



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVT D.B.D.K. COLLEGE BALODA BAZAR
Name of the head of the Institution	Dr. A. K. Upadhyay
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07727222549
Mobile no.	9425523895
Registered Email	dk_collegebaloda@rediffmail.com
Alternate Email	phool85hot@gmail.com
Address	Govt. Dau Kalyan Arts and Commerce Post Graduate College Balodabazar Behind District Court Balodabazar
City/Town	Balodabazar
State/UT	Chhattisgarh
Pincode	493332

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Dr. A. K. Upadhyay</b>
Phone no/Alternate Phone no.	<b>07727222549</b>
Mobile no.	<b>9425523895</b>
Registered Email	<b>dr.upadhyay.ak@gmail.com</b>
Alternate Email	<b>phool85hot@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://gdkcbalodabazar.ac.in/show/inprogress">http://gdkcbalodabazar.ac.in/show/inprogress</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://gdkcbalodabazar.ac.in/show/inprogress">http://gdkcbalodabazar.ac.in/show/inprogress</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>71.6</b>	<b>2007</b>	<b>31-Mar-2007</b>	<b>31-Mar-2012</b>

<b>6. Date of Establishment of IQAC</b>	<b>02-Aug-2014</b>
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>Meeting for teaching</b>	<b>15-Jul-2017</b>	<b>105</b>

requirement and monitoring of teaching department and other departments committees functioning	1	
Reviewing the feedback and suggestions obtained from student for better necessary action	07-Sep-2017 1	1208
Academician giving free coaching in district library campus for PSC, Banks and other competitive exams.	05-Oct-2017 1	485
Overseas development activities to improve the academic performance of institution	20-Oct-2017 1	608
Annual academic Audit	15-Feb-2018 1	1090
No Files Uploaded !!!		

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

1. Discussion made to complete admission process on time. 2. Head of departments instructed to start classes on time and in regular manner.

No Files Uploaded !!!

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
No Files Uploaded !!!	

**14. Whether AQAR was placed before statutory body ?**

No

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

27-Feb-2018

**17. Does the Institution have Management Information System ?**

No

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

In accordance with the guidelines of the university teaching assignments allotted in the syllabus distribution, teachers prepare their "Teaching Plans: and it is regularly monitored by the Head of the department and principal.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
<b>No Data Entered/Not Applicable !!!</b>	

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Geography	14
MA	Sociology	24
MCom	Commerce	27
No file uploaded.		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>During this academic session, Head of institute directed each department to hold feedback. Orientation program department wise in order to receive value based feedback from the stack holders for enhancement of quality education. The Institute is constantly in dialogue with all its stake holders and seeks advice and input from industry leaders, in order to provide value in the many areas of engagement. Structured feedback is obtained after the completion of the course and before the end final examinations.</p>

### CRITERION II – TEACHING- LEARNING AND EVALUATION

## 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1521	352	7	14	14

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
25	12	4	1	Null	5
No file uploaded.					
No file uploaded.					

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Student Mentor System (SMS) is a programme within the Govt. D KPG College Baloda Bazar Chhattisgarh student community, with the following primary objectives of: 1. Enabling constructive interaction, guidance and mentorship of junior students by senior students 2. Providing a reliable and comprehensive support system to motivate students to excel in both academic and non-academic fields and to make the most of their life at the Institute. The two way system is devised to help freshman to be at ease with the new environment of this College. In this system students one of the teacher, who is teaching a particular section is made Faculty Mentor, Principal of College are involved at own level. Objectives of the SMS The objectives of the SMS include: • To help undergraduate fresh students understand the challenges and opportunities present in the Institute and develop a smooth transition to college life. • To counsel academically weak undergraduate first year students and to play an important role in helping troubled students cope with academic, extra-academic and personal issues. • To provide positive role models to first year undergraduate students in the institute. • To proactively try to identify various issues of concern to the general student populace and to bring them to the notice of the concerned authorities Structure of the SMS This programme primarily deals with first year undergraduate students. People involved in the SMS 1) Principal of the College 2) Disciplinary Action Committee of the College 3) Head of the Departments of the College 4) All Assistant Professor's 5) Student Counselling Cell. 6) Student Union Members of the College Role of Student Mentoring System • The SMS oversee the day-to-day functioning of the students in the college. For this, they must keep in regular touch with the students and freshmen to ensure that the environment of this college is good for your career. Members of SMS shall meet respective batches during their Laboratory classes in the Department. Information regarding timing of these laboratory classes is given. • Members of SMS shall certainly meet students of their batches in the first week and discuss general matters and make them at ease. • Members of SMS subsequently, they shall meet students after the 1st and 2nd sessional/ Annual/ Quarterly examinations and discuss their performance and comfort level • A meeting with students just before the end Semester/ Annual/ Quarterly Examination is very essential. • SMS shall counsel the students with difficulty in adjusting to the environment. • SMS shall also, advice students to take help of their Senior Student,

