ANNUAL QUALITY ASSURANCE REPORT
(AQAR)

2014- 15

Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

BY

INTERNAL QUALITY ASSURANCE CELL (IQAC)

KALYAN P.G. COLLEGE, BHILAI NAGAR

CHHATTISGARH

(REACCREDITED BY NAAC WITH "B" GRADE)

NAAC

VISION

- o To provide a unique learning experience which will enable the students to realize their potential and mould their overall personality.
- o To make available equal opportunities and ensure support without prejudice for gender, class, caste, religion and economic status.
- o To ensure recognition as an international leader in holistic education to achieve global competency in corporate and social world.
- o To go beyond the recognized frontiers of social equity and justice and provide pioneering leadership action in bringing together the illiterate and the ignorant towards education to transform human population into a human resource.
- o To make available globally competitive education infrastructure compatible to the changing challenges of India's nation-building processes.

MISSION

- o To strengthen the weaker sections of Chhattisgarh state through higher education.
- o To empower the illiterate, ignorant, uneducated masses by educating them and by creating in them the social, political and cultural awareness.
- o To give them confidence that they are the creators and not the creator of their fate.
- o To make them think that knowledge alone can help them in creating their futures.

Value Framework

To promote the following core values among the HEIs of the country:

- ➤ *Contributing to National Development*
- ➤ *Fostering Global Competencies among Students*
- ➤ *Inculcating a Value System among Students*
- ➤ *Promoting the Use of Technology*
- ➤ *Quest for Excellence*

Contents

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Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance Report (AQAR)
in Accredited Institutions

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

Objective
The primary aim of IQAC is

- To develop a system for concious, consistent and catalytic action to improve the academic and administrative performance of the institution.

- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies
IQAC shall evolve mechanisms and procedures for

a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.

b) The relevance and quality of academic and research programmes.

c) Equitable access to and affordability of academic programmes for various sections of society.

d) Optimization and integration of modern methods of teaching and learning.

e) The credibility of evaluation procedures.

f) Ensuring the adequacy, maintenance and proper allocation of support structure and services.

g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.

b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.

c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.

d) Dissemination of information on various quality parameters of higher education.

e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.

f) Documentation of the various programmes/activities leading to quality improvement.

g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.

h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.

i) Development of Quality Culture in the institution.

j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement.

b) Ensure internalization of the quality culture.

b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices.

c) Provide a sound basis for decision-making to improve institutional functioning.

d) Act as a dynamic system for quality changes in HEIs.

e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:
1. Chairperson: Head of the Institution

2. A few senior administrative officers

3. Three to eight teachers

4. One member from the Management

5. One/two nominees from local society, Students and Alumni

6. One/two nominees from Employers /Industrialists/stakeholders

7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.

- It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.

- The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/ report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail (capuaqar@gmail.com). The file name needs to be submitted with Track ID of the institution and College Name or EC number. For example MHCOGN16601-Samudra Arts

and Science College, Taliamegu-Maharashtra.doc or EC_32_A&A_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year *(for example 2013-14)*   2014-15

1. Details of the Institution

1.1 Name of the Institution   Kalyan PG College, Bhilai Nagar

1.2 Address Line 1   Sector-7, Bhilai Nagar

Address Line 2   Bhilai

City/Town   Bhilai

State   Chhattisgarh

Pin Code   490006

Institution e-mail address   office@kalyanpgcollege.org

Contact Nos.   0788-2223665

Name of the Head of the Institution: Prof. L.R. Verma

Tel. No. with STD Code: 0788-2223665

Mobile: 09907416083(PRINCIPAL)

Name of the IQAC Co-ordinator: Dr. Y.R. Katre

Mobile:

09302780908, 9755538188

IQAC e-mail address:

yokrajkatre@gmail.com

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

OR

1.4 **NAAC Executive Committee No. & Date:**
*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

EC/59/RAR/01/Dated21/04/2012

1.5 Website address:

www.kalyanpgcollege.org

Web-link of the AQAR:

www.kalyanpgcollege.org

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B++	81	2004	5year
2	2nd Cycle	B	2.84	2012	5year
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   01/01/2005

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and
Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i.   AQAR 2012-13, Nov.2013 (DD/MM/YYYY)
   ii. AQAR 2013-14, ------------ (DD/MM/YYYY)
   iii. AQAR 2014-15, ------------ (DD/MM/YYYY)
   iv. AQAR 2015-16, ------------ (DD/MM/YYYY)

