YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   GOVT. VIVEKANAND P.G. COLLEGE, MANENDRAGARH

- Name of the Head of the institution   DR. SAROJBALA SHYAG BISHNOI

- Designation   PRINCIPAL (I/C)

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   9424252965

- Mobile no   9753799401

- Registered e-mail   vnpgcin@gmail.com

- Alternate e-mail   vivekanandcollage1973@gmail.com

- Address   JKD ROAD, MANENDRAGARH, DIST. MCB, PIN-497442, CHHATTISGARH

- City/Town   MANENDRAGARH

- State/UT   CHHATISGARH

- Pin Code   497442

2.Institutional status

- Affiliated /Constituent   AFFILIATED

- Type of Institution   Co-education

- Location   Semi-Urban

- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **SANT GAHIRA GURU UNIVERSITY, AMBIKAPUR, DIST. SARGUJA**

- Name of the IQAC Coordinator **DR. ARUNIMA DATTA**

- Phone No.

- Alternate phone No.

- Mobile **9179416682**

- IQAC e-mail address **vnpgcin@gmail.com**

- Alternate Email address **vivekanandcollage1973@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://vnpgc.in

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://vnpgc.in/Content/23_22_Academic%20Calender%202022-23.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.04**	**2022**	**12/04/2022**	**11/04/2027**

6.Date of Establishment of IQAC **30/11/2019**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year　　4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?　　**Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report　　No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?　　**No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Organized 7 days national workshop on Yoga and Health: by the Department of Home Science, NSS from 8/6/2022 to 14/6/2022

Organized 7 days Basic Computer Course for faculty and staff from 25/4/2022 to 01/5/2022

Organized 7 days Happiness Program For Youth by the Art of Living Foundation: by the Department of Home Science,NSS, Red Cross, RRC from 8/11/2022 to 14/11/2022.

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12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

　　　　10-09-2024 09:36:46

Plan of Action	Achievements/Outcomes
The IQAC has spearheaded the implementation of Outcome-Based Education across various academic programs. This approach focuses on defining clear learning outcomes, aligning curriculum and teaching methods to achieve those outcomes, and assessing student performance systematically.	Student passing out percentage will increased significantly and skilled citizens will be produced due to introduction of various skill development programs and short term courses
The IQAC has established a robust stakeholder feedback mechanism that actively involves students, faculty, alumni, and other stakeholders in the quality assurance process. Regular surveys, feedback forms, and interactive sessions are conducted to gather inputs on various aspects of academic and administrative processes. The feedback received is analyzed and used to make informed decisions and improvements in teaching methodologies, infrastructure development.	Refinement and objective based learning outcomes could be reached following the effective suggestions mentioned by the stakeholders

13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A
Data of the Institution

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• Name of the Head of the institution	DR. SAROJBALA SHYAG BISHNOI
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• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	4
• Were the minutes of IQAC meeting(s) and compliance to the decisions have	Yes

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• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
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13.Whether the AQAR was placed before statutory body? — No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	**19/01/2023**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**9**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1920**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1486**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**594**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**23**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**50**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**19**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**20**

4.3 Total number of computers on campus for academic purposes	**54**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institute adheres to the University's syllabus for Bachelor and Masters courses in Arts and Science, Commerce and Computer Application, as well as a Professional course. Additionally, a Choice Based Credit System has been implemented for the Post graduate courses in Chemistry, Commerce, political science and Sociology. To ensure the successful implementation of the curriculum, the institution's academic calendar, teaching plan and work diaries are adjusted to the State Government's time table. The relevant faculties regularly monitor the courses in accordance with the prescribed syllabus. The institution's senior faculty members are members of the University's Board of Studies, and they are able to suggest appropriate curriculum modifications when necessary.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://vnpgc.in/Content/23_22_Academic%20Calender%202022-23.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- **Each department is responsible for preparing the Academic calendar in accordance with the University's academic calendar. Faculty members determine the subject allocation to ensure the academic calendar is met.**
- **Classroom activities, assignments, workshops, group discussions, and periodic assessments are all conducted in accordance with the institutional Academic Calendar.**
- **Classroom teaching is enhanced by the addition of skill-building activities, lectures, discussions, and debates.**
- **Oral and written tests are used to evaluate the Learning Outcome of the courses.**
- **The syllabus must be completed within the allotted time frame, and extra classes are held for those who are slower learners to clear their doubts and revise chapters.**

