ANNUAL QUALITY ASSURANCE REPORT

(AQAR)

2017-18

SUBMITTED TO THE

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BANGALURU

BY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

GOVT. DR. WAMAN WASUDEV PATANKAR GIRLS' P.G. COLLEGE, DURG

CHHATTISGARH

(ACCREDITED BY NAAC WITH B GRADE, CGPA 2.90)

The Annual Quality Assurance Report (AQAR) of the IQAC

Govt. Dr. Waman Wasudev Patankar Girls' P.G. College, Durg

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2017 to June 30, 2018)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	**GOVT. DR W.W. PATANKAR GIRLS' P.G COLLEGE DURG [C.G.]**
1.2 Address Line 1	**NEAR KENDRIYA VIDYALAYA**
Address Line 2	**JAIL ROAD**
City/Town	**DURG**
State	**CHHATTISGARH**
Pin Code	**491001**
Institution e-mail address	**govtgirlspgcollege@gmail.com**
Contact Nos.	**0788-2323773, 2212207**
Name of the Head of the Institution:	**DR. SUSHILCHANDRA TIWARI**
Tel. No. with STD Code:	**0788-2323773**

Mobile:

<table>
<tr><td>09424110784</td></tr>
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Name of the IQAC Co-ordinator:

Dr. Amita Sehgal

Mobile:

09425211964

IQAC e-mail address:

govtgirlspgcollege@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   CHCOGN12620

1.4 **NAAC Executive Committee No. & Date:**   EC(SC)/05/RAR/034, Dated 03.03.2015
(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.govtgirlspgcollegedurg.com

Web-link of the AQAR: **www.govtgirlspgcollegedurg.com**

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	76.75	2006	5 years
2	2nd Cycle	B	2.90	2015	5 years
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   **05/11/2012**

1.8 AQAR for the year *(for example 2010-11)*   **2017-18**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and

Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

AQAR   2016-17   08/09/2017   (DD/MM/YYYY)

1.10 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 [ ] Women [√]

                     Urban [√] Rural [ ] Tribal [ ]

Financial Status   Grant-in-aid [ ] UGC 2(f) [√] UGC 12B [√]

                     Grant-in-aid + Self Financing [√] Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [√]   Science [√] Commerce [√] Law [ ] PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ] Management [ ]

Others (Specify) [PGDCA]

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

HEMCHAND YADAV VISHWAVIDYALAYA, DURG

1.13 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 | 06+01 (PRINCIPAL) |

2.2 No. of Administrative/Technical staff | 02 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | - |

2.5 No. of Alumni | 01 |

2. 6 No .of any other stakeholder and

Community representatives | 01 |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 16 |

2.10 No. of IQAC meetings held | 04 |

2.11 No. of meetings with various stake holders :   No. | 04 | Faculty | 06 |

Non-Teaching Staff | 01 | Students | 02 | Alumni | 01 | 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 No. | 12 | International | - | National | - | State | 01 | Institution | 06 |

(ii) Themes

1. Seven days workshop on Tally Basic Course by commerce department.
2. One day workshop by CITCON for entrepreneurs (Dec. 2017).
3. One week workshop on 'Aadi Rang' by drawing department.
4. Seminar on GST by commerce department.
5. Three days entrepreneurship awareness program (22 to 24 Jan. 2018).
6. Twenty eight days Women Entrepreneurship Development Program (WEDP) (2 Feb. To 5 March 2018).

2.14 Significant Activities and contributions made by IQAC

1. Induction Programme for first year students.
2. Orientation programme for newly appointed faculty members.
3. Training Programs and Job Placement.
4. Women entrepreneurship Programs.
5. Legal awareness Program.
6. Inauguration of Medical Centre.
7. Training on Disaster Management.
8. College Campus News released.
9. Educational trip to Delhi.
10. Group discussion and debate competition.
11. Open quiz competition.
12. Three days entrepreneur awareness camp.
13. Inauguration of Honesty Corner.
14. Youth Spark competition.
15. Rangoli Workshop.
16. One week Tally Basic Course 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.

S.no.	Plan of Action	Outcomes
I	*Curricular Aspect* : ❖ Planned to Open the following courses- 1. B.A. in Kathak 2. M.A. in Sculpture 3. Diploma in folk Dance & Music ❖ To take regular feedback from students.	❖ Proposal submitted for B.A. in Kathak, M.A. in Sculpture, Diploma in folk Dance and Music ❖ Feedback is regularly taken from the students and taken proper action after collection of feedback form.