1.9 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ] No [√]

Autonomous college of UGC   Yes [√] No [ ]

Regulatory Agency approved Institution   Yes [ ] No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√] Men [ ] Women [ ]

                Urban [√] Rural [ ] Tribal [ ]

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

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

1.10 Type of Faculty/Programme

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

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

Others   (Specify)   . B.Ed., M.Ed

1.11 Name of the Affiliating University *(for the Colleges)*   Pt. Ravishankar Shukla University, Raipur (C.G.)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

- College with potential for excellence(UGC)

Autonomy by State/Central Govt. / University   UGC , State

YES

University with Potential for Excellence	-	UGC-CPE	
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (*Specify*)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers 05

2.2 No. of Administrative/Technical staff 01

2.3 No. of students 02

2.4 No. of Management representatives 01

2.5 No. of Alumni 01

2. 6 No. of any other stakeholder and

   community representatives 02

2.7 No. of Employers/ Industrialists 01

2.8 No. of other External Experts 01

2.9 Total No. of members 14

2.10 No. of IQAC meetings held 04

2.11 No. of meetings with various stakeholders: No. 11   Faculty 03

   Non-Teaching Staff Students 02   Alumni 01   Others 05

2.12 Has IQAC received any funding from UGC during the year?   Yes √   No

3 lacs

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | - | International | - | National | - | State | - | Institution Level | 4

(ii) Themes

| Improvement in quality Teaching |

2.14 Significant Activities and contributions made by IQAC

- Preparation of academic calendar of institution.
- Organizing meeting with stakeholders.
- Taking suggestion from various stakeholders for improving quality.
- Providing latest UGC notices to respective departments.
- Collection of feedback forms from UG, PG student and parents.
- Gives direction and resource support for conducting various

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Curricular aspect	Syllabus of all subjects of all one annually and updated by the members of board of studies after the local and national needs.
Teaching , learning and Evaluation	-Internal and External evolution, continuous evaluation by weekly test, model examination, evaluation by giving weekly/monthly assignments , seminar evaluation by curricular activities like community development activities etc. Teaching -Use of ICT for teaching , emphasis on adopting active learning methods , participatory learning , separate classes for ph D scholar during course Work. Timely guidance and Doubt Clearance by teachers.

	Learning- - PowerPoint Presentation by students, ph D scholars during seminars, assignment presentation etc. - Students get trained via NCC, NSS, and Sports activities. - Students get opportunity to participate in various academic events organized by various departmental societies.
Research, Consultancy and Extension	-Research projects Major-One Minor-five -Publications International-05 National-14 -Seminars/conferences/workshops attended International-03 National-15 State-05 -Research scholars receiving scholarships/fellowships-Nil
Infrastructure and Learning recourses -	Infrastructure Well equipped classrooms. Labourites main and departmental library student canteen, girls hostel, Gym facility, ATM, Health centre Auditorium, play ground etc are available for students of research scholars. - ICT equipment departments - Departmental connectivity by intercom. - Availability of staff quarters. (Teaching & non - teaching) Learning Resources - - well equipped library for students and research ---- - Latest books, journals, encyclopaedias, Magazines, Newspapers, periodically, test papers etc are available.
Students supports and	Students are provided with college hand

Progression	book in the beginning - Information regarding various committee cell are provided via notices & during Departmental society - Induction programmes - Various helpline numbers and displayed in college campus - financial support in the form of scholarship (Institution & government and other sources) are provided - Tuition fee relaxation to students for their outstanding performance in NCC , NSS and sports. - prize money for marmite student.
Governance, leadership and management -	-frequent meeting of IQAC with various holders - Timely evaluation of the functioning of various committees . - Timely collection of feedback from stakeholders. - Timely assessment of the functioning of various cells like students grievances cell, anti ragging cell etc.
Innovation and best practices	-College has its own heath centre, local people are given free heath checkups weekly. -kalyan kosh-internal financial arrangement in which amount deducted per month is given at the time of retirement. Its members can apply for loan from kalyan kosh which is given at minimum interest rate. -Cricket coaching to students.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   *Yes ☑   No ☐