- **The institution has a system for evaluating the Learning Outcomes. The teaching process is student-centered, and experimental, participative, and problem-solving methods are employed in various courses and activities.**
- **Advanced information technology tools are employed to facilitate effective instruction and classroom transactions.**

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://vnpgc.in/Content/23_22_Academic%20Calender%202022-23.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

6

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

10

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

644

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- **The institute incorporates contemporary concerns such as Sustainable Development Goals, Human Rights, Women Empowerment, Gender Equity, and Equality.**
- **In order to enhance and educate students' entire development, professional and ethical concerns are also incorporated into the curriculum development process.**

- **The mandatory course Environmental Science covers environmental topics in great detail. The institute also organizes annual Tree Plantation Day and observes several activity days, such as World Environment Day and World Wild Life Day.**
- **Human rights and gender concerns are covered in the political science, sociology, and economics curricula. Human values and moral principles are emphasized in the English and Hindi literature curricula.**
- **As the learning outcomes center on teaching students values and ethics and improving their interpersonal and communication skills outside of the classroom, there is a strong emphasis on the holistic development of the student.**
- **Field trips to riverbanks, fossil parks, botanical gardens, and other locations are planned to provide students with first-hand knowledge of a variety of environmental challenges.**

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

06

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	<u>View File</u>

1.3.3 - Number of students undertaking project work/field work/ internships

200

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/1AFMRuIiZUMk4CRiNmjgtDEFu8lSbjs9iq8Slr34zEsk/edit#responses
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/1AFMRuIiZUMk4CRiNmjgtDEFu8lSbjs9iq8Slr34zEsk/edit#responses

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1920

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1515

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Given leadership roles in departmental and society activities to develop organizational skills and teach the value of teamwork. Students are chosen as class representatives, giving them an opportunity to display their leadership skills.

Motivated to write articles for the college/departmental magazines,to set high goals for themselves and counselled to prepare for entrance of SET/NET/PSC /VYAPAM and other competitive examinations.

Students are involved in research projects taken up by faculty. This stimulates out-of-the-box thinking and provides training in planning and carrying out experiments and fieldwork, analyzing findings and publishing results.

Academic problems are addressed in tutorial classes, assignments are evaluated, and suggestions for improvement are made. Some tutorial classes are taken as remedial sessions for slow learners.Slow learners are given more attention both inside and outside the class.Encouraged to take part in departmental activities. Those with potential eventually graduate to leadership roles.

Efforts are made to identify and nurture their skills and talents in order to bolster their confidence.It has special facilities for PWD students. Multiple career options are suggested to all students, keeping in mind their aptitude and interests through the career placement Cell.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1920	25

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Institute uses experimental learning, participating learning and problem solving methodologies utilizing ICT facilities and E-resources in a student centric learning setup employs.

All department encourage academic discussions between faculties and students .

All P.G. department has introduced mini and major Projects, Dissertation.

Each department provides videos by subject experts and lectures delivered by the various eminent resource person.

Activity based Teaching-Learning through think- pair share and concept mapping encourages empowering student to transform information into knowledge.

The PGcourses demandproject based learning and the students work on individual mini project and prepare dissertation involving working under a concerned faculty, literature survey and preparing a work plan. Students develop critical thinking, collaboration, creativity and communication skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute has the ICT support for teaching learning. Resources provided are computer labs that iswell equipped for Mathematics, Computer Science and other programs .

The college providesthe students and Teachers e materials for study, all departments are provided with desktop and LCD projectors.

Some classrooms are equipped with wall mounted LCD projectors for the use of faculty as well asstudents .

Faculty uses Google Classrooms, Google Meet ,Teach mint application and Zoom etc.

Institution there are faculty and classwise whatsapp chat groups for effective E-Communication between the administration , faculty and the students.

The online interactive methods for Teaching-Learning process enablesfaculty to motivate students to prepare and deliver presentations, seminars, group discussion, assignments, quizzes.

Departments of Zoology and Chemistry faculties use various online tools like Jam board in Google meet for explaining diagrams and Chemical Reaction.

Media-Lab facility in used to create video lectures and uploaded extra learning resource.

The general ICT tools used by faculties are Laptop and Desktop, LCD projectors, printers, photocopies ,tablets, pen drive, scanners, microphones, smart white board, webcams and mobile phones etc.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

176

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal examination is prescheduled in theAcademic Calendar .The marks of unit tests and Half yearly exam are shown in the classrooms and each students can ask about their performance.