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1873	21	1:89

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	21	6	1	13

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Chemistry: • Regular class tests • Student Seminar Conservation Biology: • Group discussions, report preparation and assignments etc. Economics: • Monthly test •Departmental seminars on burning topics in Economics English: • Students' areas of weakness are filtered from the evaluation of their series of internal assessment •Students are divided into groups, each group comprising academically strong and not-sostrong • students and made to discuss and write assignments together contribution/ knowledge gained by members of the group is tested through interactions Mathematics: •MCQ, Viva etc • PowerPoint presentations • Class tests and assignments. Physics: •Organization of quiz, multiple class-tests. Sociology, Commerce and Geography: • Projects on different topics related to the syllabus

### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college is affiliated to University of Pt. Ravishankar Shukla University Raipur Chhattisgarh and also govern by Department of Higher Education Chhattisgarh. Being an affiliated Institution, the college follows curriculum framed by the University. Whenever there is a change in the curriculum, the University intimates it to the college and the same is communicated to the respective department for an immediate implementation of the change. The curriculum is deployed in a very effective way through scheduled timetable and lesson plan. The college ensures that continuous evaluation is carried out from time to time by way of classes, internal assessment and model examinations. The

college is in constant touch with the University and tries its level best to keep abreast with the guidelines laid down by the University for the Effective Operation of the curriculum. The college has totally 180 working days in an academic year. As the institution is based at semi-urban area, the college has to strive much to bring in new concept and methodology into its programme. The lesson is well planned ahead of the semester and annual for effective implementation. Each department conduct meetings in which they discuss allotment of papers, preparation of lesson plan and lecture notes tailor-made to the needs of the students. The college also provides INFLIBNET services in the campus and support new methods of teaching for effective learning. Furthermore, college has the library where students get rich and knowledgeable books. Periodical analysis and internal/university examinations are undertaken to identify irregular and slow learners. Curricular, Co-curricular and Extra-curricular achievements of the students are recorded in the tutorial register by the mentor. Mentors provide Personal Counselling to the needy students and enable them to solve their grievances and concentrate on their studies. The college Principal assess the staff performance based on their class room teaching, their inter personal relationship in the department, the punctuality, regularity and contribution to the department in general and to the institution in particular. The principal assess the staff on their overall performance both in academic and non-academic matters.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://prsu.ac.in/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

**No Data Entered/Not Applicable !!!**

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
No file uploaded.				

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
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No Data Entered/Not Applicable !!!

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Hindi	2

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Maths	2	3.14
National	Hindi	2	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
New generalized continuity by using Generalized closure operator	P.Jha and Manisha Shrivastav	International Journal of Math. and its appl.	2018	72.9	Govt. J.Y. Chhat tigarh College Raipur	943
A new class of	P.Jha and	International	2018	10.26	Govt. J.Y. Chhat	943

open and closed mappings	Manisha Shrivastav	Journal of advance research in computer science			tisgarh College Raipur
No file uploaded.					

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	1	Nil	Nil
Resource persons	Nil	5	Nil	Nil
No file uploaded.				

## 3.4 – Extension Activities

### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

## 3.5 – Collaborations

### 3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
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No Data Entered/Not Applicable !!!

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
81	7
18	20

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

##### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	30405	6190783	1319	352411	31724	6543194
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	1	2	2	0	4	10	10	0
Added	1	0	0	0	0	0	0	0	0
Total	26	1	2	2	0	4	10	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
<b>No Data Entered/Not Applicable !!!</b>			

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>for achieving greatness everything should be in a proper manner. our college have great ability for maintaining and utilizing physically academic and support facility. for every work to be done separate committee has constituted in the college. the sports committee has been established for development of sports facilities and encouraged excellent sports player in the college. there is new IT committee which work for smart classes and distance learning through computer and internet the regular meeting of IQAC has been conducted by the head of department, teaching staff, no-teaching staff and students. the proper exam and result are conducted so that the student knowledge enhanced. library sports complex, computer room and class room are upgraded every time so that student full fill their need. the college has run with the time so that every essential things most be established in college premises.</p> <p style="text-align: center;"><a href="http://www.gdkcbalodabazar.org/">http://www.gdkcbalodabazar.org/</a></p>
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#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Null	Null	Null

## 5.2 – Student Progression

### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	352	B.A., B.Sc., B.Com, B.Sc. IT	Physics, Chemistry, Maths, Botany, Zoology, IT, Hindi, English, Economics,	Govt. DBDK PG college Balodabazar	M.Sc., M.Com, PGDCA, M.A.

Political  
Science,  
Commerce,  
Sociology,  
Psychology,  
Geography

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

DK College has a unique culture of student driven activities and committees. The students are a part of planning, implementation and execution of all cultural activities. The institute has student participation in Cultural Activities and various committees. After commencement of every academic year, fresh committees are formed on voluntary basis. Each committee has to decide their activity calendar, resources required and execute.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The vision of alumni association of our college is to establish a strongly connected alumni association, which acts as a bridge between the students, management, staff and alumni of DK College for mutual benefit and synergy. Our alumni Association believes in fostering a strong alumni network that not only helps former students remain connected but also provides an avenue for the philanthropic spirit of successful alumni. The DK alumni association will provide a platform for sharing intellectual, cultural, career and professional experiences not just with the present students, but also with other alumni.