Management ☑   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Suggestions received from the management is taken and required changes done.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	05	-	-	-
PG	17	-	-	-
UG	21	-	-	-
PG Diploma	05	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	48	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-		-	-

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

Pattern	Number of programmes
Semester	yes - 17 PG
Trimester	-
Annual	yes-21 UG

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

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

Please provide an analysis of the feedback in the Annexure

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

> The syllabi of all subjects in PG courses are annually revised and updated by the members of board of studies. New topics and chapters are included in the syllabics per local and global needs .The lab courses are revised with new practical

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

> NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
60	UnderUGC-17	NIL	16	Contractual
	Under Section -27	NIL	NIL	Appointments-65

2.2 No. of permanent faculty with Ph.D.

42

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V

2.4 No. of Guest and Visiting faculty and Temporary faculty | NIL | NIL | 65 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminar/Workshops	04	20	12
Presented papers	06	22	16
Resource Persons	04	05	12

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

> - Weekly tests , model exams , assignments, seminar presentation by students and Ph.D scholars.
> - Internal assignment by departmental activities [Eg - activities of departmental societies)]
> - Giving projects to students (U.G.) , Group discussion.

2.7 Total No. of actual teaching days
    During this academic year

> 201

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

> Grading system

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

> | 52 | NIL | NIL |

2.10 Average percentage of attendance of students

> 79%

2.11 Course/Programme wise
     distribution of pass percentage :

S.NO.	CLASS	TOTAL NO. OF STUDENT	DIVISION			DISTINCTION	SUP.	FAIL	PASS
			I	II	III				
1	M.A.Political	5	5	-	-	-	-	-	100%
2	M.A. (Hindi)	14	9	5	-	-	-	-	100%
3	M.A.(Eng)	34	1	13	18	-	1	-	94%
4	M. Com	43	23	15	1	-	-	-	90%
5	M.A. (History)	2	2	-	-	-	-	-	100%
6	M.Sc.(Physics)	31	27	3	1	-	-	-	100%
7	M.Sc.(Boyte.)	7	7	-	-	-	-	-	100%
8	M.Sc.(Chemistry)	22	24	4	-	-	2	-	97.25%
9	M.Sc.(Zoology)	27	24	1	-	-	-	-	100%

10	M.Sc.(Computer sci.)	29	19	8	-	-	2	-	93%
11	M.Sc.(Bootny)	30	23	6	-	-	1	-	-
12	M.Sc.(Mic.)	96	33	19	-	-	2	-	95.65%
13	M.A. (Economic)	4	3	1	-	-	-	-	100%
14	M.A. (Sociology)	4	3	1	-	-	-	-	100%

S.NO	CLASS(FINAL YEAR)	TOTAL NO. OF STUDENT	DIVISION			DISTINCTION	SUPPLY	FAIL	PASS %
			I	II	III				
1.	B.COM	202	26	139	6	1(71.33%)	22	9	84.65%
2.	B.SC	243	58	140	(1)	10	19	25	81.48%
3.	B.A.	62							
4.	BCA	18	09	04	NIL	2	4	1	72.22%
5	BBA	8	04	04	NIL	NIL	NIL	NIL	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Timely distribution of feed back forms(students , teachers and)
- Taking suggestions from various stakeholders for improving teaching m learning process via PTA ,Alumni meetings , feedback forms etc .(suggestion box)
- Providing required resources to the respective departments.
- Various committees has been formed to monitor / evaluate academic activities.
- Apprising the departments about latest UGC notifications.
- Maintaining records of the research publications of teaching staff , achievements etc .

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	02
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	1+6	-	-	-
Technical Staff	Laboratory - 20 Library-05 Office-10	-	-	Office-24 Peon-15

Criterion – III

3. Research, Consultancy and Extension

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

- Few departments have got the status of research centre. Required resources are provided in the research centres.

- Availability of latest research books, journals, periodicals etc are ensured in the research centres.

- Research notification by UGC,ICSSR,SCERT etc. are forwarded to respective departments.

