



Kalyan Post Graduate College

Bhilai Nagar, District Durg, Chhattisgarh, India

Affiliated to Hemchand Yadav Vishwavidyalaya, Durg, Chhattisgarh

Criterion –6: Governance, Leadership and Management

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.



**Submitted to National Assessment and Accreditation Council
2021 – 2022**



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ADMINISTRATIVE AND ACADEMIC AUDIT

PERIOD:2018 -2023

EXTERNAL MEMBERS-

1.Dr.prashant shrivastava

Dean students welfare

Hemchand Yadav University

Durg(CG)

2.Dr.Rajmani Patel

Deputy Registrar

Hemchand Yadav University

Durg(CG)

PRINCIPAL

Dr.R.P.AGRAWAL

PRINCIPAL

**Kalyan Post Graduate College
Bhilai Nagar (C.G.)**



ADMINISTRATIVE AND ACADEMIC AUDIT REPORT
KALYAN P.G. COLLEGE, BHILAI NAGAR

The administrative and academic audit (external) of Kalyan PG College was conducted on 22.12.23 for the session 2018-23

The Audit team comprises of the following external members:-

1. Dr. Prashant Shrivastava

Dean student welfare
Hemchand Yadav university
Durg(CG)

2. Dr. Rajmani patel

Deputy Registrar
Hemchand Yadav university
Durg(CG)

OVERALL ASSESMENT AND COMMENTS

Prior to the visit, the college submitted self evaluative report of each department which the audit team analyzed. The audit team visited the departments and interacted with faculty members. The departmental audit report demonstrates the progressive trend of the college.

EXECUTIVE SUMMARY

INTRODUCTION

Kalyan PG college is a premier institute in Chhattisgarh state. It is managed by

the Chhattisgarh Kalyan Samiti, a registered body founded in 1961. Initially the college was affiliated to Sagar University, Sagar (MP). Later on it was affiliated to Pt. Ravishankar Shukla University, Raipur till 2015. At present the institution is affiliated to Hemchand Yadav University, Durg (CG). The College was autonomous till 1989. The college was accredited with grade B++ by NAAC in the first cycle in 2004 and Grade B (CGPA 2.87) in the second cycle. The college was accredited in 2018 in third cycle by NAAC securing B Grade with (CGPA 2.31). The institution has been recognized by UGC as "College with potential for excellence" in 2010 and has received grant of 1.5 crore in first phase in two subsequent steps. Grant of Rs. 2 crore has been sanctioned by RUSA in 2016-17.

The College was established in the year 1963. The foundation stone was laid on 23rd July 1963 by then central steel minister Shri Neelam Sanjiva Reddy who later on became the president of India. It was started with the aim of providing higher education to the employees of 'Bhilai Steel Plant'. Students enrolled at that time were mostly employees of BSP who were in need of educational degree for their promotion. The college served as a major resource center to provide manpower to Bhilai Steel Plant.

The college offers under graduation, post-graduation, Doctoral and Diploma courses. It has five disciplines viz, Arts, Science, Commerce, Education and Journalism. A three year degree course BAJMC affiliated to Khushabhau Thakrey PatraKarita Avam Jansanchar Vishwavidyalaya, Raipur is functional since 2006. The college has nine research centres. The College ensures decentralized and participatory form of governance in providing quality education. Various academic and NAAC oriented committees are functional in the college, besides these the campus has separate administrative block, separate IQAC office, central and departmental libraries, Wi-Fi campus, ATM,

Gymnasium, Language lab, playground, laboratories, Auditorium, Canteen, Residential Quarters for teaching and non-teaching staff, out-station girl students are offered accommodation in hostel.

The college is looking forward to come up as an institute to provide conducive environment for preparing competent, value added and patriotic students of integrity of par excellence to meet global standards for societal development.

VISION

“To equip students with the knowledge, skills, attitude and values that is necessary for sustaining one’s balance between livelihood and life, by providing them an effective, supportive, safe, accessible and affordable learning environment.”

MISSION


- 1.To empower students of diverse backgrounds and varied aspirations through education.
- 2.To endow with opportunities towards self-fulfillment and competitiveness in an increasing global society through innovative and flexible learning.
- 3.To provide and sustain a student centric culture that capitalizes on uniqueness of multi-cultural society.
- 4.To enable the effective contribution of students towards sustainable development by inculcation of skills for transforming life’s and communities.

1.3 CRITERIA WISE SUMMARY

1.CURRICULAR ASPECT


Institution adopts curriculum of affiliating university, Hemchand Yadav university,Durg.