S.no.	Plan of Action	Outcomes
II	Teaching, Learning and Evaluation	
	❖ Experimental learning to be promoted through internship ❖ To organise seminars/workshops, guest lectures in different departments. ❖ To organise special English coaching classes for weak students and free of cost coaching classes for competitive exams. ❖ To increase the number of educational trips, industrial trips for students so that they can gain practical knowledge of their subject. ❖ Result analysis to be done and to take proper action. ❖ To conduct various tests like unit test, internal exam, half yearly exam model exam etc. ❖ To arrange training for GST. ❖ To motivate students for power point presentation in their respective interested subjects.	❖ Approx. all the departments conducted classroom seminar/workshop and guest lecture. ❖ Special English coaching class for weak students conducted for one month and PSC coaching also arranged for the students. ❖ Students were motivated to have practical experience through industrial/ educational trips, tour for Parliament House and Rashtrapati Bhavan was the main attraction. ❖ Results of all the classes were analysed and special classes taken for the subjects having poor results. ❖ According to the academic calendar, all the tests and exams were conducted and evaluated. Through these tests students came to know their weakness in subject. ❖ Commerce department arranged a seminar on GST and training on GST was provided. ❖ Post graduate students of approx. all the departments given power point presentation which helps in increasing their updated subject knowledge.
III	*Research consultancy and Extension* ❖ Institute always encourage teaching staff for research and publication in UGC notified journals. ❖ Teachers are motivated for Ph.D. guides. ❖ To provide leave to teaching staff for giving consultancy and expertise services. ❖ To promote more and more extension activities. NSS also plans such activities for a year.	❖ Some teachers completed their minor research projects and some are going to pursue it. ❖ Some teachers registered themselves as Ph.D. guides and some scholars have been awarded the degree. ❖ Staff members give their services as a resource person or as an expert. ❖ Various extension activities like tree plantation, cleanliness drive etc. organised in which staff and students actively participated.
IV	**Infrastructure and learning Resources** ❖ To extend the construction of new wing with classrooms and science labs. ❖ To construct vehicle stand for the staff and students. ❖ To open medical centre and to organise different camps.	❖ Construction started for new classrooms and labs. ❖ For staff vehicle stand constructed. ❖ Medical centre opened with a permanent Doctor who attends weekly. ❖ Smart class rooms innovated and funds received for purchasing. ❖ Furniture purchased for students and for conducting various professional

		❖ To upgrade the ICT equipments and proposal sent to RUSA for purchasing ICT equipments. ❖ To purchase more furniture according to the need. ❖ To construct Rain Water Harvesting system, to construct pedestrian path, to purchase brail software, to construct toilet ramp, to arrange solar panel.	exams. ❖ According to the plan various constructions were made like pedestrian path, rainwater harvesting system etc.

V		**Student support and progression**
		
		❖ To arrange training classes for the students under Mukhya Mantri Yuva Swavlamban Yojana (MYSY) which helps them in their placement.
		❖ To organise cultural activities, celebrate various important days.
		❖ To celebrate interface day for students and parents.
		❖ To provide financial aid and scholarships to the students.
		❖ To organise entrepreneurship development programs.
		❖ To organise for GST training
		❖ To arrange the coach for different sports.
		❖ To organise various workshops for the students.
			❖ One month training classes of verbal English, Logical reasoning, mental ability, communication skill etc. Was held and some of them have got placement.
			❖ Desi day, World encitonment day, Science day, Dindayal Upadhyaya Janmashati Samaroh , Hindi Diwas, Annual day, Sports day, and various other co-curricular activities celebrated.
			❖ Parenting today program was organised for parents and students where problems were sorted out in collaboration with Patrika Group.
			❖ In collaboration with Agrawal Samaj rupees one lakh thirty seven thousand distributed to financially weak students for admission fees and examination fees.
			❖ Financial aid through 'chhoti behan yojana' was also provided to the students.
			❖ Government scholarships also distributed as follows-
			  1) State Govt. Scholarship- SC,ST,OBC,BPL and minority
			  2) For meritorious students also state govt. Scholarship
			  3) Zindal foundation scholarship
			❖ One month entrepreneurship training program conducted for students and an educational trip of Krazy bakery was also organised.
			❖ Thirty one students were sent to Commercial Tax department for GST training after that, efforts taken for their placement.
			❖ For cricket and chess, coach has been appointed.
			❖ One week tally basic course was organised.

