

ST. JOHN'S COLLEGE, AGRA

(An Affiliated College of Dr. B.R. Ambedkar University, Agra)

(A Minority College of Church of North India, Diocese of Agra)

[Established: 1850]

The Truth Shall Make You Free



ANNUAL QUALITY ASSURANCE REPORT OF THE COLLEGE
ACADEMIC SESSION: 2012-2013
SUBMITTED TO NAAC

Part – A

AQAR for the year

2012-13

1. Details of the Institution

1.1 Name of the Institution

St. John's College, Agra

1.2 Address Line 1

M.G.Road

Address Line 2

St. John's Crossing

City/Town

Agra

State

Uttar Pradesh

Pin Code

282002

Institution e-mail address

stjohnscollegeagra@gmail.com

Contact Nos.

05622520301

Name of the Head of the Institution:

Dr. Alexander Lall

Tel. No. with STD Code:

05622520301

Mobile:

9897005405

Name of the IQAC Co-ordinator:

Dr. J. K. Sharma

Mobile:

9412723123

IQAC e-mail address:

iqac@stjohnscollegeagra.in

1.3 NAAC Track ID

UPCOGN12689

OR

1.4 NAAC Executive Committee No. & Date:

EC/38/177,02-02-2006

1.5 Website address:

www.stjohnscollegeagra.in

Web-link of the AQAR:

<http://www.stjohnscollegeagra.in/college-highlights.php/aqar2012>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	79.00	2006	5 Years

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

11/08-/2008

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC AQAR

- i. AQAR (2006-2007) submitted on 15.11.2015
- ii. AQAR (2007-2008) submitted on 15.11.2015
- iii. AQAR (2008-2009) submitted on 15.11.2015
- iv. AQAR (2009-2010) submitted on 15.11.2015

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the yr? No

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars(03)/Conferences/ Workshops(02)/Symposia organized by the IQAC

Total Nos. International National State Institution L

(ii) Themes

1. workshop on Analytical Instrumentation Training Course (AITC 12), 2. Careers & Entrepreneurship by NSIC, CFTI & MSME 3. Careers in Clinical Research Management 4. Career counseling by CMC 5. Career Counselling by Proctor and Gamble.

2.14 Significant Activities and contributions made by IQAC

1. Teaching quality improvement
2. Research based work culture
3. Organizing Workshop

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
1. All the Departments to get IT equipments like Computer, Printer, LCD projector and internet connectivity.	Most of the Departments are equipped with the IT equipments net work connectivity.
2. Computerization of Office Records and Library	Ongoing

2.16 Whether the AQAR was placed in statutory body : Yes (Management)

Provide the details of the action taken : The AQAR was read and confirmed in the Governing Body.

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	16	NIL	NIL	
PG	17	NIL	1	
UG	03	NIL	1	
PG Diploma	NIL	NIL	1	
Certificate	NIL	NIL	1	
Others	NIL	NIL	NIL	
Total	36	NIL	4	

1.2 (i) Flexibility of the Curriculum: Elective option

(ii) Pattern of programme: Semester : 0 Annual 40

1.3 Feedback from stakeholders* Alumni Par Student
(On all aspects)

Mode of feedback : Manual

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

N/A

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
74	29	43	1	1

2.2 No. of permanent faculty with Ph.D.

72

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
	15								15

2.4 No. of Guest and Visiting faculty and Temporary faculty

06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	24	
Presented	3	20	
e-journals	5		
Resource Persons		04	

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

- Modern Teaching Methods/aids LCD & Computer aided projection are used in class room teaching,
- Audio Video visuals ,
- Group discussion,
- Case study.

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

173

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

NA

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

5		
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

68%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	1261					94.76
B.Sc	877					96.69
B.Com	753					98.14
PG PREVIOUS	636					98.11
PG FINAL	482					97.30

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

- Conducted mid-term exam,
- conducted class text and mock viva voce examination
- Assignments, monogram preparation,
- in house projects preparation, individual seminar presentation and assessment
- Preparation of report on field work /industry visit

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	1
HRD programmes	
Orientation programmes	1
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	18	2	NA	NA
Technical Staff	12	3	NA	NA

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC and Head of the Departments chalked out plans to inculcate project work in PG curriculum to encourage and motivate the students to have interest in research and to choose it as career.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	01	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	26	
Non-Peer Review Journals			
e-Journals	02		
Conference proceedings	02		

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				
Students research projects (other than compulsory by the University)	2012-15	DST	24,40,000	20,34,000
Total			27,40,000	20,34,000

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 Agencies : NA

3.9 For colleges : NIL

3.10 Revenue generated through consultancy : NIL

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					2
Sponsoring agencies		UGC DST DBT			

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 Management of University/College

Total

3.16 No. of patents received this year: NIL

**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
4	2	1				1

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 State level
National level International level

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: National Level : 02 State Level: 5

3.24 No. of Awards won in NCC: NIL

3.25 No. of Extension activities organized

College forum
NCC NSS Any other

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

- Research findings about potability, physico -chemical characteristics of Municipal Water supply was informed to the people through the English and Hindi newspapers from time to time.
- Plant protection technique, comprehensive heavy metal profile of soils and the compost preparation techniques are regularly shared with the farming community through direct interaction at the local level and through newspaper at a wider level.
- Organised Blood Donation Camp, Voter ID Awareness camp, AIDS awareness camp, National Unity Day, Swachh College programme & Traffic Rule Awareness Camp.
- No Tobacco Day, MaaTujhePranam Day, Tree Plantation Day, Polio Rally(Twice a Year), AIDS awareness Day, World Population Day, National Voters Day, Republic Day, Independence Day and Gandhi Jayanti.