- Some teaching staff are members of Board of studies and Academic council meetings are held as per UGC stipulation by affiliating



university(Hemchand Yadav University).Their opinions are considered for evolving new curriculum relevant to regional, national and global needs. Many are paper setters, examiners, PhD evaluator etc.

- Academic flexibility is through a range of program options in UG and PG Elective options are available. **Fifteen programs covers elective options.** NSS/NCC/ Physical education provides flexibility in choice of club to cultivate service mindedness and awareness on local community based issues.
- Curriculum provides opportunity to develop soft skills, professional ethics/skills (Program like B.Ed/B.B.A/PGDCA/BCA etc.), develops language proficiency in Hindi/English, develops problem solving skill, creative thinking, communicative skills, interpersonal skills, provides interdisciplinary knowledge, value education Imparts Social, cultural and environmental awareness consisting of values in life. Service mindedness through NCC/NSS developing employability skills.
- Research is encouraged through mandatory project/dissertation in selected UG/PG programmes. **Nine Research centers** encourage scholars to undertake research on Social relevant topics.
- Feedback from various stakeholders helps in implementation, improvement of curriculum and other academic aspects.
- Strategy for curriculum delivery and documentation. Academic activities are documented through academic calendar, class time table and teaching plans.
- There are **Forty eight** courses which address crosscutting issues relevant to professional Ethics, **Thirty four** courses addressing Gender. Thirty nine courses addressing Human values and **Forty nine** number of courses addressing Environment and sustainability across all UG and PG program in our curriculum,

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- Experimental learning through project work/ field work/internship is specifically facilitated during the last 5 years **32% of students carried out project work/field works/internship** as part of their curriculum.

2. Teaching-learning and Evaluation

Student admission is conducted as per government norms. Activities aimed at promoting admission and fee reductions guarantee fairness and broad access for applicants from Bhilai, Durg, Rajnandgaon, and other Chhattisgarh districts. Academic counselling at the time of admission, new student orientation, remedial classes, value added courses and mentoring programmes are some of the ways that student diversity is supported.

Faculty positions are posted, and qualified candidates are hired in accordance with protocol. On-campus and off-campus orientation programmes, workshops, seminars, and conferences are used to train teachers. The purpose of the new teacher orientation is to familiarize educators with the concept and help them apply it within the college.

The academic calendar is framed in the beginning of the academic year for a systematic functioning and enables the Teacher to prepare semester plan for the courses taught before the commencement of classes.

Along with traditional teaching methods, learner-centered education techniques such as ICT based pedagogies, Group discussions, Case studies, Seminars, Quizzes, Debates, and Role plays are implemented. Teachers receive orientation from external experts on how to implement student-centric learning effectively. The College uses multimedia, LCD projectors, audiovisual aids, the internet, and ICT tools as part of its enriched teaching pedagogy. Additionally included are collaborative and experiential learning methods like Projects, Industrial visits, Summer Internships, and Experiential learning. Higher studies, placement, and pass percentage statistics all show improved learning outcome.

The students' performance is assessed through formative and summative evaluation techniques. To guarantee accountability and transparency, standard examination procedures are followed, and results are published on time.

Partial Automation of procedures for admission, attendance of students and faculty, evaluation, and results leads to more efficient administration and higher-quality educational services from the college.

3. Research, Innovations and Extension

Nine departments recognized as research centers by Hemchand Yadav university. Currently there are **34 recognized research guides** in the college and **Fifty two research guides** from other institutions are enrolled in our research centers. **Two hundred twenty nine students have registered for PhD in our research centres**, which is second highest among colleges affiliated to university. Seminars, workshops and training programs were conducted for the promotion of research. **Total one hundred forty research papers had been published** during these five years. College has significant MOUs with other educational Institutes.

4. Infrastructure and Learning Resources

Adequate Physical and Academic infrastructural facilities are created, maintained and improved to accommodate the growing academic needs. Well-furnished Classrooms (lecture halls), Administrative offices, Staff rooms, Equipped laboratories, Smart classrooms, Play ground, ATM Facility, Girls Hostel, Canteen etc are the available physical resources. Institution has adequate number of computers, **e-subscription of Books, availability of SOUL Software, N-List, WI-FI speed enhanced from 25mbps to 50mbps etc**
Construction of one reading room for research scholars, construction of four new

class rooms under RUSA grant, ramps for physically disabled person, Renovation of girls common rooms, purchase of office equipments, Gym equipments, Library books, etc are few of the recent Infrastructural additions. ICT enabled Classrooms, Auditorium, Seminar Hall enable ICT usage helped in effective teaching learning process.