VI	Governance, Leadership and Management	
	❖ To publish code of conduct handbook, college magazine, and college journal. ❖ To provide financial support to non teaching and non permanent staff. ❖ To organise self development programmes. ❖ To improve quality of teaching and learning by adopting innovative practices. ❖ To increase welfare schemes for teaching and non teaching as well as for students also. ❖ To take initiatives to make the campus eco-friendly.	❖ Publishing work completed and code of conduct loaded in website and college magazine distributed to students. ❖ Financial aid provided to non teaching staff. ❖ Staff development program organized on innovative teaching methods. ❖ Tally basic courses, research methodology workshop, coaching for professional exams were conducted as innovative practices. ❖ Ample number of welfare schemes provided to teaching and non teaching staff. ❖ Institution has adopted plastic free campus, zero waste management, tree plantation, increased use of dustbins etc.
VII	**Innovations and Best practices**	
	❖ To make arrangement for solid wastes, e-waste and chemical waste. ❖ To save natural resources and to use it economically. ❖ To celebrate special days ❖ To adopt innovative supportive practices for students ❖ To increase environmental awareness programmes ❖ Planned to open Honesty corner and Medical centre.	❖ Various Schemes like 'Mor Noni Yojana', free coaching classes for competitive exams scholarship schemes, entrepreneur skill development etc. were started as a support to students. ❖ Efforts have been taken to plan and manage the different types of wastes. ❖ Rain water harvesting system, solar panel system adopted to save natural resources and to use it properly. ❖ For regular monitoring of environment Green Audit has been done. ❖ To give facilities of stationary to students, Honesty corner opened and Medical centre is opened for health care.

* The academic calendar of the year 2016-17 Annexure -01

2.15 Whether the AQAR was placed in statutory body   Yes [ ]   No [√]

Management [--]   Syndicate [--]   Any other body [---]

Provide the details of the action taken

Not Applicable

Part – B
Criterion – I
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	02	-	-	-
PG	14	-	-	-
UG	04	-	-	-
PG Diploma	01	-	01	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	21	-	01	

Interdisciplinary	-	-	-	-
Innovative	-	**05**	-	-

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

Pattern	Number of programmes
Semester	14
Trimester	-
Annual	04

1.3 Feedback from stakeholders*   Alumni [√] Parents [-] Employers [-] Students [√]
    (On all aspects)

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

*An analysis of the feedback Annexure 02

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

> The university revises the syllabus of practical and theory as per the recommendation of board of studies in various subjects. Same syllabus is followed by all the affiliated colleges.

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

> Nil

Criterion – II
2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Other Non teaching Staff
1Principal+28	24	-	05	02 (01 Librarian & 01 Sport Officer

2.2 No. of permanent faculty with Ph.D. | 25 |

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
23	01	-	-	05	07	-	-	28	08

2.4 No. of Guest and Visiting faculty and Temporary faculty | 08 | | - | | 15 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	03	35	04
Presented papers	09	29	-
Resource Persons	-	02	-

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

- Research Methodology Workshop Conducted, which helps post graduate students in preparing their projects
- One Week Work Shop on Tally Basic Course
- Field and Educational Trips
- Power point presentation of the related topics by P.G. students.
- Guest lecturers in all the P.G. departments.
- Special classes for communication skill development.
- Free of cost coaching classes for professional exams.
- Internship by P.G. students of Home-Science department.

2.7 Total No. of actual teaching days during this academic year | 191 |

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop | 13 | - | - |

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.Com III	267	-	17.87%	20.43%	-	88.01%
B.Sc III	107	-	18.44%	54.37%	-	96.26%
B.A III	98	-	5.56%	77.78%	1.11%	91.84%
B.Sc[H.Sc] III	29	-	55.55%	44.44%	-	93.10%
M.Com	62	-	24.19%	75.80%	-	100%
M.Sc. (Maths)	20	-	50%	25%	-	75%
M.Sc. (Physics)	10	-	90%	10%	-	100%
M.Sc. (Chem.)	9	-	44.44%	55.55%	-	100%
M.Sc. (Zool.)	10	-	30%	70%	-	100%
M.Sc. (Home Sc.)	8	-	75%	25%	-	100%
M.A. (Hindi)	10	-	44.44%	55.55%	-	90%
M.A. (English)	6	-	75%	75%	-	100%
M.A. (Pol. Sc.)	6	-	-	75%	75%	100%
M.A. (Geo.)	2	-	100%	-	-	100%
M.A. (Socio.)	6	-	100%	-	-	100%
M.A. (Eco.)	18	-	44.44%	55.55%	-	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :
- Feedback from Students Taken and analysed. Accordingly action taken by Principal
- Prepares Academic Calendar and all the curricular and co-curricular activities executed accordingly.
- Teaching plan prepared by all the faculty members and attendance register and teacher's diary are also prepared by them.
- Result analysis done and action taken accordingly.
- Faculty development programme on innovative teaching methods organised and encouraged them to use modern techniques.
- Induction program organised for new students and orientation program for newly appointed teachers.
- Manual feedback from students taken and analysed.
- According to the result analysis special classes conducted for weak students.
- The progress of students monitors through unit test, half yearly exam, model test, group discussions and classroom power point presentation.