In PG Classes, a student has to attend the internal assessment examination according to choice based credit system (CBCS) . 10% internal marks of each paper in the examination is sent to the University to be added in their mark-sheet. Internal Assessment examination conducted through seminar, test, assignments in PG classes.

Practical & Training classes are carried out at the various departments like Chemistry, Zoology, Physics, Botany, Geology and Computer Application. University appointed External examiners evaluate the performances of theUG students in their yearly examination.

PG Departments of Chemistry, Political Science , Sociology and

Commerce suggest their students to select topic from their respective subject syllabus and prepare through practical/field works and dissertation as per the norms of CBCS guidelines by the university in the prescribed curriculum and are evaluated by the external examiners

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

1. The institute follows complete transparency in the internal assessment examination during the session and semester, faculty members inform the students about the various component in the assessment process during the session.
2. To ensure proper conduct of the tests or seminars or assignments two invigilators are assigned in each room and evaluation is done by the faculty members within three days from the date of examination.
3. Day to day performance of the students are assessed for every experiment which include regular performance , viva and submitting the practical records.

- The continuous evaluation of students are carried out by the faculty regarding theory lectures, labs, assignments, unit tests. The midterm marks are displayed on notice board. Query if any, is discussed with faculty and HOD.
- The queries related to result corrections in marks sheets , other certificate issued by University are handled by forwarding such quires through the college examination section. Students are allowed to apply for revaluation , retpotalling by paying necessary processing fees to the University.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The program and coure outcomes for all programss offered by the institttion are stated and well displayed on the website and are alo communicated to the faculty and students in persson.are

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://vnpgc.in/College.aspx?PageName=POs%20%20PSOs%20and%20COs
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

For each theory course, faculty members calculate the course outcomes /attainment following university examination and Internal Assessment, test/ seminar/ Assignment. The attainment levels are calculated based on the average performance levels at both University Examination and Internal Assessment examination in PG class. The evaluation process of internal assignment test/assignment / seminars accounts for 30% and the remaining 70% through university examinations. Based on the level of COs attainment the faculty members decide whether to change the content delivery method /assessment method to improve attainment level for the course.

To evaluate the students analytical and problem solving abilities, they are allowed to prepare assignments via written or

Power point Presentations which assess the student's communication and presentations skill along with depth of the subject knowledge.

Once in two years the committee collects information about program outcomes from the alumni students.

Every year program outcomes are procured from the outgoing students.

Survey on extra curriculum activities:- once in a year collect information about on students capabilities and opportunities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

569

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/drive/u/2/my-drive

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has established an ecosystem that allows students to investigate novel concepts, discuss innovative ideas, and share

knowledge with people who have similar interests. Pupils can seek guidance from a specialized tutor, and subsequently, they can submit their works for presentation at competitions or seminars held by different universities. Students are inspired to pursue higher study by the institute. The faculty consistently invites subject-matter experts to provide lectures to upper-level and post-graduate students. With an emphasis on research, the school takes part in a variety of faculty and student development initiatives. As part of their curriculum, P.G. Chemistry, Sociology, Political Science, and Commerce students complete projects and dissertations in their respective fields of study. Various departments are holding a number of lectures, seminars, and workshops. Teachers are encouraged to participate in a variety of seminars and conferences as well as to present and publish their research findings in reputable national and internal publications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://vnpgc.in/photo_gallery.aspx

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

13

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

20

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution plans and takes part in a range of outreach

programs with the dual goals of raising students' awareness of various social concerns and enhancing their engagement in the community.Various efforts are organized by the N.S.S. Boys and Girls unit, Red Cross, and Student Council. These include blood donation camps, Swachh Bharat initiatives, and awareness sessions on AIDS prevention.On occasions such as World Environment Day and International Yoga Day, students participate in a range of community-based initiatives aimed at raising awareness.Our institution's environmental consciousness programs, such as "Save Water, Save Earth," "Tree Plantation," and "Plastic Free Society," raise awareness among the public.The N.S.S. units host camps each year where a village is adopted for seven days, along with a variety of awareness campaigns and events suchas anti-smoking demonstrations, peace demonstrations, helmet demonstrations to connect students with larger social issues of the community and make them socially responsible as well as create conditions for their comprehensive development. They also learn about social problems and customs prevalent in society and in that way, students try to find solutions to many problems and adapt to society. This helps comprehensively develop and improve their leadership quality, while also prolonging the feeling of solidarity and cooperation leading students to become responsible citizens who develop physically, culturally and spiritually.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