- Candidates doing researches under funding agencies are felicitated in annual function.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	DST	-	-
Outlay in Rs. Lakhs	-	1,20,000	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	05	05	-
Outlay in Rs. Lakhs	-	7,85,000	7,85,000	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	06	15	08
Non-Peer Review Journals		11	06
e-Journals	03	-	-
Conference proceedings	02	07	04

Teaching staff publish their research journals and some are co-editors-

1.Journals published by staff-

2.Journals published by college-

3.5 Details on Impact factor of publications:

Range   4.5   Average   1.2   h-index   12   Nos. in SCOPUS [ ]

(I)   JOURNALS PUBLISHED BY STAFF-

S.NO	Name	Department	Journal Name	ISSN No.	Starting Year	Publisher

1.	Dr. Sudhir Sharma	Hindi	Shodh Sankalp	0976459	1995	Research and Research development centre, Raipur
2.	Dr. N. Papa Rao	Education	Modern Education Research	0976459	2008	Suvidha prakashan, Bhilai

(II)   COLLEGE JOURNAL -

Name of Journal	ISSN No.	Publishing year	Publisher
Chhattisgarh Vivek	0972-9909	2002	Kalyan P.G. College

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	No	Total grant sanctioned	Received	Department
Major (Completed)		DST	1	1,20,000	1,20,000	Science
Minor (Completed)2014	2Yrs.	UGC	2	2,55,000	2,55,000	Education
Minor (Completed)2014	2Yrs.	UGC	1	1,40,000	1,40,000	Education
Minor (Completed)2014	1Yrs.	SCERT Sponsored (Rajiv Gandhi Shiksha Mission)	1	2,50,000	2,50,000	Education
Minor(Ongoing)2014	2Yrs.	UGC	1	1,40,000	1,40,000	Sociology
Total				9,05,000	9,05,000	

3.7 No. of books published   i) With ISBN No.   [04]   Chapters in Edited Books   [-]

ii) Without ISBN No.   [-]

Department	No. of Books
	2013
Education	01
Hindi	03
Science, Physics + Zoology	02

3.8 No. of University Departments receiving funds from

UGC-SAP [-]　　CAS [-]　　DST-FIST [-]

DPE [-]　　　　　　　　DBT Scheme/funds [-]

3.9 For colleges　　Autonomy [√]　　CPE [√]　　DBT Star Scheme [-]

INSPIRE [-]　　CE [-]　　Any Other (specify) [Nagar Nigam Fund]

3.10 Revenue generated through consultancy [Nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	02
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [31]

3.13 No. of collaborations　International [2]　National [3]　Any other [-]

3.14 No. of linkages created during this year [-]

3.15 Total budget for research for current year in lakhs:

From funding agency [9,05,000]　From Management of University/College [-]

Total [9,05,000]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	Nil
	Granted	
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions   received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	12	-	-	-

3.18 No. of faculty from the Institution
   Who are Ph. D. Guides

15

   And students registered under them

42

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

02

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

JRF | - | SRF | - | Project Fellows | 01 | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 03 | State level | - |

National level | - | International level | - |

3.22 No. Of students participated in NCC events:

University level | - | State level | 04 |

National level | 04 | International level | - |

3.23 No. Of Awards won in NSS:

University level | 02 | State level | - |

National level | - | International level | - |

3.24 No. Of Awards won in NCC:

University level | - | State level | - |

National level | 04 | International level | - |

3.25 No. of Extension activities organized

University forum | - | College forum | 02 |

| 05 | | 03 | | 03 |

NCC   NSS   Any other

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

Departmental

- Community departmental programmes like Edu. department visited near by village following activities are conducted - survey , school beautification , sanitation activities , awake has regarding discuses.
- Social activities conducted by national youth organization like NCC, NSS like the plantation , road show convening social issues, prevention of diseases Blood donation etc.
- Free check-up and treatment in open for community every Saturday in kalyan health centre it is visited by doctors of Jawahar lal Nehru hospital.
- Short terms loans are provided employs of kalyan PG college via kalyan kosh.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	14.0 Acre(1,24,136 Sq.ft.)	-	-	14.0 Acre
Class rooms	42	-	-	-
Laboratories	10	-	-	10
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

Total Computerization of administration was done.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	60330	8980404	1329	333131	61659	9313535
Reference Books	163					
Journals	17					
Magazines	24					
News Paper	11					
CD & Video	78					
e-Books	-					
e-Journals	-					
Digital Database Others (specify)	-					

4.4 Technology up gradation (overall)

(a) Wi-Fi (Entire Campus)

(b) Intercom (All departments are interconnected)

(c) CCTV (Entire Campus, Total CCTV - 20)

	Total Computers	Computer Labs	Internet	Browsig Centres	Computer Centres	Office	Depart-ments	Others
Existing	139	04	In all departments including office	-	2 server rooms	05	54	01
Added	-	-	-	-	-	-	-	-
Total	139	04	Entire Campus	-	2 server rooms	05	54	01

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

❖ Wi-Fi connection in the campus.

