

# 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)

2013-14

### 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)

. Home Science

1.11 Name of the Affiliating University (for the Colleges)

Sarguja University, Ambikapur (Chhattisgarh)

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"/>
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="04"/>

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, Mehendi, 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.
		Self employment training centre finance education and banking work from 22.01.2013 to 24.01.2013 organise workshop English spoken course and personality development.

\* 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	P.G.D.C.A.		01	
<b>Total</b>	<b>10</b>		<b>02</b>	
Interdisciplinary				
Innovative				

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

(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 making syllabus.

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

Sociology department and P.G.D.C.A. diploma course.

## Criterion – II

### 2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
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2.1 Total No. of permanent faculty	25	12	-	01	01
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2.2 No. of permanent faculty with Ph.D. 04

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
	-	7	-	-	01	05	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 06 - 04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		11	
Presented papers			
Resource Persons		08	01

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

Teaching through audio visual aids, computer, internet, projects, O.H.P. slide projectors has been used.

2.7 Total No. of actual teaching days during this academic year 189

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.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 07

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students	Division
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	appeared	Distinction %	I %	II %	III %	Pass %
U.G.	233		24	200	01	225
P.G.	51		15	19	-	34

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

Through unit test, seminars in P.G. classes, project work dissertation.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
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		02	06
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  
Of the institute in the year. (03 staff members got Ph. D. Awarded).

Total	International	National	State	University	Dist	College
03						

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	<input type="text"/>	College forum	<input type="text"/>	Any other	16
NCC	<input type="text"/>	NSS	<input checked="" type="checkbox"/>		

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

- N.S.S. camp of 7 days in Keshavpur 2013
- Manav Shrinkhala Rally 206 in the year 2013.
- Voter awareness cycle rally 2013.

## 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			
Class rooms	20			
Laboratories	08			
Seminar Halls				
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

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16340	3764829	610	125850	16950	3890679
Reference Books	6377	1724823	108	52156	6485	1776979
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	01	-	-	-	-	-	-	-
Total	38	-	05	-	-	03	02	-

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

In office, physics and chemistry department internet available.
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	19800.00
ii) Campus Infrastructure and facilities	
iii) Equipments	
iv) Others	
<b>Total :</b>	19800.00

## Criterion – V

### 5. Student Support and Progression

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

Programme organise for discipline maintance skill development self confident making.

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

Full support & co-operation by the teaching staff & Head of the institution. Self appraisal, student counselling, feedback from student and suggestion box.

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

UG	PG	Ph. D.	Others
1211	129	-	17

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

03

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

Men	No	%	Women	No	%

Last Year 2012-13						This Year 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
247	29	657	346	-	1279	489	27	585	262	-	1363

Demand ratio 1.1-2%

Dropout %: 16% 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 faculty regarding gender distinction, dowry & female feticide & other related issues.

5.9 Students Activities

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

State/ University level  National level  International level

Chess 02, Volleyball 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	554	2095377
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. In Biotechnology, Microbiology, Mathematics and to start B.C.A.

6.2 Does the Institution has a management Information System

Head of institute takes care of the management of the college.

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

6.3.1 Curriculum Development

Both 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 research activity to participated in the workshop and seminar.

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 survey work in P.G. students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Human Resource Management

Best use of all resources available.

6.3.7 Faculty and Staff recruitment

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

Admissions are given on merit basis. Reservation rules of state government are followed.
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6.4 Welfare schemes for

Teaching	Career advancement benefit.
Non teaching	Food & grain advance, festival advance.
Students	Scholarship for SC, ST, & OBC.

6.5 Total corpus fund generated

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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 of answer books. Institute follows the University rules for examination reforms.
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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 taken from parents.

6.13 Development programmes for support staff

Health & Fitness programme – Yoga training 01 day.

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

Plantation & ECO awareness programme.

## 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.

Sociology P. G. Course is started.

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

Classroom and lab is under construction.

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

Plantation every year by the faculty and students, in college campus and green campus made by student unit.

7.5 Whether environmental audit was conducted? Yes  No

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

This college establish is tribal area and only girls. Girls college in Surguja district. Students for poor girls education but regular attended is poor.

### 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

\_\_\_\_\_\*\*\*\_\_\_\_\_

### 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
UPSC	-	Union Public Service Commission

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