54

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<u>View File</u>

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

4136

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- **The college campus is spread over area of 17.65 acre with a total constructed area of 2000 square meters. There are 8 completely equipped laboratories and 4 smart classrooms with full functionality. There are 18 classrooms, one NAAC room equipped with LCD projectors and WIFI facility at campus. There is a computer lab comprising of 14 computers with internet connectivity and an LCD Screen which caters to the IT need of the students. Printing, scanning, photocopying facilities is also available. The main building's first floor contains the laboratories for chemistry, physics, botany, zoology, and geology, while the ground floor contains the laboratories for home science and music.**

Science laboratories are equipped with Ostwald's viscometer, fractional weight box spectrophotometer, PH-meter, plant & animal specimens, microscopes, incubators, refrigerators, VenIer calliper, screw gauge, voltmeter, CRO, microscopes, Petri Dishes, Flasks, Bunsen burner etc.The home science lab is equipped with a sewing machine, induction cookers, microwave ovens and Music Department is equipped with string and non string musical instruments. The centralized library consists of 45347 books and magazines, available for students as well as employees for personal use.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- **The institute offers a suitable environment that cares for the students' physical and mental well-being in order to promote their holistic growth. The Institution has a big play ground where various outdoor games are conducted. Indoor sports like table-tennis, badminton, carrom, chess and outdoor sports like volleyball, basketball, football, javelin, shot-put, discuss throw etc are opted .Various game equipment for cricket, like practice nets, helmets, arm & leg guards, gloves, volley ball & nets are available & Other sport equipment like measuring tapes, whistles, stop watch etc are also available. Students have excelled particularly in Kho-Kho & Kabaddi, and are encouraged to take part in inter-college & inter-university tournaments. A well equipped Gymnasium is offered to the students where weight training equipment like dumb-bells, exercise rods, treadmills etc are present. Cultural activities like annual day (Dec. & Jan. Month), youth week, literacy week & various activities are also being organized by the institute. Competitions like Essay Writing, Poster Making, Drawing, Mehendi, Rangoli, Cooking, hairstyling, dance, dramas & singing are held every year.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://vnpgc.in/College.aspx?PageName=Sports%20Activity

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

20

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The Integrated Library Management System (ILMS) is used to

automate the institutional central library. We have semi automated library consist with 45347 books and numerous publications to meet the academic demands of students. There is a good selection of literature in the sciences, arts, and commerce. In addition to core courses, the library subscribes to various journals relevant to general knowledge and current events, allowing students to widen their horizons outside the curriculum. All the data are manually compiled and recorded in appropriate registers & in ILMS.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | **E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

30

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

- **WI-FI is installed around the institute campus to make it easier to access and share information. For the greatest coverage, there are 8 routers.The institute also has 10 broadband connections, which are largely used for teaching, research, and administrative tasks by the teaching and non-teaching staff. The institute has a WI-FI enabled computer lab and an MBDS broadband connection to meet the students' IT needs. BCA, PGDCA, and other students are the only ones who can use the computer lab. The Computer lab has 14 computers with printing, scanning; photocopying facilities are also available in the institutes. 30 CCTV surveillance cameras are available for monitoring entire campus.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- **Facilities including labs, libraries, sports fields, computers, classrooms, and other academic and support facilities are maintained and used according to established protocols. Physical resources like lecture halls, labs, and classrooms are used effectively. Regular cleaning is carried out, and security is always a top priority thanks to CCTV and security personnel. Boards in the classroom are white and green. LCD projectors are commonly found in classrooms. All laboratories are kept in good order, and timely purchases of all necessary supplies are made to ensure that practical tests go smoothly. Vehicle parking is offered for faculty and student use. Physically challenged students can use the ramp at the entrance gate, and the girls' common**

room was created to give female students a space to unwind, study, and engage in casual conversation in their free time. For the purpose of meeting their short- and long-term academic demands, students are urged to use the library. The institute offers essential sports, recreation and associated activities through its gymnasium room. The institution's computer lab has enough computers to meet all IT requirements. WI-FI is available throughout the college building to facilitate student needs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

604

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

130

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

66

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	[View File]
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	[View File]

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

One of the most notable avenues for student involvement is the Student Council. Elected representatives from diverse backgrounds and academic disciplines collaborate to address student concerns, propose innovative ideas, and provide valuable input on policy matters. This ensures that the student body's needs and aspirations are thoroughly considered in the administrative decision-making process.