2.13 Initiatives undertaken towards faculty development   -

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-

Faculty exchange programme	-
Staff training conducted by the university	01
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	04
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	04	02	01	13
Technical Staff	08	04	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Emphasizing the faculty to undertake minor and major research projects
- IQAC propagate various grants available at UGC as well as other agencies
- Library facility are provided to faculty and students for research work

3.2 Details regarding major projects _   Nil

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	22	05	02
Non-Peer Review Journals	-	-	-
e-Journals	02	-	-
Conference proceedings	05	07	-

3.5 Details on Impact factor of publications:

Range | - | Average | 0.5-0.7 | 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	-	-	-	-
Minor Projects [1 No]	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No. | 6 | Chapters in Edited Books | 2 |

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 conference organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	**04**

3.12 No. of faculty served as experts, chairpersons or resource persons | 06 |

3.13 No. of collaborations   International | - | National | - | Any other | 01 |

3.14 No. of linkages created during this year | - |

3.15 Total budget for research for current year in lakhs : NIL

From Funding agency | UGC | From Management of University/College | - |

Total | Nil |

3.16 No. of patents received this year

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 05 |
and students registered under them | 15 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 04 |

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

JRF | 1 | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 02 | State level | - |

National level | 01 | 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:
University level | - | State level | - |
National level | - | International level | - |

3.24 No. of Awards won in NCC:
University level | - | State level | - |
National level | - | International level | - |

3.25 No. of Extension activities organized

University forum | 05 | College forum | 05 |

NCC | - | NSS | 43 | Any other | - |

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

- Green audit reports released which shows future plan for plantation.
- Celebrated Yoga day.
- Tree plantation by 200 students of NSS and staff
- Major cleanliness drive at institutional level
- One week NSS camp organised at village 'Kokdi' where numerous social activities were done.
- Kasturba group was established.

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 (35417.52+1260)	36677.52sqmtr.	-	-	36677.52 sqmtr.
Class rooms	15	08	RUSA	23
Laboratories	06	-	-	06
Seminar Halls	01	-	-	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Library transactions are semi computerized and operated with UGC sponsored SOUL software (open source library software).
- 12500 books in the library are bar-coded.
- N-list registration and OPAC is in process.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	32574	4952323	1335	276211	33909	5228534
Reference Books	1466	357027	105	21719	1571	378746
e-Books	-	-	-	-	-	-
Journals	03	1350	12	27300	15	28650
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	60	03	26	26	-	03	01	-
Added	-	-	-	-	-	-	-	-
Total	60	03	26	26	-	03	01	-

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

- One week workshop on 'Tally Basic Course' for students.
- Computer with free internet access facility is available to the teachers and non-teaching staff in the office and library.
- Seminar hall is well equipped with LCD projector/audio visual equipments.
- Digital board which displays important information to students.
- Wi-Fi campus.

4.6 Amount spent on maintenance in lakhs :

(i) ICT
> 72953

(ii) Campus Infrastructure and facilities
> 110507

(iii) Equipments
> 38514

(iv) Others
> -

Total :
> 221974

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Faculty development Program for innovative teaching.
- Workshop based on entrepreneur skill development.
- Induction programme for newly admitted students.
- Personality development programs for students.
- Feedback from students is collected and analyzed.
- Implementation of SMS alert system, notice board and college website to provide information to students.
- Special classes for improvement of communication in English language have been arranged.
- Website of the institution is regularly updated so that students get the required information.
- Facility of hygienic drinking water, canteen, vehicle stand, girls common room, grievance & suggestion box.
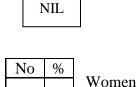
5.2 Efforts made by the institution for tracking the progression

