

**SAHU RAM SWAROOP MAHILA MAVIDYALAY  
BAREILLY**



**Criterion 6- Governance, Leadership and Management**

*6.1.2. The effective leadership is visible in various institutional practices such as decentralization and participative management.*

Scan OF Prospectus pf 2020-21 – committees, proctorial board, some letters issued to teachers

**Case Study of Participative Management– Presentation before the management committee and faculty on the process of NAAC Third Cycle –**

17/3/2021

NAAC Committee Meeting with management committee – A presentation on Requirements for achieving a good grade in NAAC Reaccreditation Third Cycle, Dr. Anamika Kaushiva, NAAC coordinator



All criteria for a good grade in NAAC.pptx

# **Deductions from the Self Study Report Manual Nov. 2020 and Submitted AQAR 2017, 2018**

**Dr. Anamika Kaushiva ,**  
Associate Professor, Economics  
Coordinator NAAC Committee

## **The Requirements for a Good Grade (as per questions raised in the SSR Manual)**

- ❖ AQAR for last four years
- ❖ Development and Maintenance of institutional database through MIS by IQAC
- ❖ AISHE Details
- ❖ RTI Link of the college
- ❖ Student Data base
- ❖ Library Automation
- ❖ Library Usage
- ❖ Library -E resources
- ❖ IT infrastructure
- ❖ Wi-Fi /Broadband
- ❖ MIS
- ❖ ICT
- ❖ Laboratories
- ❖ Computer-student ratio
- ❖ ERP
- ❖ Feedback System
- ❖ Registered Alumni
- ❖ Grievance Redressal System
- ❖ Code of Ethics policy document of the Institution
- ❖ Environmental Consciousness and Sustainability
- ❖ A ICT expert for assistance in AQAR and SSR
- ❖ Dynamic website

## IQAC – Quality Enhancement and Accreditation

### i. For Five Interim years

- Quality Improvement (peer team report of last visit)
- Quality Enhancement
- Timely online submission of all 5 years (signed hardcopy in college) and on college website
- Minutes of IQAC, ATR – hard copy and on college website
- Best Practices of last 5 years

### ii. after completion of SSR in hardcopy IQAC has the following tasks for NAAC accreditation

- IIQA
- Uploading SSR prepared by NAAC Committee
- DVV
- Peer team visit

## NAAC Committee – Preparation of SSR on the basis of AQAR, Quality Enhancement by IQAC in the last five years

### Preparation of SSR as per the manual

- AQAR softcopy and hardcopy
- NAAC committee needs following Data collected by IQAC for last five years for preparing the AQAR
  - i. Teacher Appraisal and research work
  - ii. Departmental reports
  - iii. Feedback forms and analysis reports
  - iv. Reports from all extension activities
  - v. Reports of all committees
  - vi. Data related from library/finance/administration
  - vii. Dynamic updated website

**The prepared SSR will be handed over to IQAC for uploading.**

## If the college has to go for the NAAC reaccreditation in the 2021-22 session

- ❖ AQAR 2017 -18 (Submitted uploaded on college website on 3/2/2021)
- ❖ AQAR 2018 – 19 (submitted uploaded on college website on 3/2/2021)
- ❖ AQAR 2019 - 20 (Submitted on 12/8/2021, uploaded on college website)
- ❖ AQAR 2020-21 (must be submitted ONLINE to NAAC Bangalore in the next session at the earliest for preparation of the SSR to begin)
- ❖ Above AQAR's and IQAC minutes and ATR uploaded on college website.
- ❖ Data of session 2021-22 will have to be collected
- ❖ Data Proofs of all criterion from 2017-18 till 2020-21 must be Collected, Filed, Scanned and be ready (as per the NAAC SOP) for uploading with the SSR.
- ❖ Student Data Base of the 2020-21 and 21-22 (as per SSR manual template) must be ready.
- ❖ Once the above is available  
NAAC Committee will prepare the Self Study report on the basis of above data and SSR manual and give it to IQAC for further process. SSR preparation will take at least three to four months.

18/3/2021

In a meeting of the Management Committee members- Sri. Manoj Goel, Secretary, Dr. Rakesh Arora, principal, Dr. K.C. Pathal, Member Management Committee and Dr. Shashi Bala Rathi, Member Management Committee, The existing IQAC Committee and The NAAC committee were dissolved and a single IQAC committee was reconstituted.