5.4.2 – No. of enrolled Alumni:

51

5.4.3 – Alumni contribution during the year (in Rupees) :

658

5.4.4 – Meetings/activities organized by Alumni Association :

4

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Formation of different sub committees comprising representative from all stakeholders of the college for smooth functioning of administrative and academic activities of College. IQAC has also in function for monitoring and implementation of quality teaching and to decide other quality bench marks Participative learning and management is main motto of the College. For implementing this regular meetings of teaching and non teaching staff are conducted. The Matter discussed in the meeting and the suggestion received are incorporated in implementation policy of College. As far as development and construction activities of the College are concerned, planning and evaluation board and building committee has been formed.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Daily Diary shows plans for its completion.
Teaching and Learning	Each department ensure faculties availability to sort out problems of students daily.
Examination and Evaluation	Unit tests, term end test, presentation, question generation technique, evaluation technique training to students.
Research and Development	Motivation of faculty members for research publication and participation in research seminars. Encouraging faculties to act as Ph.D supervirsor.
Human Resource Management	Motivating and facilitating the faculty members to participate in refresher and orientation courses. Conduction of short term computer program for non teaching staff.
Admission of Students	Online admissions including online payment facility in both UG and PG level. Strictly follow government rules for reserved categories. Online admission is made strictly on basis of merit.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	1. SMS alert system for Providing information and regular notice to all staff members and students. 2. Separate whatsapp group for all classes.
Administration	1. E-tender system through state government Portal. 2. Whatsapp leave requisition system. 3. Online submission of regular salary and retirement related documents through state government E-Portal.
Finance and Accounts	1. Computerized system for preparation of salary bills. 2. Disbursement of various payments to agencies and other persons through RTGS/NEFT. 3. Maintenance of college account through computerized system.
Student Admission and Support	1. Online admission and fee payment facility. 2. Online examination form filling facility. 3. Student database preparation through computer software. 4. Declaration of results through university website.
Examination	1. Online complete information to all students regarding examination. 2. Online examination form filling facility. 3. Online admission card downloading system. 4. Online result downloading system through university website. 5. Online intimation of Exam time table to all students.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						



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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Fundamental of Research Methodology	1	01/12/2017	21/12/2017	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	2	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF/CPF, Medical reimbursement	GPF/CPF, Grain Advance/Clothing	Poor Boys Fund, Scholarships

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

We have internal audit system supervised by a teacher from commerce department. External financial audits are done regularly by CA for local funds/RUSA funds and by the government departmental auditors for other funds.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
Janbhagidari Samiti	1870377	Lab and administrative expenses
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6.4.3 – Total corpus fund generated

1870377

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Nil	Yes	Nil
Administrative	Yes	Nil	Yes	Nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Regular meeting and interaction of parent teacher association 2. Valuable suggestion for development of college 3. pointing out weakness of the college and suggesting rectification

6.5.3 – Development programmes for support staff (at least three)

1. Computer training program. 2. Yoga classes were arranged for the interested staff members to maintain their health. 3. Stress Management program was organised for the support staff.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. SSR submitted in 2014. the college was accessed in march 2007 but none availability of affiliation letter from bar council of India accreditation process was hampered.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
No file uploaded.					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One day health awareness program for female staff and students.	06/02/2018	06/02/2018	68	4

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	4
Rest Rooms	Yes	1
Any other similar facility	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	01/12/2017	1	AIDS awareness Program	Lack of knowledge about STDS	132
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic Day	26/01/2018	26/01/2018	241
Independence Day	15/08/2017	15/08/2017	237
Swachhcha Bharat Abhiyan	20/12/2017	20/12/2017	135
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Establishment of ECO club 2. Nukkad Natak Program has been conducted for awareness in youth for plastic ban. 3. The college also maintain precaution in making disposal of the laboratory waste. 4. Tree plantation with the help of members of students union, NSS and NCC. 5. Herbal tree plantation in the botanical garden. 6. Swachchata Pakhwada and

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To celebrate birthday and achievements collectively. 2. Motivational attitude of all stack holders.
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Our vision is to bring the first generation learners in the main stream of higher education we have priority to provide extra time to those boys/girls who learn earning their livelihoods working either as laborer either as housemaid servants. So those who are unable to pay their fees or to purchase books etc., the faculty members help them by getting self motivated.

Provide the weblink of the institution

## **8.Future Plans of Actions for Next Academic Year**

a. Up gradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members. This plan has been initiated at the beginning of each session. b. Office automation to ensure an updated data management system in the college. Office automation has been planned to include an online archiving of student, faculty and staff database with necessary details. Information related to financial assistance such as scholarships, fellowships are also planned for digital archiving. Complete digitization of the college library is also planned.