- Women entrepreneur development programmes organized regularly.
- Career guidance and placement facilities. Seminars, Workshops conducted for career guidance.
- Remedial classes and special coaching for weak students.
- Progress of students assessed by unit tests, terminal and model exams, group discussion and classroom seminars.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2136	440	15	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%	Men

No	%	Women

Last Year 2016-17						This Year-2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
706	259	268	952	04	2197	813	292	331	1135	05	2576

Demand ratio -   Dropout % 2016-17: UG-1% PG- 0.5%
                      2017-18: UG- 1% PG- 0.5%

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

1. Under Mukhyamantri Yuva Swavalamban Yojana one month coaching for facing competitive exam Job Placement, interview, group discussion etc.

No. of students beneficiaries   108

5.5 No. of students qualified in these examinations

NET   -   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counselling and career guidance

- Invited lectures of subject experts related to career guidance were organised by different departments.
- One month entrepreneurship awareness and career guidance workshop.
- Psychology department organized one day workshop on motivation and self development.

No. of students benefitted -   30

5.7 Details of campus placement-

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	05

5.8 Details of gender sensitization programmes

- Competition on women legal rights organized by National Women Commission.
- Seminar on cyber protection, organized by Gyanam group.
- Organization of Green Army.
- Lecture on legal rights of women, organized by Women Harassment cell.

5.9 Students Activities

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

State/   University level | 34 | National level | 25 | International level | - |

No. of students participated in cultural events

State/ University level | 9 | 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 | 04 | National level | 5 | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	37	41,570
Financial support from government	953	57,34,140
Financial support from other sources	51	74,070
Number of students who received International/ National recognitions	06	3,00,000- Individual Award 60,000 – five students

5.11   Student organised / initiatives

Fairs   : State/ University level | - | National level | - | International level | - |

Exhibition: State/ University level | 02 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 43 |

5.13 Major grievances of students (if any) redressed: _____Nil_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision
- To develop the college into a Model college for girls.
- To maintain excellent academic standard through innovation and effective teaching methods.
- To motivate students to achieve self confidence.
- To enhance the personality by practices that facilitates the intellectual, emotional, physical, cultural, moral and ethical values.

Mission
- To achieve academic excellence.
- To orient students and promote faculty towards quality research.
- To Use modern teaching aids to improve teaching and learning process.
- To compete at national and international level in academic fields and sport.
- To encourage the girls towards entrepreneurship aspects through special training programmes.

6.2 Does the Institution has a management Information System - **Yes**

- Management information system maintains the information related to various day to day activities of the college.
- It includes information of monthly Attendance record, Meeting of Various committees, information regarding faculty.
- It also maintains the grant received by the College.
- Grievance & suggestion box also established in the campus for management information system.

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

6.3.1 Curriculum Development

- Few members are in Board of studies of university.
- Few members are subject expert in other institutes.

6.3.2 Teaching and Learning

- Induction programme in which students get aware of the campus, offered subjects, facilities, different schemes, sports, NSS etc.
- Teaching plan is prepared and followed according to the academic calendar.
- Unit Test, Internal exam, Model exam, Group discussion, Class room Seminar etc are conducted for evaluating students.
- Modern teaching aid adopted.
- Exposure of students through excursion and educational trip.
- To enrich the knowledge of the students, the college organises guest lectures, students seminar, projects etc.

6.3.3   Examination and Evaluation

- To Conduct the university exam and other professional exams smoothly

6.3.4   Research and Development

- Motivate the staff for minor and major research projects
- To register for Ph.D guide.
- To prepare the students for project preparation on the basis of field work.

6.3.5   Library, ICT and physical infrastructure / instrumentation

- Plan for computer Lab extension.
- Increase number of books, journals and magazines.
- Purchase more computers.
- Constructions started for 8 rooms.
- Science labs to be developed.
- Construction of vehicle stand and to provide other welfare facilities.

6.3.6   Human Resource Management

- To improve teaching quality faculty are given duty leave to attend orientation / refresher courses.
- A part from their exam duties, faculty members properly manage the PG classes & Other activities.
- Students are always given Instructions for better attendance & results.
- Different committees are organised for smooth conduction of NSS, Sports, Youth Red cross, social & cultural activities.

6.3.7   Faculty and Staff recruitment

- According to the vacant post parttime lecturers under janbhagidari and guest lectures are appointed.
- Non teaching staff on adhoc basis appointed as per requirement.

6.3.8   Industry Interaction / Collaboration

- Some industrialists are involved in college committees for their valuable suggestions.