IQAC Coordinator – Dr. Anamika Kaushiva, Associate Prof. Dept. of Economics w.e.f.

Date: 18.03.2021/1.30 PM Meeting

Today, Dated 18.03.2021 at 1.30 PM, after the reorganisation of the IBAC, a meeting was called upon to discuss upon the strategy for conducting NAAC in the college in near future.

Following members were present:

- Dr. Rakesh Arora (Principal) *Rakesh*
- Dr. Anamika Kaushik (convener) *Anamika*
- Shri. Manoj Goyal *Manoj Goyal*
- Dr. K.C. Pathak *K.C. Pathak*
- Dr. Shashi Bala Rathi *Shashi*
- Dr. Shashi Shukla *Shashi*
- Dr. Kanak Jata Singh *Kanjha*
- Dr. Preeti Pathak *Preeti*
- Dr. Asha Gupta *Asha*
- Dr. Radha Yadav *Radha*
- Dr. Geeta Agarwal *Geeta*
- Dr. Seema Gautam *Seema*
- Shri Ashutosh Singh *Ashutosh*
- Ms. Priyanka Verma *Priyanka*
- Dr. Preeti Verma *Preeti*
- Dr. Atka Jainwal *Atka*
- Dr. Abhilasha Saraswat *Abhilasha*
- Dr. Pragya Rawat *Pragya*

Date: 18.08.2021/2:30PM Meeting

Today, dated 18.08.2021 at 2:30 PM, a meeting was called upon by the website committee in which members from managing committee and ISAC also participated. Following members were present:

- Shri. Manoj Goyal Goyal
- Dr. K.C. Pathak
- Dr. Shashi Bala Rathi
- Dr. Anamika Kaushik
- Dr. Shashi Shukla
- Dr. Kanaklata Singh
- Dr. Preeti Pathak
- Dr. Asha Gupta
- Dr. Radha Yadav

Manoj

Shashi

Anamika

Shashi

Kanaklata

Preeti

Asha

Radha

Minutes :-

- Various important issues like designing of website, process of online admission and the expenditure related with these tasks were discussed.
- For the efficient execution of ISAC related tasks the need of a fulltime computer technician and a separate room with all required setup was agreed upon.
- For the safety of students as well as teachers,

the fencing of the open spaces near centre and some other departments also agreed upon.

Anamika

Meeting 23.3.2021

Date: 23.03.2021 Meeting

Today, Dated 23.03.2021, a meeting of IOAC was called in which following members were present :

- 1) Dr. Rakesh Arora
  - 2) Dr. Anamika Kaushiva
  - 3) Dr. Shashi Shukla
  - 4) Dr. Karak Lata Singh
  - 5) Dr. Preeti Pathak
  - 6) Dr. Asha Gupta
  - 7) Dr. Radha Yadav
  - 8) Dr. Geeta Agarwal
  - 9) Dr. Seema Gautam
  - 10) Shri Ashutosh Singh
  - 11) Ms. Priyanka Verma
  - 12) Dr. Preeti Verma
  - 13) Dr. Alka Jaiswal
  - 4) Dr. Abhilasha Saraswat
  - 5) Dr. Pragya Rawat
- 6) Divya Pandey
- Handwritten notes and signatures on the right side of the list:  
Anushka Shukla  
Kosin  
A. Gupta  
23/03/21  
Jat  
Geeta Agarwal  
Seema  
Ashutosh Singh  
23.3.21  
Priyanka Verma  
23/03/2021  
Alka Jaiswal  
Abhilasha  
Pragya

Meeting Minutes :-

- A Powerpoint presentation was made by the IOAC coordinator explaining the tasks needs to be done before conducting NAAC in the college in near future. The presentation focussed upon various important issues like the responsibilities of IOAC, current status

of college & the need to prepare AAR for the session 2019-20 by 31<sup>st</sup> May to get it uploaded by the end of the May month.

- Departments were asked to prepare a short departmental report for the session 2019-20 and get it submitted by the 15<sup>th</sup> of April. For it, a specimen of Departmental report was circulated to all the departments.
- The process of feedback for the session 2019-20 was decided.
- The process of submitting online feedback for the session 2020-21 was decided to be completed by 15<sup>th</sup> April. The feedback committee is entrusted with this task.
- The task of preparing Student Survey Report for the session 2020-21 has been assigned to Dr. Preeti Verma of Physical Education department.
- Formulation of new committees and reformulation of existing committees was done to assist the IAAC. Each committee was proposed to include one member from IAAC along with other members from teaching faculty.
- The various demands of departments regarding infrastructure and other facilities were discussed.