❖ Computers with free internet access facility have been made available to almost all the departments and even to non teaching staff in the office and library.

❖ In some departments (Education) and Science power point presentation has been made compulsory for students.

❖ Library all office work is computerized.

❖ Teachers take classes via power point presentation.

❖ Free of cost computer facility with internet access us available for college students.

❖ Every department is equipped with LCD projector / OHP / Other audio visual equipments for various kinds of presentation.

OFFICE AUTOMATION -

❖ Admission Salary Payment and Accounts Section of College Office is fully computerized.

Software utilization by office-

(a) Fee collection software purchased from global info.

(b) Pay roll software prepared by college M.Sc. Students (2011)

❖ Intercom facility in office.

4.6 Amount spent on maintenance in lakhs :

S.NO	HEAD	AMOUNT
1.	ICT	236800
2.	Campus infrastructure of facilities	4261960
3.	Equipment	151620
4.	Other	19306650
	TOTAL	**23957030**

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC looks after the following awareness activities:-
- Induction Programme
- Upgradation of College website and Notice boards
- Educational trips
- Personality Development Programs and special classes for communication skills by TISS (Tata Institute Of Social Sciences)
- Providing handbooks to students.

5.2 Efforts made by the institution for tracking the progression

- Weekly and Model Tests
- Computer with internet access made available free of cost by Wi-Fi.
- Sample question papers are available in the library.
- Arranged campus placement interviews

Our college has a placement cell of its own. Over the years the college has helped its students in finding better job opportunities and better enterprises to work in. The placement cell assesses the needs of the entrepreneurs and prepares a compressive programme to equip the outgoing students with necessary skills.

5.3 (a) Total Number of students

UG	PG	Ph. D.	PGDCA
2701	700	Nil	38

(b) No. of students outside the state

82

(c) No. of international students   **Nil**

Men
No	%
---	--

Women
No	%
---	--

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2721	86	147	289	01	3244	2697	107	165	354	02	3458

Demand ratio   1:3   Dropout **1** %

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

Nil

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET **Nil** SET/SLET **Nil** GATE **Nil** CAT **Nil**

IAS/IPS etc **Nil** State PSC **Nil** UPSC **Nil** Others **Nil**

5.6 Details of student counselling and career guidance **Nil**

No. of students benefitted **Nil**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	**105**	**07**	**Nil**

5.8 Details of gender sensitization programmes **Nil**

5.9 Students Activities

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

State/ University level **20** National level **24** International level **Nil**

No. of students participated in cultural events

State/ University level **03** National level **NIL** International level **NIL**

   5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level **04** National level **06** International level **NIL**

Cultural: State/ University level **NIL** National level **NIL** International level **NIL**

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)

Financial support from institution	**128**	**68,400.00**
Financial support from government	**733**	**84,50,085.00**
Financial support from other sources	**11**	**12,500.00**
Number of students who received International/ National recognitions	**Nil**	**Nil**

5.11   Student organised / initiatives

Fairs   : State/ University level | **NIL** | National level | **NIL** | International level | **NIL** |

Exhibition: State/ University level | **NIL** | National level | **NIL** | International level | **NIL** |

5.12   No. of social initiatives undertaken by the students | **06** |

5.13 Major grievances of students (if any) redressed: **Nil**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Mission:**
> "To be a front runner in providing refined education system to create visionary professionals and entrepreneurs enriched with innovation and leadership through integration of teaching and learning, advancement of knowledge, education and research fostering an equitable and productive growth in the complex global society."
> **Vision:**
> "To foster the success of our students and the community through innovative and flexible learning opportunities resulting in all round development with ability to excel in dynamic global society."

6.2 Does the Institution has a management Information System

- Pre planned Administrative feedback meetings
- IQAC meetings for feedback and decision making.
- Periodic Meetings of various committees.
- Departmental Meetings on syllabus completion.
- Maintenance of software based student record.
- Monthly attendance record of students.
- Periodic meetings of examination committee.
- Research committee actively promotes research environment in the institution.