6.3.9   Admission of Students

- Admission of Students is based on Government regulated policies on reservation.
- The college website & prospectus contain information about the institution & programmes offered.
- All admission has been done Online

6.4 Welfare schemes for

Teaching	07
Non teaching	08
Students	08

6.5 Total corpus fund generated**- 6,51,41,439 lakhs**

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			YES	IQAC
Administrative	YES	STATE GOVT.	YES	By College internal audit committee.

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

For UG Programmes   Yes ☐   No √

For PG Programmes   Yes ☐   No √

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

- Internal marks introduced in UG level

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

NOT APPLICABLE

6.11 Activities and support from the Alumni Association

- Alumni meet held in which 70 participated

- Amount donated by alumni utilized towards scholarship distribution to financially weak students.

6.12 Activities and support from the Parent – Teacher Association

- Parent-teacher-student interface day celebrated.

6.13 Development programmes for support staff

- Computer training programs have been planned for non teaching and supported staff.
- Monetary aid by the teaching staff to needy non teaching staff.

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

- Internal green audit of the campus was conducted and the report also released containing suggestions and future plans for green campus.

- Tree plantation campaign was organised by NSS and youth red cross unit.

- Botanical garden developed.

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.

- One week coaching on tally basic courses.
- Scholarships provided by private institutions.
- Educational trip to Delhi.
- Inauguration of medical centre.
- Students prepared Kasturba group for social welfare.
- Honesty corner opened to facilitate the students with stationary. They purchase and pay the amount honestly in cashbox.

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

- The plan of action conceived at the beginning of the academic year has been successfully initiated and completed accordingly
- Feedback is regularly taken from the students and taken proper action after collection of feedback form.
- Special English coaching class for weak students conducted for one month and PSC coaching also arranged for the students
- Results of all the classes were analysed and special classes taken for the subjects having poor results.
- According to the academic calendar, all the tests and exams were conducted and evaluated. Through these tests students came to know their weakness in subject.
- Various extension activities like tree plantation, cleanliness drive etc. organised in which staff and students actively participated.
- Medical centre opened with a permanent Doctor who attends weekly.
- Smart class rooms innovated and funds received for purchasing.
- According to the plan various constructions were made like pedestrian path, rainwater harvesting system etc.
- One month training classes of verbal English, Logical reasoning, mental ability, communication skill etc. Was held and some of them have got placement.
- In collaboration with Agrawal Samaj rupees one lakh thirty seven thousand distributed to financially weak students for admission fees and examination fees.
- One month entrepreneurship training program conducted for students and an educational trip of Krazy bakery was also organised.
- Ample number of welfare schemes provided to teaching and non teaching staff.

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

Best practice-01

Title : 'Mor Noni' Scheme : an educational aid scheme

Objectives:

1. To help the girls students of the institution in attaining higher education by providing them fees of admission and exams so that they also have bright future.
2. To develop confidence among such students that they will always get financial support from that professor who is her guardian.
3. To inculcate additional sense of responsibility in those professor who became guardian by will.
4. To spread the message in the society that the professors of institution are also caring and supportive towards their students.

Context: About 2600 students are getting education from the institution who come from rural areas and their financial background is also very weak. Such students are financially benefitted from some private institutes in their upbringing. This time professors group also came forward to help such students they think that if others can help our students then why not they? This help will brighten the future of such students who are not able to complete their higher studies due to lack of money. So maximum professors have adopted at least one student and taken responsibility for admission fees, examination fees. Not only this, they also take initiatives in solving their problems.

Practice: Chhattisgarh is one of the newly created states of India. As C.G was the part of Madhya Pradesh long time, so desired results have not been attained so far in higher education percentage of CG. Higher education of girls is low as compared to average percent of the country. Financial problem is one of the reasons behind this.

This scheme has been launched with the objective to give chance to such girl students for higher education who may deprive off due to financial problem. The professors of the institution want to financially support the students for attaining the higher degrees.

The important part of this scheme is that each professor will adopt at least one girl student and will provide her full support throughout the year. Besides giving her financial support, the professor will act as a mentor also. So the student is free to discuss her problems and to take suggestions. This is an example of best innovative practice where a student feels secured in every way in the institution in and respective professor also feel responsible towards such adopted students.

Limitations : Under the mor noni yojana scheme approximate 40-5- students per year motivated supported by the professors who take such responsibility. This figure is less as professors are also having their limitations.