Handwritten

Committies

साहू रामस्वरुप महिला महाविद्यालय, बरेली  
विभिन्न समितियों सत्र 2020-21

क्र.सं.	नाम समिति	समितियों/सदस्य
1.	प्राक्टोरियल बोर्ड	डॉ० रुचि गुप्ता, चीफ प्राक्टर डॉ० कनक लता सिंह, प्राक्टर डॉ० प्रीति पाठक प्राक्टर डॉ० प्रज्ञा रावत, प्राक्टर
2.	यु०जी०सी० समिति	डॉ० अनामिका कौशिका, संयोजिका डॉ० प्रीति पाठक, सदस्या डॉ० कनक सिंह, सदस्या डॉ० रुचि शिभल, सदस्या श्री मानक वन्द अग्रवाल, सदस्या
3.	नैक समिति	डॉ० अनामिका कौशिका, संयोजिका डॉ० शशि शुक्ला, सदस्या डॉ० रुचि गुप्ता, सदस्या डॉ० पुनम सिंह, सदस्या डॉ० कनकलता सिंह, सदस्या डॉ० प्रीति पाठक, सदस्या डॉ० आशा गुप्ता, सदस्या डॉ० सीमा गीतम, सदस्या डॉ० गीता अग्रवाल, सदस्या श्री शशांक मिश्रा, सदस्य
4.	लाइब्रेरी/मैगजीन परामर्श समिति	डॉ० राकेश अरोरा, प्राचार्या डॉ० शशि शुक्ला, संयोजिका डॉ० अनामिका कौशिका, सदस्या डॉ० कनक लता सिंह, सदस्या डॉ० प्रीति पाठक, सदस्या डॉ० आशा गुप्ता, सदस्या डॉ० राधा यादव, सदस्या डॉ० सीमा गीतम, सदस्या डॉ० गीता अग्रवाल, सदस्या डॉ० अलका जायसवाल, सदस्या डॉ० अभिलाषा सारस्वत, सदस्या डॉ० प्रज्ञा रावत, सदस्या श्री तेज सिंह, पुस्तकालय प्रभारी श्री शशांक मिश्रा, सदस्य
	निर्धन छात्र परामर्श समिति	डॉ० राकेश अरोरा, प्राचार्या डॉ० ज्योति शर्मा, संयोजिका डॉ० आशा गुप्ता, सदस्या डॉ० सीमा गीतम, सदस्या श्री तेज सिंह, पुस्तकालय प्रभारी/सदस्य

**साहू रामस्वरुप महिला महाविद्यालय, बरेली**  
**विभिन्न समितियों सत्र 2020-21**

क्र.सं.	नाम समिति	समितियों/सदस्य
1.	प्राक्टोरियल बोर्ड	डॉ० रुचि गुप्ता, चीफ प्राक्टर डॉ० कनक लता सिंह, प्राक्टर डॉ० प्रीति पाठक प्राक्टर डॉ० प्रज्ञा रावत, प्राक्टर
2.	यू०जी०सी० समिति	डॉ० अनामिका कौशिका, संयोजिका डॉ० प्रीति पाठक, सदस्या डॉ० कनक सिंह, सदस्या डॉ० रुचि सिंघल, सदस्या श्री मामक चन्द अग्रवाल, सदस्य
3.	नैक समिति	डॉ० अनामिका कौशिका, संयोजिका डॉ० शशि शुक्ला, सदस्या डॉ० रुचि गुप्ता, सदस्या डॉ० पूनम सिंह, सदस्या डॉ० कनकलता सिंह, सदस्या डॉ० प्रीति पाठक, सदस्या डॉ० आशा गुप्ता, सदस्या डॉ० सीमा गीतम, सदस्या डॉ० गीता अग्रवाल, सदस्या श्री शशांक मिश्रा, सदस्य
4.	लाइब्रेरी/मैगजीन परामर्श समिति	डॉ० राकेश अरोरा, प्राचार्या डॉ० शशि शुक्ला, संयोजिका डॉ० अनामिका कौशिका, सदस्या डॉ० कनक लता सिंह, सदस्या डॉ० प्रीति पाठक, सदस्या डॉ० आशा गुप्ता, सदस्या डॉ० राधा यादव, सदस्या डॉ० सीमा गीतम, सदस्या डॉ० गीता अग्रवाल, सदस्या डॉ० अलका जायसवाल, सदस्या डॉ० अभिलाषा सारस्वत, सदस्या डॉ० प्रज्ञा रावत, सदस्या श्री तेज सिंह, पुस्तकालय प्रभारी श्री शशांक मिश्रा, सदस्य
	निर्धन छात्र परामर्श समिति	डॉ० राकेश अरोरा, प्राचार्या डॉ० ज्योति शर्मा, संयोजिका डॉ० आशा गुप्ता, सदस्या डॉ० सीमा गीतम, सदस्या श्री तेज सिंह, पुस्तकालय प्रभारी/सदस्य

