

# **Annual Quality Assurance Report (AQAR)**

**For 2016-17**

**Submitted to**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*(An Autonomous Institution of the University Grants Commission)*



**Wilsonia Degree College, Moradabad**

**Track ID – UPCOGN 15025**

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year (*for example 2013-14*)

2016-17

### 1. Details of the Institution

1.1 Name of the Institution

Wilsonia Degree College

1.2 Address Line 1

Ashiana Phase II

Address Line 2

Kanth Road

City/Town

Moradabad

State

Uttar Pradesh

Pin Code

244001

Institution e-mail address

Wdc.wilsonia@ymail.com

Contact Nos.

0591-2493795, 9027089165

Name of the Head of the Institution:

Dr. V.K. Tyagi

Tel. No. with STD Code:

0591-2493794

Mobile:

9837194739

Name of the IQAC Co-ordinator:

Mr. Sanchit Mehrotra

Mobile:

9456290540

IQAC e-mail address:

wdc.iqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

UPCOGN 15025

**OR**

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.wdc.ac.in

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.02	2016	5 Years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20/03/2012

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 N.A.
- 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-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*)

M.J.P. Rohailkhand University,  
Bareilly

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	N.A.		
University with Potential for Excellence	N.A.	UGC-CPE	N.A.
DST Star Scheme	N.A.	UGC-CE	N.A.
UGC-Special Assistance Programme	N.A.	DST-FIST	N.A.
UGC-Innovative PG programmes	N.A.	Any other ( <i>Specify</i> )	N.A.
UGC-COP Programmes	N.A.		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	2
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	3
2.4 No. of Management representatives	2
2.5 No. of Alumni	2
2.6 No. of any other stakeholder and community representatives	1
2.7 No. of Employers/ Industrialists	0
2.8 No. of other External Experts	0
2.9 Total No. of members	11
2.10 No. of IQAC meetings held	2

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)

(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

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
11-07-2016: * Academic Calender from July to December * Appointment of Accountant * 50 <sup>th</sup> Anniversary Planning	Enforcement of planned activities
10-01-2017: * Academic Calender to January to June	

2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

The Management encouraged the initiative. After the AQAR report was submitted, the Management scanned through the report and approved it.

## 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	0	0	0	0
PG	0	0	0	0
UG	3	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
<b>Total</b>	3	0	0	0
Interdisciplinary	NO	NO	NO	NO
Innovative	NO	NO	NO	NO

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	NO
Annual	2

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

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

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

Syllabus is periodically revised by M.J.P. Rohailkhand University. Last revision was done to unify syllabus in academic session 2014-15.

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

No new department has been added



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	17	13	3	0	1 (Principal)

2.2 No. of permanent faculty with Ph.D.

12

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
NO	NO	NO	NO	NO	NO	NO	NO	NO	NO

2.4 No. of Guest and Visiting faculty and Temporary faculty

2

3

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	0	0
Presented papers	0	0	3
Resource Persons	0	0	0

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

Stress given on more inclusion of audio-visual methods for imparting lectures

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

210

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

Examination and evaluation reforms are done by University

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

0

0

0

2.10 Average percentage of attendance of students

78

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.Com.	146		16	130		
B.Sc.	64		17	47		
B.B.A.	18		16	130		

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

Fixtures are made in IQAC meetings and are strictly followed by faculty members
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2.13 Initiatives undertaken towards faculty development

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

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	8	0	0	0
Technical Staff	1	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

N.A.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

#### 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	N.A.	N.A.	0	0
Minor Projects	N.A.	N.A.	0	0
Interdisciplinary Projects	N.A.	N.A.	0	0
Industry sponsored	N.A.	N.A.	0	0
Projects sponsored by the University/ College	N.A.	N.A.	0	0
Students research projects <i>(other than compulsory by the University)</i>	N.A.	N.A.	0	0
Any other(Specify)	N.A.	N.A.	0	0
Total	N.A.	N.A.	0	0

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  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  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	N.A.	N.A.	N.A.	N.A.	N.A.
Sponsoring agencies	N.A.	N.A.	N.A.	N.A.	N.A.

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  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	N.A.
	Granted	N.A.
International	Applied	N.A.
	Granted	N.A.
Commercialised	Applied	N.A.
	Granted	N.A.

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
N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

0

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 0 SRF 0 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level 0 State level 0

National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 0

National level 0 International level 0

3.23 No. of Awards won in NSS:

University level 0 State level 0

National level 0 International level 0

3.24 No. of Awards won in NCC:

University level 0 State level 0

National level 0 International level 0

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 other	<input type="text"/>

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

- The students celebrated Ozone Day, planted trees etc. Various activities were conducted for awareness regarding social causes.
- Various co-curricular activities conducted for celebrating 50<sup>th</sup> Anniversary of Wilsonia Group.

