Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**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	**dkcollegebaloda18@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**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**P.Jha**
Phone no/Alternate Phone no.	**07727222549**
Mobile no.	**9926480103**
Registered Email	**purush.jha@gmail.com**
Alternate Email	**phool85hot@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gdkcbalodabazar.ac.in/show/in progress

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gdkcbalodabazar.ac.in/show/inpro gress

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**71.60**	**2007**	**31-Mar-2007**	**31-Mar-2012**

6. Date of Establishment of IQAC

02-Aug-2014

7. Internal Quality Assurance System

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
Annual academic Audit	**25-Feb-2019**	**1175**

	1	
Overseas development activities to improve the academic performance of institution	22-Oct-2018 1	590
Academician giving free coaching in district library campus for PSC, Banks and other competitive exams.	15-Sep-2018 1	340
Reviewing the feedback and suggestions obtained from student for better necessary action	08-Sep-2018 1	1180
Monitoring of better examinations for yearly and semester exam	15-Feb-2019 1	680
Meeting for teaching requirement and monitoring of teaching department and other departments committees functioning	07-Jul-2018 1	115
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!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**8**
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	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Information of the meeting held on 30/01/2019 in RUSA office. 2. Discussion regarding NAAC preparation. 3. Motivating students to use Email. 4. One day seminar held on 09/02/2019 NAAC ek Parichay.

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
No Data Entered/Not Applicable!!!	
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	22-Dec-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

- This year as an educational tour students were taken to NUVOCO plant located at Sonadih in Balodabazar(C.G.) - In order to identify problem areas interactive sessions are held with students. - Social networking sites are also used by institution for circulation of information among the faculties and even by some departments for interaction with students. - Career guidance cell has been made in the institution and once in a month on the last Saturday the appointed teachers guide and prepare the students for competitive exams.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of	Duration	Focus on employ	Skill

	Introduction	ability/entrepreneurship	Development
No Data Entered/Not Applicable !!!			

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Information Technology	02/07/2018
BCA	Bachelor of Computer Applications	02/07/2018
MSc	Botany	02/07/2018
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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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!		
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	15
MA	Sociology	18
MCom	Commerce	18
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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

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
No Data Entered/Not Applicable !!!				
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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
2018	1692	372	6	14	20

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	Numberof smart classrooms	E-resources and techniques used
25	12	4	1	Nill	5
No file uploaded.					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In order to resolve day to day academic problems of the students, mentors are appointed for students, and they will counsel the respective students, to solve the problems come across during their course of study. This is a continuous process till the end of academic career of the student. During the last semester of study students are advised for higher studies along with proper career guidance. Reasonable numbers of students have secured admissions for their higher studies. Goal: The objectives of the practice followed by the Institute are: • To monitor the students regularity discipline • To enable the parents to know about the performance regularity of their wards. • Improvement of teacher-student relationship • Counselling students for solving their problems and provide confidence to improve their quality of life. • Guiding students to choose right career path for job, higher studies, Entrepreneurship, etc. The Practice : • The teacher takes students attendance in every class during the first five minute, and absentees information will be posted to head of the department as well as to the parents quarterly during academic year.. • Even after informing student's parents, HOD forwards the details of a student to the Principal for further action. • The Parents/Guardians of poor attendee/performance students are called to meet the mentors and corrective and preventive measures are implemented for further improvement. • Each teacher performs as mentor maintains the entire student Information, which is examined by the HOD and others concerned when necessary. • Periodic meetings are conducted by the Principal with HODs to review the punctuality and regularity of the students. • Every student participates in the events conducted in the college or other colleges with the prior permission of the concerned HOD. • Disciplinary Committee of the college promptly curbs the indiscipline in the campus. • Anti-Ragging Committee monitors the fresher's by frequently visiting the sensitive areas within the campus and outside the campus. • Additional duty is assigned to the faculty members

to monitor the fresher's from being affected by any sort of ragging in and around the campus. Outcomes of the system: • The attendance percentage of the students has increased to a greater extent. • The number of detainment of students has decreased consistently.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2064	20	1:103

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
31	20	11	Nill	14

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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!				
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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 Computer: • Seminars on latest technology development. • Assignment on topics based on syllabus.

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

The academic calendar of the college reflects various curricular activities planned during Academic year is based on Pt Ravishankar Shukla University Raipur Chhattisgarh and Department of Higher Education Chhattisgarh Calendar. The university designs the curriculum and affiliated colleges have to implement it as per the guidelines. The college does not play any role in curriculum

design however college can give feedback about the curriculum. The college makes lot of efforts to realize the goals of its own, by effectively implementing the curriculum as designed by the University. For the effective planning and implementation of the curriculum, the college undertakes various steps, such as preparing a comprehensive curricular and co-curricular activities calendar with necessary working committees to implement the same. Our college ascertains that the objectives of curriculum are achieved within instant goal of providing quality education. The college ensures that, the objective of curriculum is imparted through innovative teaching methods such as PPTs, Seminars, Assignments, Group discussions, Mock interviews, Workshops, Outreach Programs, Usage of Wi-Fi facility, Library etc. The syllabus is completed as per the norms of the University and to the satisfaction of the students. For effective transaction of the curriculum, the college organizes various student enrichment programs. The feedback from the students is obtained both orally. Students are categorized as advanced learners and slow learners. Remedial classes are arranged to help the slow learners to cope up with the rigorous teaching learning process and to make credible academic progress. The quality of a teacher is also assured by recharging the faculty members in their own discipline as well as general professional competence through training programs and Faculty Development Programs both in and outside of the college. The library has computer facility with Wi-Fi connection which assist faculty and students about information on selected topics, new arrivals and also previous question papers are maintained for students' reference and to prepare for the exams.