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

6.3.1   Curriculum Development

- The syllabus were modified in the BOS considering the feedback from alumni, corporate, visiting faculties.

6.3.2   Teaching and Learning

- Feedback , Remedial Class, Well Stocked Library, ICT, Innovative practices in teaching, seminars.
- Using Audio-visual methods of teaching at UG/PG level
- Conducting unit tests, group discussions, term end examinations and providing home Assignments.
- Exposing students to outdoor activities through educational trips, excursions, campus etc
- Motivating PG students towards research

6.3.3 Examination and Evaluation

- Different types of evaluations methods and transparency is achieved. University appointed college examination officers to ensures smooth conduction of exams.
- Semester system at PG level with Continuous Internal Assessment (CIA) is followed.
- The Principal and Head of Departments monitor the performance of students by

  analyzing results after each term end examinations.
- Extra Lectures are conducted by faculties to complete the syllabus within stipulated time.
- Student's performance are discussed and analyzed in departmental meetings from time to time.

6.3.4 **Research and Development**

Research is a significant activity of our college. During the academic year 2014-15, many research papers were published in National and International journals. Similarly, faculty members participated and presented their research papers in National and International seminars. Research scholars have obtained their Ph.D. degree from our research centre.Minor projects were sanctioned to faculty members by UGC. Three faculty member participated in orientation course and four attended refresher course in 2014-15. Faculty members have been recognized as Research Supervisors by the affiliating University
The following measures have also been taken to facilitate research:

- A Research committee has been established for inculcating research atmosphere.
- IQAC is guiding faculty members for improving API through participation in conferences and through publishing articles, books, and research papers in referred journals.
- Improving library and laboratory facilities for research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Laboratories and Library are updated, ICT based instruments and computers are purchased and used, 24 x 7 Internet, Wi-Fi, CCTV surveillance services.
- Internet access is given to all the UG and PG departments.

6.3.6 Human Resource Management

The college perceives students as prime Human Resource as such the institution strives to develop this asset through various activities like NSS, NCC, Social and cultural activities etc. Also efforts have been made for:

- Regular Alumni and Parent meetings.
- Non teaching staff made computer literate.
- Teaching staff enriched through participation in conferences/ workshops/ refresher courses etc. Various leaves, additional increments, evaluations through CR, study leave for faculties perusing research degrees.
- Short term loans are provided to college employees.
- Some of the Class IV people have been provided quarters in college campus.
- Some of the staff members have been provided quarters.

6.3.7 Faculty and Staff recruitment

Teaching and non-teaching staffs are recruited time to time as per the need by giving open advertisement and interviews.

6.3.8 Industry Interaction / Collaboration

The training and placement cell of the college has maintained a cordial and professional relation with the industries. The placement cell provides complete information to students regarding vacancies. It collects bio-data of the appropriate students and communicates both ways. The outcome of the exercise is fruitful. Besides this, placement cell organizes invited lectures from Industrialists and Entrepreneurs for the benefit of the students.

6.3.9 Admission of Students

Complete information regarding admissions is published in college prospectus every year. Admission committee conducts discussion with parents at the commencement of the admission procedure. The purpose of this discussion is to inform the parents and their wards about choice of subjects, rules and regulation of the college and job opportunities. In addition, admission committee also provides counselling for proper subject and career selection to students.

6.4 Welfare schemes for

Teaching	1.Housing loan facility 2.Staff Quarters 3. Free internet facility 4. Duty leave for attending National/International conference. 5. Additional increments for getting M.Phil/doctor degree. 6. Free library consultancy facility 7. Medical reimbursement facility.
Non teaching	1. Free computer/internet access 2. Medical reimbursement facility. 3. Festival Advance facility.
Students	1.Language Lab 2.Computer Lab 3. Personality Development classes. 4.Remedial coaching for weaker students 5.Reading room. 6.ATM facility 7.Medical Health checkup 8.Free Internet access.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done   Yes [√]   No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Non	**No**	**No**
Administrative	Yes	M/s P.C.Bafna and Co. Durg	**No**	**No**

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

For UG Programmes   Yes [ ]   No [ ]

For PG Programmes   Yes [√]   No [ ]

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

- Entire examination system has been computerized like mark sheets, admission cards, attendance sheets, allocation of roll numbers.
- The highest parameter of efficiency with regard to evaluation process in the college is honesty and impartiality. The college enjoys utmost credibility in this aspect
- Both internal & external assessment are carried out in a systematic manner with objectivity.