Library is partially automated with **68,755 volumes of text books, 11,468 Reference books, 60 National and International Journals, 17 Magazines, 10 Newspapers** in the field of Arts, Science and Social Sciences. SOUL Software, N-List access, full text of e-Resources, Wi-Fi LAN facilities helped to promote research and learning experience. The Computer Lab is equipped with needed accessories and Internet facility which has strength of 50Mbps speed. Institution has 216 Computers. Optical line network with Wi-Fi connectivity throughout the campus. The software is updated as and when required through online mode.

5. Student Support and Progression

Committees/cells related to students like placement cells, counseling cell, Internal complain committee for Gender related issues etc are functional. Students Grievances such as academic and other requirements are dealt with these committees. College student council conducted many community development programmes, aid in organizing college functions like sports day, Annual function, youth festival etc.

Financial support to the needy and deserving students are provided through central, state government scholarships, Institutional scholarships, fee concession for students having outstanding performance in NCC/NSS/Sports, philanthropy etc. Institution ensures providing physical and academic infrastructure for holistic development of students.

Student progression is monitored through mentoring, academic and personal counselling, formative and summative assessment, exposure to extra-curricular activities, value added courses, campus placement facilitates vertical

movement of students. Many students qualified state/national level examinations. Alumni cell organizes annual meet. One of our **alumni runs Govind Chauhan cricket academy which ensures students training in cricket and Ground maintenance.** Their services also include Guest lectures, Model lesson teaching for B.Ed trainees etc.

6. Governance, Leadership and Management

Under the direction of statutory bodies such as the Governing Body, Apex body and Finance Committee, the management team, which consists of the Chairman, Principal, IQAC Coordinators, Faculty Heads and Heads of Departments, works to realize the institutional vision of training students to maintain balance between life and livelihood and getting high-quality education.

Statutory bodies are established in accordance with UGC guidelines to ensure that academic, financial, and general administrative matters are managed effectively. The IQAC was established in accordance with guidelines and is engaged in strategic planning for Academic audits, developing programmes for academic enrichment, conferences, and seminars centred on quality, as well as feedback aimed at achieving academic excellence and continuous quality improvement.

With management's approval, the College Administrative body develops developmental policies. This is brought up in the faculty meeting for implementation and follow-up. The college's ability to function effectively is facilitated by the discussion of issues at faculty head meetings, department faculty meetings, IQAC meetings etc. Prior to implementation, policies are discussed with stakeholders. Thus, a top-down strategy exists, and vice versa.

The principal's office, which organizes faculty hiring and training, is involved in the faculty empowerment strategy. Future plans for the academic teaching and learning process are based on an analysis of input from department heads and students. The institute makes budgetary provision for recurring and non-recurring expenditure in advance with the tuition fees forming the main source of income. Fee structure is affordable for all section of society. The Income and expenditure of the institution are subjected to regular Internal financial audit and external audit by qualified chartered accountants.

7. Institutional Values and Best Practices

Institute ensures in providing inclusive environment. Botany department generates revenue by selling products made from waste materials(Plastics waste ,bottles etc.) every year.Students prepare craft materials from waste materials. Weekly test is mandatory part of studentassessment in Education department.Weekly test copies are provided by college.Some of the best practices includes **Chauhan Cricket Academy, Jawara Ras Centre, Kalyan kosh (Loan facility with low interest facility) Sadasya sahayata yojna(Loan facility with low interest rate) ,Social harmony efforts, Community connect through many initiatives etc.**

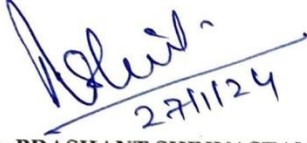
Institution has conducted Green and Energy audit by registered bodies.

RECOMMENDATIONS-

1. For post graduate students internship/project is recommended to made mandatory.
2. New programmes/certificate courses can be introduced.
3. Encouragement to develop e-contents and online resources.
4. Continuous evaluation pattern to be strengthened.
5. Question bank can be setup for each department and updated annually.
6. Research output and quality of publications should be improved.
7. MOUs with other institutions should be increased and collaborative initiatives should be developed.
8. Academy and Industry linkages for research and education should be promoted.
9. Environment centric approach like Minimal usage of papers can be promoted.

DATE: 27/1/24

PLACE: KALYAN PG COLLEGE, BHILAI NAGAR



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