

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

AQAR for the year (for example 2013-14)

2012-13

### I. Details of the Institution

1.1 Name of the Institution

Govt. Rajmohini Devi Girl's P. G. College, Ambikapur, Surguja (C.G.)

1.2 Address Line 1

Behind BSNL Office

Address Line 2

Babupara

City/Town

Ambikapur

State

Chhattisgarh

Pin Code

497001

Institution e-mail address

Ggpgcollege.ambikapur@rediffmail.com

Contact Nos.

9826879840

Name of the Head of the Institution:

Dr. (Smt.) Jyoti Sinha

Tel. No. with STD Code:

07774 4235266

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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)

1.5 Website address:

Web-link of the AQAR:

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	1 <sup>st</sup> Cycle	C	1.82	2009	7 March, 2014
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

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

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)4  
ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ (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)

1.11 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text" value="State govt."/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01/01"/>
2.3 No. of students	<input type="text" value="05"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="02"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="23"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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 \*

S. No.	Plan of Action	Achievements
01	Committees were made by head of the institutes.	Committee members followed & worked in the given committee as per instructions.
02	Admission Plan.	Admissions were given by the admission committee as per total seats allotted on merit basis, reservation policy was followed as per state govt rules.
03	To prepare time table.	Time table prepared by the time table committee and instructions provided to follow it by the all faculty members.
04	To prepare attendance register & daily dairy.	All teaching faculty maintained the attendance register and daily dairy. Students were motivated to attend classes regularly.
05	To conduct extension activities.	N.S.S. and Red Cross Units conducted difference extension programs.
06	To plan for examination and evaluation.	Unit tests, Quarterly, half yearly exam were taken and evaluation

		report displayed to the students.
07	To conduct youth festival and cultural activities, prize distribution.	Students participated in different competitions like Rangoli, Mehandi, Essay Writing, Singing, Dancing with great interest. Prize were provided by the institute to the merit holders & toppers.
08	To conduct practical timely.	Practical were conducted timely and practical records were maintained b the students and evaluated by the teachers.
09	To complete the syllabus in proper time.	All faculty members completed their syllabus timely.
10	To provide instructions for preparation of examination.	Students were motivated and guided for preparation of examination
11	Awareness for cleanliness of classrooms and college campus.	Students were made aware for cleanliness and its importance.
12	To make the students & staff eco friendly.	Plantation was done and ECO friendly environment was created.
13	To conduct work shop of spoken English	Executed.
14	To conduct lecture series for women safety.	Executed.

*\* 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       As per state govt rules & instructions.

Provide the details of the action taken

## Part – B

### Criterion – I

# I. 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				
PG	06		01	
UG	03			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	09		01	
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options. (We are going to introduce CBCS & electing option in M. Sc. H. Sc., M. Sc. & M.A. in semester from 2015-16).

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	✓

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. Yes

Many faculty member of board of study participated made of syllabus.

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

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
14	11	-	02	01(Principal)

2.2 No. of permanent faculty with Ph.D.

07
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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
-	3	-	-	-	4	-	-	-	7

2.4 No. of Guest and Visiting faculty and Temporary faculty

03	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		10	
Presented papers		08	
Resource Persons			

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

Teaching through audio visual aids, computer, internet.
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2.7 Total No. of actual teaching days during this academic year

180
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

University exam reforms followed all faculty members are involved in paper setting & valuation.
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

11		
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2.10 Average percentage of attendance of students

75%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students	Division



	appeared	Distinction %	I %	II %	III %	Pass %
U.G.	281		11	230	33	274
P.G.	41		15	24	-	39

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
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	01	-	-	-
Technical Staff	05	02	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

Motivated staff to apply for minor research project.
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#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			03
e-Journals			
Conference proceedings			

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 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	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

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)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sponsoring agencies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

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

3.13 No. of collaborations International  National  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  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	<input type="text"/>
	Granted	<input type="text"/>
International	Applied	<input type="text"/>
	Granted	<input type="text"/>
Commercialised	Applied	<input type="text"/>
	Granted	<input type="text"/>

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

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

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

JRF       SRF       Project Fellows       Any other

3.21 No. of students Participated in NSS events:

University level       State level

National level       International level

3.22 No. of students participated in NCC events:

University level       State level

National level       International level

3.23 No. of Awards won in NSS:

University level       State level

National level       International level

3.24 No. of Awards won in NCC:

University level       State level

National level       International level

### 3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Aids day rally & awareness programme 01.12.2012
- Old age home visit at Raghavpuri Ashram.
- Adopted village visit & public contact (16 Sept. 2012)
- Literacy Rally in Gangapur.