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

The university gives full support to college for running the Autonomous for Post Graduate students.

6.11 Activities and support from the Alumni Association

Annual general meeting of the alumni was held in the college in the month of Feb. 2014. Many alumni students attended the meeting.

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher meeting at UG/PG level was organised on a regular basis and the performance of their wards was communicated to parents. The suggestions given by parents were taken and implemented by the college administration in the college development policies.

6.13 Development programmes for support staff

Nil

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

- Eco-friendliness in the campus is the policy of the college.
- Lawns and gardens are maintained with utmost care.
- Saplings were planted in the college and hostel premises.
- Approach road is cemented.
- Use of plastic material is prohibited within the college premises.
- Dustbins has been kept all over the premises to keep it clean.
- Boards has been stuck to make the students aware for keeping the surrounding clean.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Teachers Diary, Women grievance Cell, ICT Applications.
- Attendance Tracking system for students followed
- Feedback from students/parents collected & suggestions were incorporated by the college administration
- Inter College debate competition was organized in the college in which many teams from different colleges participated.
- Pattern of Question papers for certain courses revised so as to emphasize concept based learning and understanding.

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

- Plan of Action conceived at the beginning of the session successfully initiated and completed accordingly
- Frequent updating of the college website as a tool of ICT
- Admission procedure, regular notices, old question papers, results are being uploaded on the college website on regular bases.

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

- The college has its own health centre; local people are given free checkup in this health centre.
- College has big playground in which students and teenagers are given cricket coaching by Dr. Rajesh Chauhan (International Cricketer)

7.4 Contribution to environmental awareness / protection

Every Year the college organises Tree Plantation programme within the college campus and in its adopted village during the NSS camp. The faculties in the college attempt to awaken people towards the role played by trees in the survival of living beings during the NSS camp and elsewhere. In an attempt at book keeping, important trees in the college campus are counted and nameplates are tucked on them. Similarly a campaign for plastic free campus has also been organized from time to time. NSS and NCC students conducted environment awareness camps & also did afforestation.

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

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

(A)Methodology: Democratic method was adopted. Data was collected by the team members through -
- Consultation with HODs, Faculty members and stakeholders
- Interactions with students
- Feedback from students and parents

The following steps were taken in SWOT analysis:
- Feedback from various sources
- Emphasizing on all concerns
- Finalization of strengths, weaknesses, opportunities and threats
- according to vision, mission, goals and objectives

(B) SWOT analysis

STRENGTH:
- NAAC accreditation status Grade B.
- Team work and harmony amongst members
- Public participation exists in the college(Jan bhagidari)
- Vibrant educational environment.
- Easily accessible location of the college
- Active participation of faculty members in research
- Functional and active NSS & NCC
- Inculcation of ICT culture
- Timely examinations and results
- Helping the Deprived strata of the society.

WEAKNESSES:
- Lab technicians not qualified and trained
- Library facility needs improvement
- No Hostel facilities for boys
- Hostel facilities for girls not adequate, needs expansion
- Credit system/grading system and Choice based credit system not in existence
- Non-resident student centre (NRSC) not available

OPPORTUNITIES-
- Bhilai is a multilingual industrial town where people from different states are living together. It is a well planned city with modern aminities & is developing as educational hub.
- Availability of ICT tools & facilities.
- Possilbility of teachers recruited under statue-28 or on contract to go for Ph.D program & obtaining NET/SET qualification.
- Availability of institution like IISC, IITs, BARC, ISRO, Central Universities etc. where special training are provided.

THREATS-
- Restriction imposed by the State govt. to admit the students from the state only.
- Funds for remedial classes.
- Sensitization of faculty members for better academic performance.
- StickING to traditional teaching- learning methods.
- Preparing proper proposal for mobilization of research & travel grants.

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

- College is planning to set up smart classes.
- Expansion for research work.
- Expansion of lab and infrastructure.
- Expansion and renovation of college auditorium.

Name _____   *Name* _____

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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Name   **Dr. Y. R. Katre**

Signature of the Coordinator, IQAC

Name   **S. N. DWIVSDI**

Signature of the Chairperson, IQAC

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