## 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	1.287 Acres	0	Self Financed	1.287 Acres
Class rooms	0	0	N.A.	0
Laboratories	0	0	N.A.	0
Seminar Halls	0	0	N.A.	0
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	0	0	N.A.	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	N.A.	0
Others	0	0	N.A.	0

#### 4.2 Computerization of administration and library

Our Library is already computerized

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (aapprox)	No.	Value	No.	Value
Text Books	3,300	709500	50	4515	3,350	714015
Reference Books	332	Donated	10	Donated	342	Donated
e-Books	20	Downloaded	0	NA	20	Downloaded
Journals	150	9000	50	3000	200	12000
e-Journals	NA	NA	NA	NA	NA	NA
Digital Database	NA	NA	NA	NA	NA	NA
CD & Video	12	Downloaded	0	0	12	Downloaded
Others (specify)	NA	NA	NA	NA	NA	NA

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	8	1	1	1	1	1	2	N.A.
Added	1	0	1	0	0	0	1	N.A.
Total	9	1	2	1	1	1	3	N.A.

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

New Reliance WiFi facility set up in campus.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.65
ii) Campus Infrastructure and facilities	7.21
iii) Equipments	0.95
iv) Others	2.76
<b>Total :</b>	<b>11.57</b>



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Various Committees that are already formed were reviewed regarding their progress, difficulties faced by students, solutions suggested and implemented

#### 5.2 Efforts made by the institution for tracking the progression

N.A.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
784	N.A.	N.A.	N.A.

#### (b) No. of students outside the state

N.A.

#### (c) No. of international students

N.A.

Men	No	%	Women	No	%
	422	53.82		362	46.17

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
554	55	0	212	0	821	532	52	0	200	0	784

Demand ratio 1:3      Dropout % <1%

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

N.A.

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

### 5.6 Details of student counselling and career guidance

A separate committee for student counselling and career guidance has been formulated to provide support for students.

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
2	12	1	N.A.

### 5.8 Details of gender sensitization programmes

Apart from Proctorial Board, a separate Women Grievance and Redressal Cell is formed. Also, Power Angels Programme (Initiated under District Authorities, and as per their guidelines) is running in the college

### 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 level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	50	N.A.
Financial support from government	89	N.A.
Financial support from other sources	N.A.	N.A.
Number of students who received International/ National recognitions	N.A.	N.A.

5.11 Student organised / initiatives

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 major issues surfaced

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision of College: The Vision is 'Let Your Light Shine'. As part of Group's commitment to provide the best education possible, striving to make the student a better person, is the focus of education in Wilsonia Degree College.

Mission of College: The mission of the institution is imparting higher education in the field of Commerce, Science and Management such as Business Administration, spreading education amongst eligible public, especially towards the benefit of students belonging to Christian community.

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:

6.3.1 Curriculum Development

Whatever are the instructions of the affiliating University, our college works in accordance.

6.3.2 Teaching and Learning

The students participate in educational tours, guest lectures, group discussions and personality development classes.

6.3.3 Examination and Evaluation

Both Examination and Evaluation are conducted as per instructions given by University. Internal examinations and class tests are conducted for betterment of students.

6.3.4 Research and Development

N.A.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library is exhaustively used by students. Also, students get benefit of all ICT initiatives such as multimedia projectors and computer systems with internet connectivity.

### 6.3.6 Human Resource Management

Different committees are formed, which also have students on board for various day-to-day problems and grievances.

### 6.3.7 Faculty and Staff recruitment

Done as per requirement. Faculty members are periodically approved by the University.

### 6.3.8 Industry Interaction / Collaboration

Industrial visits are conducted for the students

### 6.3.9 Admission of Students

Done on the base of merit, on first come first serve basis.

### 6.4 Welfare schemes for

Teaching	Medical/ Maternity leave, Cash/ kind rewards on Christmas. Also considerable financial help is provided in times of crisis. Complementary lunch on occasions
Non teaching	Medical/ Maternity leave, Cash/ kind rewards on Christmas. Also considerable financial help is provided in times of crisis. Two sets of uniforms given to class IV employees every year.
Students	Fee waiver for wards of staff, as well as discounts on tuition fee for meritorius students

### 6.5 Total corpus fund generated

NIL

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	No		Yes	Management
Administrative	No		Yes	Management

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

For UG Programmes

Yes

No

For PG Programmes

N.A.

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

Nil

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

Nil

6.11 Activities and support from the Alumni Association

Association for Alumni has been registered for Wilsonia Group. Periodic meetings are conducted

6.12 Activities and support from the Parent – Teacher Association

Periodic meetings are conducted. Also feedback is taken from the parents.

6.13 Development programmes for support staff

Administrative staff is made conversant in spoken and written English, as well as computer skills.

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

Ours is a lush green campus, with proper waste disposal system, and water harvesting system. Tree plantation is also done.

## 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.

- Tennis Court constructed to strengthen sports
- Councelling Cell formed for welfare of students

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

No formal report prepared. The completion of tasks, that were planned in the beginning of the year, have been scrutinized by the Management, and discussed in the meetings. Necessary action, if any, also taken

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

- Remedial/ Special classes for weak/ lagging students.
- Regular guest lectures.

