Yearly Status Report - 2016-2017

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**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07727222549**
Mobile no.	**9425523895**
Registered Email	**dk_collegebaloda@rediffmail.com**
Alternate Email	**phool85hot@gmail.com**
Address	**Govt. Dau Kalyan Arts and Commerce Post Graduate College Balodabazar Behind District Court Balodabazar**
City/Town	**Balodabazar**
State/UT	**Chhattisgarh**
Pincode	**493332**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Raju Mahobia**
Phone no/Alternate Phone no.	**07727222549**
Mobile no.	**9407677701**
Registered Email	**rajumahobia@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

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**	**71.6**	**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
No Data Entered/Not Applicable!!!		

No Files Uploaded !!!

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

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

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 :	**2**
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)

Discussion about affiliation of LLB work from bar council of India for NAAC.

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	2017
Date of Submission	16-Mar-2017
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

1. Collegiate academic calendar is prepared according to the circulars received for the affiliating university and thus students are informed about the academic calendar of the college. 2. In order to meet the aim of the academic calendar of the college every year orientation program is conducted for newly admitted students to make them aware of its delivery and implementation. 3. inflibnet/wifi facility is provided to the students for knowledge enrichment.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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
BSc	Biotechnolgy	01/07/2016
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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	9
MA	Sociology	7
MCom	Commerce	8
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
All the teaching facilities and non teaching staff provide formal and informal feedback to the head of institute on various head like academic, administrative and other affairs related to the institute.

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 !!!				
[View File](#)				

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
2016	1038	277	7	13	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-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

Resources)					
20	10	3	1	Nill	5

No file uploaded.

No file uploaded.

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

This Students Mentoring System (SMS) has been introduced to establish a better and effective student-teacher relationship and guide the students in Academic matters.All teachers work as Mentors to the student'sallotted to them. Students will have to go and meet their Mentor in college time during whole academic session for guidance. The students must feel free to confide in their Mentors, their Academic problems. OBJECTIVES The Scheme aims to provide support at key stages of a young person's course to help them to settle in, make progress and to achieve their potential within the College. Mentors will provide individual support at the start of the course and throughout the first year of study. They will be selected and trained to ensure that they have the skills and knowledge necessary to support young people who might be daunted by some of the obstacles they face during their transition from school to college and into adult life. The Role of the Mentor The Mentors role is to act on behalf of the college to support a young learner who is enrolled on a course of study. Followings role will perform by mentor: • The students should take the prior permission of the Mentor before they absent themselves from classes. They have to submit a leave note for the absence for a period / day / days to the Mentor. The con-donation of shortage of attendance will be recommended on the basis of leave records and recommendation of Mentor. • The Mentor will note the performance of the students in tests and examinations. • SMS help to establish good communication between new learners and college staff and other learners. • SMS provide support for individuals who might be isolated or lack support and self- confidence. • SMS provide support in getting to know rapidly changing environments and the use of new technologies.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1315	20	1:65

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
38	17	21	Nill	12

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 !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

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-so-strong • students and made to discuss and write assignments together contribution/ knowledge gained by members of the group is tested through interactions Mathematics: • MCQ, Viva etc • PowerPoint presentations • Class tests and assignments. Physics: • Organization of quiz, multiple class-tests. Sociology, Commerce and Geography: • Projects on different topics related to the syllabus

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

College is affiliated to Pt. Ravishankar Shukla University Raipur Chhattisgarh and also govern with Department of Higher Education Chhattisgarh. For the effective implementation of the curriculum, the college publishes a detailed prospects that provides all necessary information about the college, courses offered, fee structure, faculty etc. The college has various committees for preparation of time table, institutional calendar of events, and conduct of examination. In addition to these, the other committees responsible for curricular and co-curricular aspects are also constituted to supplement and support the above committees. Principal conducts meeting with various departmental heads to develop strategies for the implementation of the curriculum. On the first day of the academic year, the time table, attendance sheet and work diary is given to the staff members from various departments. The teaching staffs are also informed to submit the teaching plan of the academic year. Followed by this, every department conducts departmental meetings where in various aspects like semester wise distribution of syllabus and inter departmental time table are discussed. The requirements of the department for the academic year are also discussed in the departmental meeting. The Principal and Head of department encourage the staff to impart the curriculum through innovative teaching methods as power point presentation, assignments, seminars, discussion, besides the regular chalk and talk method. Such meetings of head of departments with Principal and staff are regularly conducted to ensure the smooth conduct of curriculum delivery. The teacher receives support from the institution, affiliating university and other institutions for effective transaction of the curriculum and for improvement of teaching practices. The academic performance of student is continuously monitored by conducting the internal assessment tests, tutorials, seminars etc. and based on it, the abilities of the students are identified as slow learners and advance learners. Internal assessment tests and semester examination are conducted as per the guidelines and the schedules of the affiliating university. The Head of Departments takes care that each and every staff completes the syllabus in time and maintain up to date work diary. The IQAC mentors the feedback of students regarding curriculum delivery and teaching aspects.

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.gdkcbalodabazar.org/Course.aspx

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
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)

Not done as yet. It will be conducted from next session.

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 !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

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

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

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

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

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	**Maths**	**6**	**6.65**

No file uploaded.