क्र.सं.	नाम समिति	सदस्य
28.	भूतपूर्व छात्रा संगठन समिति	डॉ० गीता अग्रवाल, संयोजिका डॉ० आकांक्षा रस्तोगी, सदस्या
29.	वॉल मैग्जीन समिति	सुश्री दिव्या पाण्डेय, संयोजिका श्रीमती शिवानी पाल छात्रा प्रतिनिधि
30.	भवन निर्माण समिति	श्री टी.एन. गोयल, संयोजक वरिष्ठ सदस्य प्रबन्ध समिति श्री मनोज गोयल, सचिव डॉ० राकेश अरोरा-प्राचार्या डॉ० प्रीति पाठक-सदस्या डॉ० सीमा अग्रवाल-सदस्या श्री आशुतोष सिंह-सदस्य प्रचार्य द्वारा नामित सदस्य
31.	रोवर रेंजर समिति	डॉ. रीना टंडन संयोजिका श्री शशांक मिश्रा, सदस्य
32.	बी.कॉम. (ऑनर्स) एवं एम.काम.	डॉ. प्रज्ञा रावत, संयोजिका डॉ. श्वेता अग्रवाल, सदस्या सुश्री प्रगति अग्रवाल, सदस्या नामित छात्राएं
33.	फैशन डिजाइन समिति	डॉ. अलका जायसवाल, संयोजिका डॉ. लक्ष्मी गुप्ता, सदस्या डॉ. ज्योति गुप्ता नामित छात्राएं
34.	महाविद्यालय व्यवस्था समिति	डॉ. शशि शुक्ला, संयोजिका डॉ. गीता अग्रवाल, सह-संयोजिका छात्र प्रतिनिधि
35.	कार्यालय व्यवस्था समिति	श्री टी.एन. गोयल, संयोजक डॉ० राकेश अरोरा- सह-संयोजिका श्री मदन मोहन शर्मा-सदस्य



क्र.सं.	नाम समिति	सदस्य
22.	इन्टरनेट एवं बेवसाइट समिति	डॉ० अनामिका कौशिका, संयोजिका डॉ० श्रीमती पूनम सिंह, सह-संयोजिका श्री शशांक मिश्रा, सदस्य
23.	ग्रीवान्स रिड्रेसल समिति	डॉ० रूचि गुप्ता, संयोजिका डॉ. सीमा अग्रवाल, सह-संयोजिका
24.	रिसर्च प्रमोशन समिति	डॉ० शशि शुक्ला, संयोजिका डॉ. ज्योति शर्मा, सह-संयोजिका श्री आशुतोष सिंह, सदस्य डॉ० प्रियाली दत्ता, सदस्या
25.	छात्रवृत्ति समिति सामान्य जाति अनु.जाति/जनजाति  पिछड़ा वर्ग  अल्पसंख्यक  लिपिक वर्ग	श्रीमती सीमा अग्रवाल, संयोजिका कु. दीप शिखा, सहायक डॉ० सीमा गौतम डॉ. अनीता डॉ० आशा गुप्ता श्रीमती वीना यादव डॉ० प्रीति सिंह श्रीमती कनिका पाण्डेय श्री मदन मोहन शर्मा, सहायक श्री आशीष सक्सेना, सहायक
26.	पुरस्कार एवं परितोषिक समिति	डॉ० गीता अग्रवाल, संयोजिका डॉ० आकांक्षा रस्तोगी, सह-संयोजिका
27.	महाविद्यालयीय प्रकाशन समिति	डॉ० प्रतिभा पाण्डेय, सम्पादिका डॉ. गीता अग्रवाल, सह-सम्पादिका डॉ० प्रियाली दत्ता - सदस्या नामित सदस्य

