

# **NAAC**

## **Revised Format of Self-Study Report**

**(As per the NAAC Manual for Universities effective from July, 2017)**

### **Qualitative Metrics to seek Descriptive data from Department**

## CRITERION I – CURRICULAR ASPECTS

### Key Indicator- 1.1 Curriculum Design and Development

<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual, July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)
<b>1.1.1</b>	<b>Curricula developed/adopted relevant to local/national/global needs; program outcomes, course outcomes.</b>	<b>Supporting Document required:</b>  <p style="text-align: center;">No</p>

### Key Indicator- 1.3 Curriculum Enrichment

<b>1.3.1</b>	<b>Integration of cross-cutting issues relevant to Gender, Environment and sustainability, Human values, Professional Ethics into curriculum.</b>	<b>Supporting Documents required:</b>  <p style="text-align: center;">Yes.</p> <p>The paper No – 104 titled Indian Culture and Civilization in Sanskrit Literature is being taught for MA Sanskrit, Ist Semester and IDC IInd Semester. This paper contains gender, human values, ethics, environmental issues as well as cultural aspects.</p>
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## Criterion II-Teaching -Learning and Evaluation

### Key Indicator - 2.2 Catering to Student Diversity

<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual , July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)
<b>2.2.1</b>	<b>The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners</b>	<b>Supporting Document required:</b>  The Department of Sanskrit organizes special programmes for the students – <ul style="list-style-type: none"> <li>• Motivations</li> <li>• Individual attentions</li> <li>• Restorations and development of self-confidence.</li> <li>• Remedial Classes</li> <li>• Audio and Audio-visual instructions</li> <li>• Computer assisted instructions</li> <li>• Swadhyaya Mandal (one day in a week,) for co-curricular activities.</li> </ul>

### Key Indicator-2.3 Teaching- Learning Process

<b>2.3.1</b>	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>	<b>Supporting Document required:</b>  i. Reading of selected text portions, class lectures, special lectures by the experts, seminars. ii. Class-discussions/demonstrations/Group discussion through Power Point Presentation. iii. IT enabled classes are being taken by the faculty members.
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<b>Key Indicator- 2.6 Student Performance and Learning Outcomes</b>		
<b>2.6.1</b>	<b>Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed on website and communicated to teachers and students</b>	<b>Supporting Documents required:</b>  No
<b>2.6.2</b>	<b>Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution</b>	<b>Supporting Documents required:</b>  No

## Criterion III- Research, Innovations and Extension

### Key Indicator - 3.6 Extension Activities

<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual , July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)
<b>3.6.1</b>	<b>Extension activities in the neighbourhood community, if any, in terms of impact and sensitising students to social issues and holistic development during the last five years.</b>	<b>Supporting Document Required:</b>  The Department maintains a cordial relationship with other academic bodies by which the students are being mutually benefited. The notable & main extension activities are – <ul style="list-style-type: none"> <li>• Workshops, Seminars, Symposium, Special Lectures</li> <li>• NN Choudhuary yearly special lecture</li> <li>• Nukkad Natak (Drama)</li> <li>• Uses of Vedic motivational hymns.</li> <li>• Verses of Upanishad, Ramayana &amp; Geeta.</li> </ul>

## Criterion IV – Infrastructure and Learning Resources

### Key Indicator - 4.1 Physical Facilities

<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual , July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)

4.1.1	Facilities for teaching - learning available in Dept. / Centre as per the minimum specified requirements by the statutory bodies.	<b>Supporting Document Required:</b>  Seven classrooms are IT enabled. One computer cum research lab for research scholars.
4.1.2	The institution has adequate facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities.	<b>Supporting Document Required:</b>  These facilities are available at University.
<b>CRITERION V: STUDENT SUPPORT AND PROGRESSION</b>		
<b>Key Indicator- 5.4 Alumni Engagement</b>		
<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual , July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)
5.4.1	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non-financial means during the last five years	<b>Supporting Document Required:</b> No

## Criterion VI: Governance, Leadership and Management

### Key Indicator - 6.1 Institutional Vision and Leadership

<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual , July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)
<b>6.1.2</b>	<b>The institution practices decentralisation and participative management</b>	<b>Supportive Documents Requirement:</b> Different committees are being formed for smooth functioning of the Departmental academic & administrative activities.

## Criterion VII – Institutional Values and Best Practices

### Key Indicator - 7.1 Institutional Values and Social Responsibilities

<b>Metric No.</b> (as per NAAC Manual)	<b>Description</b> (as per NAAC Manual , July 2017, for Reference purposes)	<b>Data Requirement from Department</b> (For Academic years 2012-13 to 2016-17)
<b>7.1.1.2</b>	<b>Institution shows gender sensitivity in providing facilities such as:</b>  <b>a) Safety and Security</b> <b>b) Counselling</b> <b>c) Common Room</b>	Orientation Programmes for the students are being organized time to time by the Department. Different committees e.g. Anti Ragging Committee, Sexual Harassment Committee are being formed.

<b>7.1.2 Environmental Consciousness and Sustainability</b>		
<b>7.1.2.3</b>	<b>Waste Management steps</b>	<b>Supporting Document Required:</b> The arrangements are being done by the University.
<b>7.1.2.4</b>	<b>Rain water harvesting structures and utilization in the department</b>	<b>Supporting Document Required:</b> The arrangements are being done by the University.
<b>7.1.2.5</b>	<b>Green Practices</b>	<b>Supporting Document Required:</b> The arrangements are being done by the University.
<b>Key Indicator - 7.2 Best Practices</b>		
<b>7.2.1</b>	<b>State at least two institutional best practices (as per NAAC format)</b>	<b>Supporting Document Required:</b> <ul style="list-style-type: none"> <li>• Remedial classes for students.</li> <li>• IT enable classes.</li> <li>• All information being published regularly on the Departmental Website.</li> </ul>
<b>Key Indicator - 7.3 Institutional Distinctiveness</b>		
<b>7.3.1</b>	<b>Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust.</b>	<b>Supporting Document Required:</b> No