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://www.prsu.ac.in/UG_Courses.aspx

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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!				
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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
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 !!!				
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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 !!!					
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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	3

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	1	3.14
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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
Possiblistic analysis of uncertainty and vagueness in	P.Jha and Jayesh Karanjgaonkar	International Journal of Research and analytical reviews	2018	51.38	Govt. J.Y. Chhattisgarh College Raipur	943

Semantic Communication						

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	Nill	1	Nill	Nill
Resource persons	Nill	7	Nill	Nill

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 !!!			

View File

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 !!!			

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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 activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				

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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
No Data Entered/Not Applicable !!!			

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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 !!!			
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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
33	7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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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	31724	6543194	266	77342	31990	6620536
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
No Data Entered/Not Applicable !!!			

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	26	1	2	2	0	4	0	10	0
Added	0	0	0	0	0	0	0	0	0
Total	26	1	2	2	0	4	0	10	0

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

10 MBPS/ GBPS

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
No Data Entered/Not Applicable !!!	

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 incurredon maintenance of physical facilites
No Data Entered/Not Applicable !!!			

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)

The IQAC regular meeting conducted in our college for the proper policies and procedure to be maintained in every filed of work. The physical, academic and support facilities are smartly worked in institution. The examination and result, teaching technique , balding infrastructure and classroom all are very important for an educational institution for achieving greatness. The infrastructural like library, sport complex, computer room , smart room and science laboratory are available here for students. The student development programme such as Carrier counselling cell, NSS ,NCC, Red Cross are the such program which help in all round growth and personality development of the student. There is well equipped sports material In the college. The college have indoor and outdoor stadium for games like cricket, volleyball, kabaddi kho-kho, badminton, netball, table tennis etc. Every year our college hosting college level and sector level sports meet. The library have thousands of book for examination, journal, guide, magazines for student knowledge enhancement. The regular student issued with an identity card and library just after admission so that they can start study immediately after admission in the college. The DCA and PGDCA classes are running in the college and smart room for teaching and each student learning through computer are possible here. The sports committee , IT committee and infrastructure committee are working fr betterment of college and student. The regular examination are conducted in time and and result are declared. The proper grievance addressable cell are formed for any problem and difficulties arise in the college. The overall

laboratory, library, sport, computer and class room are well developed in our institution.

http://www.gdkcbalodabazar.org/Default.aspx

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
No Data Entered/Not Applicable !!!			

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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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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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 passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
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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
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	372		Physics,	Govt. DBDK	M.Sc.,

		B.A.,B.Sc., B.Com, B.Sc. IT	Chemistry, Maths, Botany, Zoology, IT, Hindi, English, Economics, Political Science, Commerce, Sociology, Psychology, Geography	PG college Balodabazar	M.Com, PGDCA,M.A.

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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
SET	3

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 !!!		

[View File](#)

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 !!!						

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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) :

568

5.4.4 – Meetings/activities organized by Alumni Association :

3

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
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.
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.
Library, ICT and Physical Infrastructure / Instrumentation	Construction of girls hostel has been fully completed. NList is available in library. Construction of eight new class rooms under progress.
Research and Development	Motivation of faculty members for research publication and participation in research seminars. Encouraging faculties to act as Ph.D supervirsor.

Examination and Evaluation	Unit tests, term end test, presentation, question generation technique, evaluation technique training to students.
Teaching and Learning	Each department ensure faculties availability to sort out problems of students daily.
Curriculum Development	Daily Diary shows plans for its completion.

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

E-governace 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
No Data Entered/Not Applicable !!!				
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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)
No Data Entered/Not Applicable !!!						
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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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF/CPF, Medical reimbersment	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/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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 | Nill | Yes | Nill |
| Administrative | Yes | Nill | Yes | Nill |

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 !!!					
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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.	16/01/2019	16/01/2019	71	6

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
2018	1	1	02/10/2018	1	Say no to alcohol	Health issues arising due to alcohol	142

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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
National Youth Day	12/01/2019	12/01/2019	136
Republic Day	26/01/2019	26/12/2019	200
Independence Day	15/08/2018	15/08/2018	235
Hindi Pakhwada	14/09/2018	28/09/2018	421

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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. Swachcchata 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

Following plans has taken for future development :- 1. Training of faculties for better teaching performance though use of ICT in classrooms, developement of smart class rooms etc. 2. construction and development of infrastructure facility. 3. Successful organization of special seven day camp by college NSS unit. 4. Formation of ECO club in the college for the motto of environmental awareness. 5. Promoting values based and competitive exam preparation for college students. 6. Formation for career guideline/counselling club and short term certificate course.