## 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	16.59 Acre			16.59 Acre
Class rooms	20		Govt.	
Laboratories	08			
Seminar Halls				
No. of important equipments purchased ( 1-0 lakh) during the current year.	02			
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15741	3656599	599	108230	16340	3764829
Reference Books	6357	1721837	20	2986	6377	1724823
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	-	05	-	-	03	02	-
Added								
Total	37	-	05	-	-	03	02	-

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

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	20470 Rs.
ii) Campus Infrastructure and facilities	
iii) Equipments	
iv) Others	
<b>Total :</b>	20470 Rs.

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Personality development, Security, self confident and Self dependent.

#### 5.2 Efforts made by the institution for tracking the progression

Full support of the teaching staff and head of the institution, self appraisal, student counselling, Feedback from students, suggestion box.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1174	88	-	-

#### (b) No. of students outside the state

05

#### (c) No. of international students

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
242	32	519	271	-	1064	247	29	657	346	-	1279

Demand ratio 1.1-2%

Dropout %: 15% in U.G. & 07% in P.G.

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

No. of students beneficiaries

### 5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

### 5.6 Details of student counselling and career guidance

Time to time in notice board, Information regarding vacancies in different fields are displayed. Reading material, visiting faculty lectures are organised for self employment & finance. Counselling cell committee take care of the students' problem.

No. of students benefitted

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

### 5.8 Details of gender sensitization programmes

Lecturer organised by staff members & reputed outside.

### 5.9 Students Activities

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

State/ University level  National level  International level   
 Basket Ball 02, Kabaddi 03, Athletics 03.  
 No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level



### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	315	1164104.00
Financial support from other sources		
Number of students who received International/ National recognitions		

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ College level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

- The College strives to exert all its resources to mould & motivate the tribal and rural girls from economically poor section of the society viz. scheduled caste, scheduled tribe & minority to a better individual & human being and groom them to contribute constructively towards achieving national goals.
- We further aim to mould the learner's specially tribal & rural girls who are academically accomplished, morally upright, emotionally strong & with determination to be independent economically.
- To save the society with dedication and devotion.
- To organize the several activities with participation for the betterment of the society.
- To make the department ideal for all curricular, social, innovative, research oriented activities.
- To start P.G. course in sociology & P.G.D.C.A.

#### 6.2 Does the Institution has a management Information System

Head of institute takes care of the instituion.

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

6.3.1 Curriculum Development

Most of one staff members are member of board of studies chairperson & member of academic council.

6.3.2 Teaching and Learning

1. Teaching through audio visual aids and motivate for better performance in academic activities and research work.

6.3.3 Examination and Evaluation

Unit test, half yearly exams are conducted & evaluated by the concern faculty regularly.

6.3.4 Research and Development

Dissertation and project work in P.G. and survey work in U.G.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Human Resource Management

6.3.7 Faculty and Staff recruitment

01 faculty member is selected in lecturer.

6.3.8 Industry Interaction / Collaboration

### 6.3.9 Admission of Students

Admissions are given on merit basis.  
Reservation rules of state government are followed.

### 6.4 Welfare schemes for

Teaching	Career advancement benefit vehicle & house loan.
Non teaching	Food & grain advance, festival advance.
Students	Practice at tailoring cooking, interior decoration, teaching and preparation, preparation of toys and baby kit.

### 6.5 Total corpus fund generated

Janbhagidari

### 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	✓	Govt. of Higher Education	✓	Personal Audit
Administrative	✓	Govt. of Higher Education	✓	Personal Audit

### 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?

All faculty members are involved in paper setting & valuation. Examination is followed by university reforms.

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

### 6.11 Activities and support from the Alumni Association

Feedback taken from alumni association.

6.12 Activities and support from the Parent – Teacher Association

Feedback from parents time to time taken.

6.13 Development programmes for support staff

-

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

Plantation & ECO awareness programme organised by institution.

## 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.

Labelling of playground is completed

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

Approach road is completed from Gaurav Path .  
Labelling of playground is completed.

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

***\*Provide the details in annexure (annexure need to be numbered as i, ii, iii)***

7.4 Contribution to environmental awareness / protection

Gardening in campus, plantation, cleaning of weeds plant time to time.

7.5 Whether environmental audit was conducted?

Yes

No

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

Distribution of boundary wall by the neighbours.  
Lack of computer & net facility for students.  
Students are very innocent.  
Students bear their expenditure by self.

## 8. Plans of institution for next year

- Shifting of transformer other place. Build to computer lab proposed to P.G. course is sociology and research centre in political science and Hindi Literature.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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## Annexure I

### **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

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