Students are encouraged to participate in various other administrative bodies and committees, including those related to academic affairs, discipline, and welfare. Their presence on these committees ensures that the student perspective is integral to institutional policies and practices.

Furthermore, students actively engage in a wide range of co-curricular and extracurricular activities such as clubs, societies, sports teams, cultural events, and community service projects. This holistic approach to student involvement not only enhances the overall campus experience but also nurtures leadership skills, teamwork, and a sense of responsibility among the student community.

In conclusion, our institution's commitment to facilitating student representation and engagement in administrative and extracurricular activities is a testament to our dedication to providing a well-rounded and inclusive education. This approach enriches the educational experience for our students and fosters a sense of ownership and pride in the institution.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

66

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution is currently in the process of establishing a registered alumni association, and it's heartening to observe the proactive involvement of our alumni community in contributing significantly to the development and betterment of the institution. Despite the ongoing registration process, our dedicated alumni have already demonstrated their commitment by extending financial support and offering various services that have proven to be invaluable. Their active participation in numerous initiatives, including guest lectures, career counseling sessions, and mentorship programs, has had a positive impact on the growth and development of the institution.

Additionally, the alumni have shared their expertise and experience in various domains, contributing to the academic and

professional growth of our students. Their guidance and mentorship have been instrumental in helping students make informed career choices and excel in their chosen fields. Furthermore, their involvement in institution-related activities fosters a sense of community and strengthens the bond between former and current students.

The commitment and proactive engagement of our alumni community are a testament to their unwavering dedication to the institution's success. We are immensely grateful for their support and eagerly anticipate the official registration of our alumni association, which will undoubtedly bring about even more remarkable contributions and opportunities for the institution's growth and development.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The visionary and mission-driven culture of Government Vivekanand P.G. College Manendragarh is deeply woven throughout the governance of the institution. The governance system is led by its vision, which is embodied in the dedication to offering opportunities for higher education to students in nearby village communities, especially to the impoverished and economically challenged. This vision places a strong emphasis on methodically reaching specific objectives and adhering to the phrase "Awake, Arise, and Strive for success." Here, education is seen as the foundation of national growth and prosperity. The institution's mission emphasizes the significance of governance in promoting

growth, highlights the value of strengthening underprivileged groups in society, uplifting rural areas via excellent education. The governance framework acknowledges the importance to include teachers in committees that make decisions in order to align their viewpoints and knowledge with those of the institution.The governance of the institution will be consistent with morality, discipline, social awareness, and a commitment to national integration, human rights, global brotherhood, and community development thanks to this inclusive approach. The institute is prepared to fulfill its commitment to high-quality education and social growth thanks to this harmonic combination of its vision, mission, and governance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Government Vivekanand P.G. College Manendragarh exemplifies effective leadership through its institutional practices, prominently showcasing decentralization and participative management. A noteworthy case study illustrating these principles can be seen in the College's curriculum development process.

Traditionally, curriculum development was a top-down approach, primarily led by a small group of administrators. However, recognizing the importance of involving faculty members, the college implemented a decentralized approach. Faculty members from various departments were invited to actively participate in shaping the curriculum. This participative management style allowed for diverse perspectives, subject expertise, and valuable insights to be incorporated into the curriculum.Through collaborative workshops, feedback sessions, and open discussions, faculty members contributed their ideas, ensuring that the curriculum became more inclusive, relevant, and reflective of the institution's vision and mission. This approach not only empowered faculty members but also led to a more dynamic and responsive curriculum that catered to the specific needs of students and the community.

In this case, decentralization and participative management have

resulted in a curriculum that better aligns with the institution's goals, highlighting how effective leadership fosters collaboration, inclusivity, and continuous improvement within Government Vivekanand P.G. College Manendragarh's educational practices.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Government Vivekanand P.G. College Manendragarh has demonstrated the effective deployment of its institutional strategic and perspective plan through various initiatives, and one notable example is the establishment of the "Career Development and Placement Cell" (CDPC). This initiative aligns perfectly with the institution's strategic objective to enhance the employability of its students.

The CDPC was strategically planned and meticulously executed to bridge the gap between academic learning and practical application in the job market. Under this initiative, the college collaborated with industry experts, conducted skill development workshops, and organized campus placement drives. The result has been a significant increase in the employability of our students, with many securing job opportunities even before graduating.

