wise Dissertation of M. Phil	
Year Number of M.phil Dissertation Awarded	
2009-10	18
2010-11	18
2011-12	08
2012-2013	06
2013-14	07
2014-2015	17
Total	74

3.2 Details regarding major projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals		01	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		01	

3.5 Details on Impact factor of publications: **Not Availalbe**

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Range	Average	h-index	Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations
NIL

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 <i>(other than compulsory by the University)</i>				
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

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges NIL Autono CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

3.13 No. of collaborations NIL International National Any other

3.14 No. of linkages created during this year NIL

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 NIL

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 NIL

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) NIL

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: NIL

University level State level
 National level International level

3.22 No. of students participated in NCC events: NIL

University level State level
 National level International level

3.23 No. of Awards won in NSS:

NIL

University level State level
 National level International level

3.24 No. of Awards won in NCC:

NIL

University level

State level

National level

International level

3.25 No. of Extension activities organized

NIL

University forum

College forum

NCC

NSS

Any other

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

- Clean and Green Campus on every Thursday

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	2200 sq.ft	NIL		
Class rooms	1100 sq.ft	NIL		
Laboratories	300 sq. ft	NIL		
Seminar Halls	NIL	NIL		
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NIL	NIL		
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL	NIL		
Others	800 sq.ft	NIL		

4.2 Computerization of administration and library

Departmental Library is totally computerized. The Accounts are computerized. MS office is used for all office correspondences.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(in Rs.)	No.	Value	No.	Value
Text Books	463	231713	16	12160	479	243873
Reference Books	Nil	Nil	Nil	Nil	Nil	Nil
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	Nil	Nil	Nil	Nil	Nil	Nil
e-Journals	Nil	Nil	NIL	NIL	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	01	01	01	NO	01	NO	NO
Added	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	10	01	01	01	NO	01	NO	NO

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

Taken care by the University IT Center.

4.6 Amount spent on maintenance in lakhs : NIL

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

- Internship programs.

5.2 Efforts made by the institution for tracking the progression

- The Internship program for BLIS.
The department also send to the student's for IITs and IIMs

5.3 (a) Total Number of students

	UG	PG	Ph. D.	Others	
(b) No. of students outside the	08	13		22	00
					00

(c) No. of international students

Men	No	%	Women	No	%
	15			28	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
12	12	06	17	00	47	12	13	05	13	00	43

Demand ratio 1: 0.33 Dropout % 7.5%

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

NIL

No. of students beneficiaries NIL

5.5 No. of students qualified in these examinations

NET	01	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

Personalized Counselling is done for the students. Career Guidance is also being conducted with lectures.

No. of students benefitted

5.7 Details of campus placement Nil

<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

Around Ninety Percent of the students are girls. As such, there is no gender sensitization Programme.

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 Nil

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	nil	
Financial support from government	31	Directly to student account
Financial support from other sources	04	
Number of students who received International/ National recognitions	nil	

5.11 Student organised / initiatives NIL

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: No Grievances

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To produce highly competent top class library professional, who are professionally competent, environmentally and socially conscious, ethical and with a motto to serve the society .

Mission: To produce the professional to meet the challenges of the libraries in the information technology dominated era. Professional who work for the profession.

6.2 Does the Institution has a management Information System NA

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

6.3.1 Curriculum Development

- Yearly designing and updating curriculum.
- Student's, Subject Expert's, Alumni's Feedback analysis on curriculum are concerned at the time of updating .

6.3.2 Teaching and Learning

- Students are encouraged to use ICT in their study.
- A well structured method of obtaining students feedback on teaching learning process adopted.

6.3.3 Examination and Evaluation

As per Ordinance No.31 of the University

6.3.4 Research and Development

- Motivate to the students for doing research.
- Aware to the Use of ICT devices, tool and techniques for their research work.
- Encourage to the publication at the national and international level.
- Organized the seminar and workshop
- Activities for problem solving

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The department timely try to improve the infrastructure like building, library, computer lab etc.

6.3.6 Human Resource Management

NA

6.3.7 Faculty and Staff recruitment NA

6.3.8 Industry Interaction / Collaboration NA

6.3.9 Admission of Students

6.4 Welfare schemes for NIL NIL

Teaching	
Non teaching	
Students	

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			√	IQAC
Administrative	√	Govt. of M.P and AG Audit		

6.8 Does the University/ Autonomous College declares results within 30 days? NA

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous e for nation Reforms? NA

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

6.11 Activities and support from the Alumni Association

Gives information about the vacancies for the students

6.12 Activities and support from the Parent – Teacher Association

NIL

6.13 Development programmes for support staff

NIL

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

Clean and Green.

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.

Environment Consciousness

Departmental initiative to make the campus eco-friendly	
Energy conservation	Yes LED Bulbs/CFLs are used.
Use of renewable energy	Solar Power plant planned for library
Water harvesting	University Level
Check dam construction	Feasible
Efforts for Carbon neutrality	Students are encouraged to use bicycle at least for one day in a week
Plantation	YES
e-waste management	Done through IET

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

The Department is strictly following the Academic Calendar. Special Classes for advanced learners and remedial classes for the weaker students have been conducted.

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

- The Internship program for BLIS.
- Students are encouraged to use ICT in their study.

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

7.4 Contribution to environmental awareness / protection

Departmental initiative to make the campus eco-friendly	
Energy conservation	Yes LEDs are used
Use of renewable energy	Solar Power plant planned for library
Water harvesting	University Level
Check dam construction	Feasible

7.5 Whether environmental audit was conducted? Yes No



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

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

- Introduce Ph.D in LIS.
 - Introduce PG Diploma in LAN
 - Organize workshops/seminars

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____
