Yearly Status Report - 2015-2016

Part A	
Data of the Institution	
1. Name of the Institution	**C. M. DUBEY POST GRADUATE COLLEGE**
Name of the head of the Institution	**Dr. D.K.Chakraborty**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07752225177**
Mobile no.	**9229138958**
Registered Email	**principal@cmdpgcollege.ac.in**
Alternate Email	**info@cmdpgcollege.in**
Address	**Link Road, Bilaspur**
City/Town	**Bilaspur**
State/UT	**Chhattisgarh**

Pincode	**495001**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. S. K. VAJPAI**
Phone no/Alternate Phone no.	**07752225177**
Mobile no.	**9425536560**
Registered Email	**sharadvajpai@gmail.com**
Alternate Email	**dubey.veenapani@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.cmdpgcollege.ac.in**

4. Whether Academic Calendar prepared during the year

	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	**https://cmdpgcollege.ac.in/Uploads/academic%20calendar%2015%20-16_2021253071936.pdf**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity

				Period From	Period To
1	A	3.02	2014	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC	16-Nov-2015

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
To apprise the faculty about the inclusion of semester system in the session by affiliating University	12-Mar-2016 7	480
Planning of lectures by eminent resource persons	01-Oct-2015 6	180
IQAC had a meeting with Library committee to make a transition from manual to automation mode.	01-Oct-2015 7	250
Departments was instructed to submit the requirements regarding infrastructure facilities related to class rooms, laboratories, library	07-Aug-2015 10	18
Curricular implementation of session plan created by the various Departments is to be reviewed by IQAC	04-Jul-2015 7	36
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!!!				

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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 :	**4**
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)

☐ **Curricular implementation of session plan created by the various Departments is to be reviewed by IQAC**

☐ **Departments were instructed to submit the requirements regarding infrastructure facilities related to class rooms, laboratories, library etc.**

| ☐ IQAC had a meeting with Library committee to make a transition from manual to automation mode. |
| ☐ Planning of lectures by eminent resource persons |
| ☐ To apprise the faculty about the inclusion of semester system in the session by affiliating University. |
| 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
4. Formation of different committees for effective working of the institution.	yes, committees are formed
3.To form a student help desk at the time of admission.	yes, help desk formed
2. To start taking initiatives for the next accreditation by NAAC.To start taking initiatives for the next accreditation by NAAC.	started
1.To prepare action plan for the current academic year	yes, prepared

| 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	**2016**
Date of Submission	**15-Mar-2016**
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

The curricular aspect of the courses of the institution is governed by University Ordinance and guidelines. The institution strives to attain excellence and quality in class room teaching by strictly following academic calendar recommended by the University. The structured system consisting of the staff council, IQAC, Feedback committee, Head of the Departments keep a vigil on the mission and accomplishments of the College. The committee also ensures communication and dialogue amongst the various stakeholders, University and the societal segments. At the very beginning of the session, every department holds a meeting preparing a roadmap in order to look after the needs of the stakeholders and to provide with the best efforts. The initial sessions are dedicated in assessing and judging and at the same time visualizing efforts required and the process to be adopted. Although the syllabus forms the back bone. Yet efforts are made for the peripheral aspects to be discussed in bridging the knowledge gap of the enrolled students. Daily diaries are maintained by the teachers, which are duly monitored by the heads of departments. These diaries contain a summary of the proposed lectures and also enable them to finish their allotment within the stipulated time. The departmental meeting also holds discussion on timetable- the distribution of lesson plan and classes to the faculties. Papers are allotted to each teacher keeping their strengths in their specialization. This timetable is displayed on the notice board. Every fortnight, a departmental meeting is held where the teachers identify the slow and fast learners. The minutes of the meetings are maintained in the register and discussions are also held to formulate a collective view on handling such situation faculty regarding the remedial steps taken. These classes are normally conducted during the free periods of the faculty. For the effective implementation of the curriculum tests, internal tests are regularly conducted. The dates of the tests are declared on the notice board and posted on the whatsapp group and emails.