Furthermore, the CDPC has created a platform for students to explore diverse career options, sharpen their interview skills, and gain real-world exposure through internships and industry interactions. This successful implementation of the Career Development and Placement Cell exemplifies how Government Vivekanand P.G. College Manendragarh translates its strategic vision into tangible actions that directly benefit its students and enhance their prospects in the competitive job market, in line with its commitment to holistic education and students' future success.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Government Vivekanand P.G. College Manendragarh prides itself on the effective and efficient functioning of its institutional bodies, which is evident in its well-structured policies, administrative setup, appointment and service rules, and procedures. To provide an overview of the institutional hierarchy, below is a simplified organogram of the institution. Principal is the academic and administrative head of the institution, ensures the implementation of policies and manages day-to-day operations. Academic council composed of faculty members from different departments, advises on academic policies, curriculum development, and assessment procedures. Administrative office consisting of finance, personnel and estate management, manages human resources, and general administration. Departments/Faculties are responsible for teaching, research, and departmental administration. IQAC collaborates with various departments for accreditation and quality enhancement. The Students' Union participates in decision-making processes and organizes student activities. Support Staff assists in various roles, including maintenance, library, and student support services. This organogram highlights the well-structured institutional framework of Government Vivekanand P.G. College Manendragarh, ensuring effective governance, academic excellence, and efficient administrative operations in line with its commitment to providing quality education and holistic development to its students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Chhattisgarh Government offers the following welfare schemes for all its employees. The teacher who participated in Faculty Development Program (FDP) and Refresher course are granted on duty leaves. Medical reimbursement scheme/refund of the medical expenditure of the employees and their dependants. Summer and winter vacation to both teaching and non-teaching staff according to university academic calendar which is strictly followed by the college. The government has provided Group Insurance scheme to the Staff (Teaching and Non -Teaching) of the College. This helps the staff at the times of need. Maternity (180 days) and paternity (15 days) leave. Provident fund for the employees of the college. Medical Insurance facility for the employees of the college. Casual leave of 18 days for the employees.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

8

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

This institution has implemented a robust Performance Appraisal System for both teaching and non-teaching staff, which plays a pivotal role in enhancing institutional effectiveness and employee development. The functioning status of this system is commendable and reflects the institution's commitment to fostering continuous improvement and excellence.

For teaching staff, the Performance Appraisal System involves a comprehensive evaluation process that includes classroom observations, student feedback, research contributions, and professional development activities. Faculty members are encouraged to set annual performance goals aligned with the institution's strategic objectives. Regular assessments and feedback sessions provide opportunities for faculty to reflect on their teaching practices and make necessary improvements.

The Appraisal system of non-teaching staff evaluates their contributions for the efficient functioning of the institution, administrative efficiency, teamwork, communication skills and adherence to institutional policies and procedures. The institution has set up a dedicated committee responsible for overseeing the appraisal process, ensuring its fairness and transparency. Regular appraisal cycles, feedback mechanisms, and training opportunities are integral components of this system. The Performance Appraisal System of the institute not only recognizes and rewards exceptional performance but also identifies areas for improvement, contributing to the overall development and success of both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institute places a high emphasis on financial transparency and accountability, conducting both internal and external financial audits regularly. These audits are instrumental in ensuring the effective management of the institution's financial resources. Periodic financial audits led by an Internal Audit Committee consisting of experienced financial experts, assesses the institution's financial transactions, compliance with financial policies, and adherence to budgetary allocations. Their findings are crucial in identifying areas for financial improvement and efficiency.

The institution undergoes annual financial audits conducted by an external government appointed auditing agency which provide an objective evaluation of the college's financial statements, ensuring accuracy and compliance with statutory requirements. In cases where audit objections or discrepancies are identified, a well-defined mechanism is in place for addressing them. The college promptly responds to audit observations by investigating the issues raised, taking corrective actions, and implementing necessary reforms. The Internal Audit Committee plays a pivotal role in resolving audit objections, collaborating with relevant departments to rectify any financial irregularities and improve financial practices that ensures that financial resources are utilized efficiently, contributing to the institution's growth and sustainability.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

6.58638

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institute has devised comprehensive institutional strategies for the mobilization of funds and the optimal utilization of resources, ensuring the sustainability and growth of the institution. The resource mobilization policy and procedures are designed to strike a balance between financial prudence and the pursuit of academic excellence. The multi faceted process endures efforts to diversify revenue sources, such as seeking government grants, securing research funding, and encouraging philanthropic contributions from alumni and well-wishers. Additionally, the institution actively explores collaborations with industry and corporate partners to support research projects and sponsor academic programs. The college maintains meticulous, transparent and accountable financial records adhering to government regulations and promotes responsible fiscal management. Regular financial audits are conducted, both internally and externally, to ensure compliance and identify areas for improvement.