7.4 Contribution to environmental awareness / protection

Tree plantation is done on regular basis. Also, inverter system was installed to give power at key locations so that use of generator can be minimized. Apart from that, regular energy conservation, waste disposal and garbage management was done as before.

7.5 Whether environmental audit was conducted?    Yes     No

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

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

- Addition of new courses
- Construction of Basketball court
- Improvement of WiFi facility and increase in bandwidth

Name: Mr. Sanchit Mehrotra

*Sanchit Mehrotra*  
14/07/2017

Signature of the Coordinator, IQAC

Name: Dr. V.K. Tyagi

*V.K. Tyagi*

Signature of the Chairperson, IQAC

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Annexures

Annexure  
1(a)

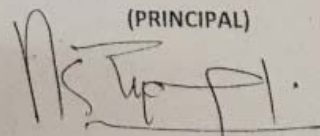
**WILSONIA DEGREE COLLEGE**

Ashiana Phase II, Moradabad

**Fixture for the session 2016-17**

Months	Days	Dates	Events	Event Incharge
August	Mon	1 <sup>st</sup>	Orientation Ceremony	Mr. Sanchit Mehrotra
	Tues	2 <sup>nd</sup>	Classes Commence	
	Mon	15 <sup>th</sup>	Independence Day	
September	Sat	3 <sup>rd</sup>	Fresher Party	All Faculty
	Fri	16 <sup>th</sup>	Ozone day- Plantation by students	Dr. Sanjay & Dr. Bhardwaj
	Tues	20 <sup>th</sup>	Guest Lecture (BBA)	Dr. Nikhil & Dr. Bhawna
	Wed	28 <sup>th</sup>	Personality Development Class by Dr. Bhawna (BBA, B.Sc, B.Com)	
October	Wed	5 <sup>th</sup>	Debate Competition (BBA, B.Sc, B.Com)	Dr. Bhardwaj, Dr. Sarika, Mr. Sanchit, Dr. Neha, Dr. Ankita & Mr. U.C. Sharma
	Tues	18 <sup>th</sup>	Personality Development Class by Dr. Nikhil (BBA, B.Sc, B.Com)	
	Tues	25 <sup>th</sup>	Industrial Visit (BBA)	Dr. Nikhil, Mr. U.C. Sharma & Dr. Bhawna
November	Fri & Sat	11 <sup>th</sup> & 12 <sup>th</sup>	Kaleidoscope	All Faculty
	Tue & Wed	29 <sup>th</sup> & 30 <sup>th</sup>	Sports	Dr. Sanjay, Dr. Bhardwaj & Mr. Sanchit
December	Thurs	1 <sup>st</sup>	Guest Lecture (B.Sc)	Dr. Neha & Mrs Sanyogita
	Sat	3 <sup>rd</sup>	Smart Classes on Interviewing Skills (BBA, B.Com III, B.Sc III)	Dr. Sarika & Dr. Ankita
	Mon- Mon	12 <sup>th</sup> - 19 <sup>th</sup>	Pre-University Exam (BBA)	Dr. Sarika & Mr. Sanchit

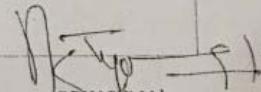
(PRINCIPAL)



Annexure  
1(b)

**WILSONIA DEGREE COLLEGE**  
Ashiana Phase II, Moradabad  
**Fixture for the session 2016-17**

Months	Days	Dates	Events	Event Incharge
January	Mon	16 <sup>th</sup>	Commencement of BBA classes	
	Thurs	26 <sup>th</sup>	Republic Day	Mr. Sanchit Mehrotra
	Tues	31 <sup>st</sup>	B.Com. Pre-University Exams	Dr. Nikhil Ranjan Agarwal
February	Wed	1 <sup>st</sup>	B.Sc. Pre-University Exams	Dr. Sanjay Agarwal
	Mon	20 <sup>th</sup>	Business Quiz-BBA	Mr. Sanchit Mehrotra & Dr. Ankit Agarwal
	Thurs	23 <sup>rd</sup>	Personality Development Class by Dr. Nikhil Ranjan Agarwal (BBA)	
March	Wed	1 <sup>st</sup>	B.Com & B.Sc. University Exams	
			Assignments-BBA	All Faculty
April			Practice Session of Power Point Presentations-BBA	All faculty
	Wed	12 <sup>th</sup>	Group Discussion	Mr. Sanchit Mehrotra & Dr. Nikhil Ranjan Agarwal
	Wed	19 <sup>th</sup>	Personality Development Workshop-BBA	Mr. U.C. Sharma & Dr. Bhavna Sharma
May	Tues & Wed	2 <sup>nd</sup> & 3 <sup>rd</sup>	Power Point Presentation in English-BBA-II Sem	Dr. Ashish Santram, Dr. V.K. Tyagi, Dr. Sarika Khanna & Dr. Nikhil Ranjan Agarwal
			Power Point Presentations on projects-BBA IV & BBA VI Sem	
	Mon	15 <sup>th</sup>	Pre-University Exam (BBA)	Dr. Sarika Khanna

  
(PRINCIPAL)