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	40 Acres			40 Acres
Class rooms	5Acres			5Acres
Laboratories	32(UG &PG,8 Research Lab			32(UG &PG,8 Research Lab
Seminar Halls	02			02
	01			01

4.2 Computerization of administration and library : Steps are being taken to develop a Student Management System and Staff Management System which will be connected with the Library Package

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	84685	7191748	231	113475	84916	7305223
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	INFLIB NET	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 Computer s	Compute r Labs	Internet	Browsin g Centres	Compute r Centres	Offic e	Depart - ments	Othe rs
Existin g	73	2	22		2	1	18	
Added	30		30		1			
Total	103	2	52		3			

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

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Conducted Orientation programme for UG, PG, research scholars separately. 2. PTM 3. Alumni meet
4. Organised Foundation Day week celebration cultural competition on quiz, debate both hindi and english, dance, solo song, instrumental music painting, slogan writing etc. 5. Organised farewell function for examinees

5.2 Efforts made by the institution for tracking the progression

1. Feed back from students 2. Self appraisal 3. student counselling 4. suggestion box

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3829	1174		

(b) No. of students outside the state

UG	PG	Ph. D.	Others
		05	

(c) No. of international students

UG	PG	Ph. D.	Others
	0	0	

Men	No	%	Women	No	%
	1584	31.78		3419	69.22

Last Year 2011-12						2012-13 This Year						Total
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged		
2603	951	91	1224	136	5005	2706	910	87	1170	130	5003	

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

Organised career counselling, Communication skills, Mock interview Drills for Employment and soft skills Development Programme. Remedial Classes & NET Coaching classes are also organised.

No. of students beneficiaries

45

5.5 No. of students qualified in these examinations

NET	04	SET/SLET		GATE	08	CAT	16
IAS/IPS etc		State PSC	4	UPSC	2	Others	5

5.6 Details of student counselling and career guidance

Psychological counselling & Psychotherapy to help students cope with various problems related to their personal, social and academic needs.

It also provides assessment of IQ aptitude Personality Intelligence level etc.

Career Counselling is also given by Clinical Research Institute, National Small scale Industries, National Footwear Institute. Ministry of Micro small entrepreneurship.

No. of students benefitted 30

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
02	80	05	

5.8 Details of gender sensitization programmes

Organised competition (Debate & Slogan Writing) on women of substance in Arts, Science in Girl ^s hostel. Organised Debate competition on Importance of career in women*s life

5.9 Students Activities

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

University level : 18

No. of students participated in cultural events

State : 29

National level : 3

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level : 4

Cultural: State/ University level : 2

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government		
Financial support from other sources		

Money transferred in to students account directly

5.11 Student organised / initiatives : NIL

5.12 No. of social initiatives undertaken by the students : 2

5.13 Major grievances of students (if any) redressed: No

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the institution:

- To inculcate creativity, quality of education and dignity of labor among students and faculty members.
- Women empowerment by providing equal opportunities.
- To promote research led education.
- To build up national character through personality development by conducting special classes like MRE(Moral and Religious Education)

Mission of the institution:

"The building of character, the spread of religious truth and knowledge of thyself" and 'the qualities which will stand them in good stead as able and responsible citizens of our great country".

The motto of the college "**The truth shall make you free**".

Objectives of the institution:

1. To train young minds for advance scientific techniques and imparting training over sophisticated analytical instruments like molecular techniques and quantification of heavy metals.
2. To promote and disseminate quality education for students.
3. To provide better infrastructure to enrich teaching and research process.
4. To create a strong tradition of deep rooted academic pursuits and an ambience that favors the scholarly activities in the college.
5. To encourage inclusive growth and contribution to the nation building

6.2 Does the Institution has a management Information System : No

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

6.1 State the Vision and Mission of the institution

Vision of the institution:

- To inculcate creativity, quality of education and dignity of labour among students and faculty members.
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4. To create a strong tradition of deep rooted academic pursuits and an ambience that favours the scholarly activities in the college.
5. To encourage inclusive growth and contribution to the nation building

6.2 Does the Institution has a management Information System : Yes

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

6.3.1 Curriculum Development : Faculty members are in Board of studies of the University which decided the changes in the curriculum .

6.3.2 Teaching and Learning :

(i) Enhanced Audio Visual Teaching Aides

(ii) Study tours to industries and corporate houses

6.3.3 Examination and Evaluation : The College being an affiliated college of the Agra Universities follows its Examination and Evaluation Criteria.