The sanctity of tests are as per University norms. A strict vigil is kept banning mobiles and adoption of unfair means to a fair evaluation. Project work enables the students for outdoor visits. Classroom teaching is encouraged with interactive "Student Centric Approach". Modern technological tools viz. ICT and involvement of eminent resource persons attend of various disciplines, collaborative programs are adopted for quality teaching to bring excellence to teaching learning process. For effective teaching the faculty members are motivated to various advancement programs like Refresher Courses, Training Programs, Conferences, Seminars and workshops. The faculty is at liberty to implement the curriculum through innovative concepts and methods. Interdisciplinary action is encouraged not to limit the stake holders to a limited purview but to extend the concept to unlimited horizons. Projects and surveys, are integral part of curriculum, undertaken by stakeholders encompasses field works and visits to various institutions and establishments. Evaluation is the next important step in the growth of the stakeholders. This ensures,counselling, special grooming classes for the weaker and marginalized stake holders.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
CERTIFICATE IN MANAGEMENT IN SOFTSKILL	**00**	**19/05/2016**	**60**	**00**	**1**

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSW	**SOCIAL WORK**	**01/07/2015**

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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

Number of Students	43	Nil

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 !!!		

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
PGDBM	BUSINESS MANAGEMENT	36
PG Diploma	BANKING	16
MSW	SOCIALWORK	13
BCom	TPP	44

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

The department every year collects feedback forms manually. The feedback forms are so designed to give detailed information about the expectations, difficulties encountered and futuristic plans of the students. It also contains honest observation of the students with regard to curriculum,

teaching and other important issue. These feedback forms collected are analysed by the department. Keeping a record of the expectation, suggestions and view of the students. A record is maintained and issues that can be tackled by the department are attended on the departmental level. Those which are beyond the purview of the department are forwarded to the I Q A C cell for their interventions and assistance. The I Q A C also function in tandem with disciplinary committee , anti-ragging committee, disaster management committee, woman grievance cell to resolve specific issues. The complaint can make an appearance before the commencement to put of his grievances if required for a amicable resolve. The entire process is transparent, compassionate and to the benefit of the stakeholders. Grievances in any form are not left unattended and in this way we are able to maintain a secured atmosphere of uninhibited and a freedom to meet the aspiration of our students

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 !!!				

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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
2015	3531	991	92	92	92

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-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

92	10	5	3	Nill	10

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

In today's world looking to the vulnerability of the students mentoring system has emerged as one of the strongest mode of providing strength to the students. Keeping this in mind the institution has developed a strong and effective mentoring system. This is implemented in the post graduate program. Each faculty is allotted a group of approximate 30 mentees for a period of two years. Both parties i. e. mentors and mentee seek a positive, enjoyable relationship that would justify the extra time and effort in mentoring. The mentors review the mentee profile and evolve their own methods formal and informal to achieve the end. The mentoring relationship inherently flexible and can vary tremendously in its form and function. The role of the mentor is to act as a consultant, counsellor and that of a cheer leader . Some of the possible needs of the mentees, roles and characteristic of mentors and settings for the relationship can be as follows. Mentee needs • Question on various issues • Career counselling • Professional development guidance • Ethical and moral guidance Role of mentor • To emerge as role modal • Patient listener • Counsel and advise • Challenges and encourages holistic development. The heads of the various department not only play the role of a mentor but also monitor different activities of the assign mentors and mentees. Regular meetings are held both in privacy and in groups. The record of every mentee is maintained keeping an eye on attendance, participation in the various activities held in the institution and there performance in the internal examination/ semester. Extra coaching is provided to the mentee to require extra academic assistance. An assessment report is prepared at the end . During the entire course the head of the department plays an important role in solving difficult issues . the final repot is sent to the I Q A C.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4522	92	1:49

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
80	80	Nill	12	34

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 !!!			

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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
BA	Nill	Nill	Nill	Nill

View File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Mechanism dealing with examinations The institution as per the guidelines of the University conducts an external and internal examination. The external examinations are conducted the University and it has a well designed pattern where it takes into account the schedule, design of the question papers and evaluation. In case of personal grievances, the University provides opportunity of revaluation. There is also a provision for RTI where the stakeholder's grievances are declined. The internal tests are conducted by the institution. To avoid dissatisfactions we adopt a well designed process. It starts with faculty trying to cover up portions to be asked for the internal tests. In this process we have a collection of question banks where the stakeholders are apprised with a pattern and the content. The faculties on their own part help them in preparing model answers. We encourage the students to prepare notes on every topic of their own. This process is monitored by the faculty. Strengths, weaknesses are discussed. Group discussions in the class also open their mind to different approaches making use of the library is also an integral part of teaching-learning methods. During practical examination external examiner assesses stakeholder performance through experimentation, sessional record and viva-voce to have a holistic approach for their evaluation. The annual result is displayed on the University Website. Steps taken to tackle the grievances:- • The students are permitted to go through valued answer books and to have open discussions. This, in case of any grievance, is addressed to through consultation and counseling. • Best answer copies is displayed so that the students get to know best to prepare answers. • Poor performers with regular attendance are given another chance to improve on their performance. • Students are given a free hand to choose a topic for their project work, which is a part of their internal examination. • In the annual system as well as in Semester System of examination University has taken care to have provision of Supplementary examination and to appear in back

papers. • Counseling sessions are held to tackle drop out problem, stress and the demands of the academic excellence.