Evidence of success: In this section students were given amount of their exam fees. Forty students were benefitted financially and also got counselling which results in attaining better result, peaceful educational life. Those students, who are forced to break their studies due to non payment of fees, were also able to complete their studies and attend higher education degree. From the next session the number will get increased and they will get admission and exam fees from their respective professors.

Problems Encountered & Resources Required : The object of the scheme could be fulfilled only when all the professors will accept the scheme with core of the heart (i.e. wilfully). Purpose will not be fulfilled just by providing them amount of fees but professors are also required to counsel them time to time and provide them other resources such as text books, reference books, notes, other study materials etc.

It was very difficult to take consent from the professors. So they have been told that if other institutions are ready to support on students then why we as a guardian or mentor could not support them?

Best Practices- 02

Title: 'Women Entrepreneurship Development Programme'

Objectives:

1. The main motto of the programme is the promotion of start-up and development of entrepreneurial skill.
2. To spread awareness of government scheme and opportunities available in local market to establish their own enterprise.
3. To create an awareness of complexities of business system to provide interaction of the man- machine system.
4. To expose the impact of economic, socio and cultural factors of an organization.
5. To strengthen economical status by providing entrepreneur training and project preparation and also strengthen personality development through psychological methods.
6. To facilitate the information of fund provision from government and non government institution for selection and establishment of micro and small scale industries.

Context: Women entrepreneur development program (WEDP) is a program which helps in developing the entrepreneurial abilities of women. An entrepreneur has to be creative. He has to arouse and enhance creativity, experienced, competition not only with others but also the standards of excellence set for himself. An entrepreneur may face several problems while managing small scale and medium scale enterprises. This program acquaint them with several qualitative and quantitative approaches evolved in management science to help solve problems. They are trained to understand, the environment, resources, capacities, limitations, strengths and weaknesses to design the right approach. To fulfil the above mentioned objectives this program is scheduled for four weeks free of cost. The program consists of structured training process to develop an individual as an entrepreneur.

Practice:

1. The programs were conducted with the help of professional and eminent personalities of the state, working for its promotion.
2. Women entrepreneurship development program is organized under the sponsorship of entrepreneurship Development Institution Ahmadabad (Gujarat) for National Science and Technology Entrepreneurship Development Board (NSTEDB), Department of Science and Technology (DST) Government of India, New Delhi.
3. Program start with soft skills classes for entrepreneurs then taught them how to plan a micro small-scale unit and whom to approach for what. The trainees also get opportunity to know the costing and pricing of products, marketing management etc.

Limitations:

1. Only science streams girls students.
2. 18-35 age limit (for SC-ST category age limit is 45).
3. Who can establish their own micro and small scale industries.

Problems encountered and Resources Required:

1. Sponsorship programs are limited and for the specific students only.
2. Women entrepreneurship is not possible without the support of environmental support scenario whether it is family support or institutional support.
3. Women in India still have hesitations to choose bold decision when it comes to carrier of their own and start-up of own enterprise needs to be boosted therefore to change the whole scenario.
4. Before training and after training regular follow-up is must because after training their medication goes down if they don't get further support due to practical challenges faced by a woman.

7.4 Contribution to environmental awareness / protection

- Green audit report published on world environment day.

- Tree plantation according to the planned program.

- Celebration of "Swachhta Pakhvada" by NSS.

- Rashtriya vanyaprani sanrakshan saptaah.

7.5 Whether environmental audit was conducted?   Yes [√]   No [ ]

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

Strength
- Accreditated by NACC with B grade, CGPA 2.90
- Excellent result of UG classes and 100% result of PG classes.
- Two research centres and dedicated faculty.
- Beneficial schemes for the students including scholarship placement etc.
- Workshops, seminars and competitions organised for the overall development of the students.
- Though limited facilities in the institution, yet departments achieve nice result.
- Artist of National and International level in fine arts.
- Evaluation centre of different universities.

Weakness
- Lack of faculty/ lack of office staff/lack of sports ground/ lack of reference books for PG classes.
- Though ample opportunities given to the students for placement, yet they are not keen to leave their native place may be due to discouragement from family as most of the girl students belong to rural area.

Opportunities
- Participation of sports and cultural activities/ interaction with students and faculty of other colleges/ flexible and concessional fees for BPL students
- Extension activities for the society.
- Through entrepreneurship skill, potential of the students can be exaggerated.
- On the basis of training given to students more placements can be done. For example training given on GST and TALLY.