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

Department	Number of Publication
Hindi	3

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
Relation between filters	Priyanka Singh, Amitabh Banerjee and P.Jha	International Journal of Pure and applied research	2016	1.09	Govt. J.Y. Chhattisgarh College Raipur	943
Modular Lattice Generated by Fuzzy implication	Priyanka Singh, Amitabh Banerjee and P.Jha	International Journal of Science and Technology	2016	10.17	Govt. J.Y. Chhattisgarh College Raipur	943
Majors of directed divergence	P.A.S. Naidu, S.K. Chandbhanani and P.Jha	International Journal of innovative research and Development	2016	65.68	Govt. J.Y. Chhattisgarh College Raipur	943
Some new Bi-measure of Fuzzy Entropy	P.Jha and Manju Verma	International Journal of Science and Research	2017	78.96	Govt. J.Y. Chhattisgarh College Raipur	943
A Fuzzy Rule based Expert System for Assessment of severity of Hemolytic Anemia	P.Jha and Nidhi Mishra	International Journal of Research in engineering and applied sciences	2016	6.57	Govt. J.Y. Chhattisgarh College Raipur	943

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	Institutional affiliation as

				excluding self citation	mentioned in the publication

<div align="center">**No Data Entered/Not Applicable !!!**</div>

<div align="center">**No file uploaded.**</div>

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**Nill**	**6**	**Nill**	**Nill**
Resource persons	**Nill**	**10**	**Nill**	**Nill**
Presented papers	**Nill**	**2**	**Nill**	**Nill**

<div align="center">**No file uploaded.**</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

<div align="center">[View File](#)</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

<div align="center">[View File](#)</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

<div align="center">[View File](#)</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

<div align="center">**No file uploaded.**</div>

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/	Duration From	Duration To	Participant

	industry /research lab with contact details			
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

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

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
81	**7**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	**Newly Added**
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	**Partially**	**2.0**	**2017**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**28686**	**5667242**	**1719**	**523541**	**30405**	**6190783**
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 !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

<div align="center">

10 MBPS/ GBPS

</div>

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
14	7	0	0

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 planning committee of the college decides procedures and policies for these. 2. The college receives grant from the Higher Education Department Education directorate, Government of Chhattisgarh under Plan Head and Non-Plan Head. Plan Head mentions the assigned budget for procurement of different items which include chemicals and glassware, sports items, books journals, equipment and contingency. the proper procedure policies are created for every work and task to be accomplished under the banner of IQAC regular meeting and feedback procedure are conducted where head of department faculty member non teaching staff and student are incorporated in the process of taking decision. the academic and support facilities like laboratory library sports complex computer room smart class are provided for interested students so that their no hinder can bound for knowledge enhancement, there is separate infrastructure committee to look after the work of building maintenance construction and gardening work also there budget allotted and implemented for the conduct of regular examination and result an autonomous cell are established, every year new books sports equipments and smart room tools are purchased with the consultation of all stack holders. the effective operation of academic and administrative process is the main moto of our institution for achieving desired goal.

<div align="center">

http://www.gdkcbalodabazar.org/

</div>

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

Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarshp	1157	5032368
b)International	0	Nill	0
View File			

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 !!!			
No file uploaded.			

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

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

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

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

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 !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	277	B.A.,B.Sc., B.Com, B.Sc. IT	Physics, Chemistry, Maths, Botany,	Govt. DBDK PG college Balodabazar	M.Sc., M.Com, PGDCA,M.A.

			Zoology, IT, Hindi, English, Economics, Political Science, Commerce, Sociology, Psychology, Geography		

No file uploaded.

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

No file uploaded.

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

Activity	Level	Number of Participants
Lawn Tennis Nill	State	1
Badminton Nill	State	2
Volleyball Nill	State	2
Kho-Kho Nill	State	5
Cricket Nill	State	6
Chess Nill	State	4
Football Nill	State	3
Athletics Nill	State	3
Table Tennis Nill	State	1
Kabaddi Nill	State	2
[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 !!!						

No file uploaded.

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

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

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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

5.4.2 – No. of enrolled Alumni:

51

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

666

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.
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	Name of the professional body for	Amount of support

		for which financial support provided	which membership fee is provided	
No Data Entered/Not Applicable !!!				
No file uploaded.				

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 !!!						
No file uploaded.						

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
Research Methodology	1	08/07/2016	28/07/2016	21
?????, ????????? ??? - ?????? ?????? ?? ??? ?? ?? ????	2	03/11/2016	23/11/2016	21
Ethics in Higher education:Teaching, learning and research	1	20/05/2016	09/06/2016	21
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

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
Janbhagidari Samiti	1418290	Academic expenses.

No file uploaded.

6.4.3 – Total corpus fund generated

1418290

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
2016	One day workshop for newly appointed teachers.	20/09/2016	20/09/2016	20/09/2016	15

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One day health awareness program for female staff and students.	26/09/2016	26/09/2016	52	5

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
2016	2	2	25/08/2016	1	Voters awareness drive	Lack of awareness of local people toward voting.	87
2016	1	1	22/12/2016	1	Cleanliness Drive	Sanitation and hygiene	153
No file uploaded.							

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
Swachchha Bharat	09/11/2016	09/11/2016	173

Abhiyan			
Republic Day	26/01/2017	26/01/2017	700

No file uploaded.

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 Swachchhata railly organized in college campus and district with collaboration with collectorate team.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To celebrate birthday and achievements collectively. 2. Motivational attitude of all stack holders.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

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

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

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

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