Furthermore, a dedicated committee responsible for overseeing resource mobilization and allocation regularly reviews the institution's financial health and advises on strategies for resource optimization which are geared towards securing funds, fostering financial sustainability, and ensuring that resources are used judiciously to advance its academic and institutional goals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC plays a pivotal role in ensuring quality assurance strategies and processes, leading to a more robust and effective educational environment. The IQAC has spearheaded the implementation of Outcome-Based Education across various academic programs. This approach focuses on defining clear learning outcomes, aligning curriculum and teaching methods to achieve those outcomes, and assessing student performance systematically. Through IQAC's efforts, OBE has been integrated into the curriculum development process, leading to more structured and outcome-oriented teaching practices. Regular assessments and feedback mechanisms ensure that students achieve the desired learning outcomes, enhancing the overall quality of education. The IQAC has established a robust stakeholder feedback mechanism that actively involves students, faculty, alumni, and other stakeholders in the quality assurance process. These institutionalized practices, driven by the IQAC, have significantly contributed to raising the quality of education and institutional effectiveness and that reflect the institution's commitment to continuous improvement and its proactive approach to maintaining high educational standards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institute actively organizes various seminars and workshops. Faculty members were encouraged to adopt modern pedagogical approaches, including project-based learning, flipped classrooms,

and the use of technology in teaching. Additionally, the IQAC introduced a continuous assessment system that provided timely feedback to students and teachers, fostering a more student-centric learning environment.

These reforms, initiated by the IQAC, have resulted in improved learning outcomes, better employability of graduates, and a curriculum that is more aligned with industry needs.

Another significant initiative led by the IQAC was a focus on research and innovation. The institutional review highlighted the need to promote research culture and innovation among faculty and students. To address this, the college is trying to establish research centers and procure research grants and undertake research projects.

As a result of these efforts, the institution has seen a substantial increase in research publications and innovative projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Initiation shows gender sensitivity in providing facilities such as

Safety and security Counseling Common Room

For safety and security, college has Grievance Redressal Cell, Woman Cell and Help Desk cell which addresses the grievance of girl students. The utmost priority of the institution is security of female students, to prevent the sexual harassment and to ensure their safety within the campus, committee meets regularly to look in to matter of indiscipline against girls. Woman cell is headed by senior women professor of the institution and the anti-ragging committee ensures that ragging is prohibited in the campus. therefore there are no incidence of ragging or sexual harassment incidence been reported in the campus.

All the stakeholders including student faculty member and parents can complain about their grievance to the Principal also through a specially created complain box. All complaints received are processed and communicated.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

For collecting the solid waste from every nook and corner of the campus substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal amount of non-biodegradable wastes are mostly burnt in pits. The biodegradable portion too is dumped in decomposition pits. The solid biodegradable waste collected from the college campusare collected and dumped for decomposition to be used as source of bio fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure. There are vermicompost pits present in the campus maintained under the MOU with Municipal corporation of the city. Liquid waste from washroom is collected into soakage pits through systematic drainage. Zero present leakage of waste water is ensured. Student and faculty members are encouraged to use non-plastic product like bottle, lunch boxes, files etc.Proper maintenance of infrastructure and timely repair of furniture to minimize solid waste. While the Liquid wastes generated in the chemistry laboratory are kept separately in protected place and disposed

properly. E-waste is minimal as the staff and students are not encouraged to use CDS and other temporary e- resources.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: | **C. Any 2 of the above**

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	`B. Any 3 of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	`No File Uploaded`
Certificates of the awards received	`No File Uploaded`
Any other relevant information	`No File Uploaded`

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	`D. Any 1 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	`No File Uploaded`
Details of the Software procured for providing the assistance	`No File Uploaded`
Any other relevant information	`No File Uploaded`