6.3.4 Research and Development

1.State of the art research equipments and instruments are available.

2 Reliability, precision and reproducibility in the data obtained.

3.Five major projects are underway.

4. Research Facilities are available in 16 Dept. Of the College and in progress.

5. Analytical sophisticated Instruments are available in Chemistry, Botany & Zoology Research Lab.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Central library has 84685books. Every department has its own PG library besides the central library.

Three sophisticated instrumentation labs are available besides-PG & UG laboratories.

6.3.6 Human Resource Management : Highly skilled, qualified, competent and committed staff members have been appointed and involved in various student developmental activities.

6.3.7 Faculty and Staff recruitment : Recruitments are done according to the UGC guidelines, Dr B.R. Ambedkar University statutes and UP government rules and norms.

6.3.8 Industry Interaction / Collaboration : NIL

6.3.9 Admission of Students : Students are admitted to the college on the basis of admission rules determined by Dr.B.R. Ambedkar University Agra.

6.4 Welfare schemes for Teaching , Non Teaching & Students:

- Staff Club organises recreational activities (Badminton, Chess, Carrom and Tennis) for staff members
- It organises “annual staff club dinner” where retired staff members and silver jubilee (those who
- Every staff members with their family attends the annual staff club dinner
- Celebration of Christmas, Holi and Id in Staff Club for faculty members
- Residential campuses are available for faculty members
- Residential campuses are available for Non teaching members
- Summer and winter uniform are distributed to IV class employees
- Outstanding sports person are given incentives in the form of preference in admission, awards of
- free ships, prizes, blazers etc.

6.5 Total corpus fund generated : NIL

6.6 Whether annual financial audit has been done : Yes

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NIL	NIL	YES	IQAC
Administrative	NIL	NIL	NIL	NIL

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

For UG Programmes No

For PG Programmes No

6.9 What efforts are made by the University/ Autonomous College for Examination 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

Cricket matches are organized after the republic day programme on the cricket ground between the alumni (Old Boys) and the Principal's XI.

Alumni provide feedback for the smooth functioning of the college.

Alumnis often meet in various states and cities and reminisce and update us about their successes and that is one of our key strengths.

6.12 Activities and support from the Parent – Teacher Association

Parent teacher meetings are held once in a year.

6.13 Development programmes for support staff

Computer training for class iii and work training for class iv

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

- Plantation of trees on Republic Day, Independence Day and on Gandhi Jayanti Day
- Water Harvesting.
- Green campus.
- Soak pits for waste water
- Special vehicle parking area to reduce carbon emission

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. : Upgradation of research labsof zoology, botany and chemistry

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

- All the science departments were provide computer with internet facility
- Process is on to digitilize library

7.3 Give two Best Practices of the institution :

1. The day starts with a morning assembly followed by MRE classes
2. The college follows total transparency in administration

7.4 Contribution to environmental awareness / protection

Organised seminars, workshops, tree plantation programme and water harvesting projects have been installed. Plantation programme and identification of trees are done. Organized seminars and workshop on environment protection strategies.

7.5 Whether environmental audit was conducted? No

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

STRENGTHS-

- The college has good infrastructural and research facilities in terms of well-equipped labs with a number of modern instrumentations.
- The teaching faculty is well versed with research methodology and modern techniques.
- Analytical instrumentation trainings for post graduate, research students and staff members.
- Many personality development programmes have been organised.
- It has Empanelled Training Institution (ETI) (A training centre for NSS Programme Officers), IGNOU (Study Centre for Indira Gandhi National Open University), Bhartiya Bhasha Kendra, Institute of Administrative and Development Research (IADR) and Course on Computer Concepts. (CCC)
- Enriched central as well as departmental library.
- Excellent sports and games facilities.
- Active career counselling and placement cell.
- lectures by eminent personalities.
- No ragging incidents,
- Educational tours, guest
- Active IQAC
- Active Societies like Commerce Association, Psychology Association, Chemical Society Physics Association and the Botanical Society.

WEAKNESSES-

- Insufficient infrastructure for new courses.
- Smart classrooms and smart boards are the need of the hour and are required on an urgent basis.
- More computers with latest configuration are needed to augment the existing.
- Lack of high capacity well equipped auditorium to hold seminars.
- Ph.D registration in Dr BR Ambedkar University has not been done since 2009.
- Lack of interest in basic sciences by the students because of lack of direct job opportunity.
- Large number of students admitted have neither seen laboratory nor done experiments at school level.

CHALLENGES

- Train students in commercialisation skills

- Generate resources for up gradation of infrastructure.
- Constraints in Ph.D. Registration suppress the research programme in the college

8.Plans of institution for next year

1. Create leadership quality and entrepreneurship in small scale industries.
2. College is going to open a training centre for IT literacy programme under the Agies of NIELIT (course on computer concepts).
3. Smart classes for Science, Arts and Commerce.
4. Planning to start institute of administrative and development research(IADR).
- 5.Planning to start Volleyball Practice for students.

Dr Girish Maheshwari

Prof P E Joseph

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