Challenges
- Counselling and career guidance/ direct interaction with teachers to sort out the problems of the students/ lack of communication skills in students/ less scope of employability.
- With regular studies, different programs, competitions etc are effectively organised.

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

- Keen focus for good result and overall development of students.
- To increase the number of personality development and career guidance program.
- To develop UPSC coaching centre and skill development centre.
- To purchase computer for PGDCA lab and to renovate and extend the lab.
- To establish all the science laboratories in the new wing of the college.
- To complete the construction of another eight rooms.
- To develop industry institution interface for training and placement.
- Free of cost coaching classes for competitive examinations.
- Installation of rain water harvesting system and solar panel.

Dr. Amita Sehgal
Signature of the Coordinator, IQAC

Dr. Sushil Chandra Tiwari
Signature of the Chairperson, IQAC

Annexure - 01
Academic Calendar for undergraduate session 2017-18

S.No.	Activity	Proposed Date
1	Admission (Principal permission)	01.06.2017 to 30.06.2017
2	Admission (V.C. permission)	14.08.2017
3	Result Annual	16.06.2018
4	Result of revaluation	30.09.2018
5	Supplementary exams	01.12.2017 to 07.12.2017
6	Result of supplementary exams	31.10.2018
7	Students union election	05.09.2017
8	Students oath taking ceremony	16.09.2017
9	Semester Exam PG I & IV Semester	27.12.2017 to 30.01.2018
10	Sports competition	13.01.2018 to 16.01.2018
11	Cultural & Literary competitions	08.01.2018 to 11.01.2018
12	Annual function & prize distribution	17.01.2018, 09.02.2018
14	NSS camp	14.11.2017 to 20.11.2017
14	First unit test	01.08.2017
15	Second unit test	31.08.2017
16	First quarterly exam	26.09.2017 to 28.09.2017
17	Third unit test	03.11.2017
18	Second quarterly exam	27,28,29 Nov. 2017
19	Fourth unit test	19.12.2017
20	Pre final exam	21,23,24, Jan. 2018
21	Annual practical exams	16.02.2018 to 28.02.2018
22	Annual exams	10.03.2018 to 29.04.2018

Academic Schedule for Semester courses :-

S.N.	Activity	Semester I/III/	Semester II/IV
1	Admission Process	16.06.2017 to 30.06.17	-
2	Commencement of the classes	01.07.17	31.12.17
3	Meeting, Examination Committee	04.08.17 to 14.08.17	16.01.18 to 31.01.18
4	Name of Practical Examiner (External) should be Head of S.O.S.	03.09.17 to 10.09.17	21.02.18 to 28.02.18
5	Completion of Theory Courses	08.11.17	16.04.18
6	Practical Examination P.G./ U.G.	15.11.17 to 22.11.17	18.04.18 to 30.04.18
7	Preparation Leave	23.11.17 to 30.11.17	01.05.18 to 08.05.18
8	Theory Examination	01.12.17 to 24.12.17	09.05.18 to 31.05.18
9	Semester Break/ Declaration of Result	25.12.17 to 31.12.17	01.06.18 to 16.06.18

Annexure   02

Feedback Analysis

Feedback from UG and PG students of all classes were collected through feedback format and was analysed by peer committee. The following observations were made :

1. Girls have suggested improvisation in the facilities of girl's common room.
2. Girls have appreciated various facilities available for them.
3. Girls are demanding to start the hostel.
4. The overall environment in the college is highly satisfactory.
5. Girls are demanding for more classrooms, labs and sports ground.
6. Girls have suggested to improve the facility of canteen.

2017-18

Journey

Towards

Excellence......

Some Memorable Events....

NSS ACTIVITIES

Legal Awareness Day on NSS Camp

Rally

Cleanliness Drive

Teaching Service to School Students

Health Check-up Camp

Yoga Day

Tree Plantation

COLLEGE EVENTS

Mati Shilp Workshop

Agrasen Welfare Trust

Students Union

Aadi Rang Workshop

Red Cross Health Check-up Camp

Rangoli Workshop

Swine Flu

Disaster Management

ACADEMIC ACTIVITIES

Entrepreneur Awareness Camp

Hindi Diwas Activities

GST Seminar

Educational Trip to Delhi

Industrial Trip to Bhilai Steel Plant

Visit to Rice mill & Public Distribution Shops

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Workshop on Statistic

CULTURAL ACTIVITIES

Annual Day Festival

Desi Day

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SPORTS ACTIVITIES

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