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic communal socio- economic and other diversities. Different sports and cultural activities organised inside the college to promote harmony among each other. College ensures that the students participate very enthusiastically in all such activities. Commemorative days like Women's day, International Yoga day, AIDS day, Cancer Day, Sadbhavana Divas etc. also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socio-economic and other diversities. On 31st December National Unity Day is celebrated to commemorates the birth anniversary of Sardar Vallabhbhai Patel and to member his contribution in unification of India as one country various program are organized that aims at strengths the unity and integrity of India. Every year NSS cell conducts special camps in villages for NSS volunteers, these camps are directed towards various social issues impacting the lives the people in the community including social and cultural values among the young students. The volunteers mainly under take awareness activities with regard to the social issues.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

In order to inculcate a sense of responsibility towards the constitutional rights and duties in the students, the college takes various initiatives through Committees like the Discipline committee, Anti-ragging cell, Women and Equal Opportunity Cell. NSS students engaged in the voting awareness programme SVEEP. Students took Pledge for cleanliness in the form of Swacchta Shapath Pledge, Unity day, Pledge for Water Conservation, Ban the use of Plastic and Tobacco, Prevention of AIDS, Participation in

Social rallies. Independence Day, Republic Dayand 2nd October as Gandhi Jayanti and Shastri Jayanti were celebrated . Essay/ Debate competitions on issues pertaining to Constitutional values were organised by the Literary Society.NSS, and Literary Society organised Swachchta Pakhwada to commemorate the Birth Anniversary of Mahatma Gandhi.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

This institution always engages in providing the best of the education it could along with infusing the young mind with values

and traditions so as to provide the students with a balanced global viewpoint by earmarking the important days and celebrating them to cultivate a sense of communal harmony. The institution has 16 departments and each department maintains a planner whereby the days to be celebrated or observed are identified and marked. These commemorations instil the values of these special days in the young minds. Celebration of Republic Day, Vasant Panchami, Independence Day, National Youth Day, Shahid Diwas etc are doneby the institute through IQAC. Important national days like National Voters ID Day, National Girl Child Day, Mahatma Gandhi Birth Anniversary, National Science Day, National Sadbhawna Diwas, Teachers day, Rashtriya Ekta Diwas, National Science Day, World Environment Day, are also celebrated enthusiastically. Certain days like Mahatma Gandhi's Martyrdom Day(30th January) are observed with 1 min silence at 11 am; on Martyrdom day Bhagat Singh is observed bytaking out the students on aRally.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. This institutehas implemented an environmentally conscious strategy by minimizing the use of e-materials to reduce waste production. Embracing sustainable practices, the institution has adopted digital resources judiciously, contributing to a greener and eco-friendly learning environment. This initiative not only aligns with the institution's commitment to environmental responsibility but also resonates with the ethos of modern education. By leveraging technology with restraint, the college demonstrates a thoughtful approach towards reducing its ecological footprint. For efficient internet browsing and use of digital platforms, there are set numbers of PCs, LCDs, digital screens, and LAN devices. The organization guarantees appropriate upkeep

and timely updating of the outdated systems while maintaining the original already in place.

2. The college prioritizes the health and hygiene of both students and staff. Stringent measures are in place to create a clean and safe environment, fostering overall well-being. This commitment to health and hygiene underscores the institution's dedication to providing a conducive and secure learning atmosphere.Our institute ensures that the students and staff get aregular health check-up, organized by the health department of the city hospital which aids in identifying the health needs of the students and staff and get the treatments required thereon.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institute's fundamental mission is to provide high-quality education to students from rural and underprivileged backgrounds, as well as economically disadvantaged individuals. Our primary goal is to impart knowledge and empower women, contributing to the development of a better society. Emphasis is placed on skill development, preparing students for self-employment and entrepreneurship. While PGDCA and BCA focus on technical employability, subjects like Home Science and Geology aim to create job opportunities in Nutrition, Nursing, Geo-mining, soil & water surveying. Short-term dissertation opportunities in PG Chemistry expose students to various industries, enhancing their technical job prospects. Mathematics and Physics open avenues for careers in banking, accounting, and advanced computational research. Courses like Zoology & Botany offer job placements in forest services, Biodiversity research, museum curation, fisheries, and more. Commerce and Economics graduates can pursue careers in Business administration, management services, financial advising, and accountancy.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

The POA of the IQAC for the next academic year is to:

1. Increasing the MOUs with various NGOs and sections of Govt. Of Indiato ensure increased overall facilitization for the students, with special emphasis to the local underpriviledged girl students.

2. To instill the motto of the Green Campus Drive in a fruitful way amonst the students and employees of the institute to ensure better conservation of the campus biodiversity.

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