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

Higher education issues and academic calendar for examination and other related matters and send it to the respected universities for compliance .Each institution has to work within the framework of the instruction received from the university Our institution also adheres to the guidelines as of the conduct of the unit test internal examination which is part of evaluation system Thus at the very beginning of the session the academic calendar which contains teaching dates, examination dates, co-curricular activities, semester based /annual based examination is sent to the departments. This is displayed on the departmental notice board for the students Each department prepares a roadmap that is allocation of papers as per the routine of its faculty members .Each faculty prepare the detail account of the assignment and its compliance. Daily diaries are maintained which is duly signed by the H O D of each department and the principal to monitor and effective deliverance of the curriculum. Projects are assigned by the faculty to the student which is again done under the supervision and which is a part of the unit test. The days of two unit test which are mandatory for P G Programme are announced well in advance They are displayed on the notice board, college website and on the WhatsApp group by the departments. In U G programme the three faculty deans of arts, commerce and science hold the meetings to decide the dates of the internal examination. These dates are again displayed on the college website, notice boards and WhatsApp groups. The sanctity of the examination is upheld and the entire process is conduct in the manner of the annual examination. Tentative dates of the practical examination are also announced and are in accordance with the academic calendar provided by the university. As for the curricular activities they are held as per the schedule.

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)

https://cmdpgcollege.ac.in/notice/NAAC-SSR

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					

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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)

https://cmdpgcollege.ac.in/Uploads/SSS-2015-16_2021094171845.pdf

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
Minor Projects	Nill	UGC ,CRO BHOPAL1392	1392000	951500

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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 !!!				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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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
No Data Entered/Not Applicable !!!	

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)
National	COMPUTER SCIENCE	3	Nill
National	ZOOLOGY	1	Nill
National	Geography1	Nill	Nill

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
zoology	1

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
No Data Entered/Not Applicable !!!						

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 excluding self citation	Institutional affiliation as mentioned in the publication
Emergence of photoautotrophic..... Substances	VK GUPTA	I.J.ISSOL	2015	Nill	Nill	Nill
Sobriety and expectation of tourism in Korba district (C.G)	Dr. P.L. Chandrakar	Journal of Eco-Development	2015	Nill	Nill	Nill
A Group Expert Evaluation for teachers by Integrating Fuzzy AHP and TOPSIS Models	SirigiriPavani	IEEE	2015	Nill	Nill	Nill
Student Performance Evaluation using MCDM Methods though Customized Software	PavaniSirigiri	IJCA	2015	Nill	Nill	Nill
Comparative Analysis of FAHP and FTOPSIS Method for Evaluation of different Domains	SirigiriPavani	IJRSCSE	2015	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	55	7	2
Presented papers	1	16	Nill	Nill
Resource persons	1	3	Nill	Nill

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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
NSS Foundation Day	NSS	2	100
Environmental Awareness Day	NSS	2	100
International Literacy Day	NSS	2	150
5 Sept. Teachers Day	NSS	2	100
15th Aug. Independence Day	NSS	2	150
Green initiative rally	NSS	2	100
NSS Workshop	NSS	2	2
Constitution of Advisory Committee	NSS	2	72
Plantation Campaign in the campus	NSS	2	30
International Yoga Day	NSS	2	62

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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
Toilet construction	Award Appreciation Patra	SLO Panchayat	50
Workshop	Digital India Workshop	AtalViharyBajpeyeeVishwvidhyalay	2
Indian Youth for Skill Development and Harmony	YuvaUtsaw Award	NSS Delhi, Govt. of India	70

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
VISIT TO TOWN HALL OF NAGAR NIGAM BILASPUR (C.G)	CMD PG COLLEGE, DEPARTMENT OF POLITICAL SCIENCE	EDUCATIONAL TOUR (POLITICAL SCIENCE)	2	37
NATIONAL YOUNG LEADERS PROGRAMME	RASTRIYA SEVA YOGNA, BILASPUR UNIVERSITY, BILASPUR (C.G)	RASTRIYA SEVA YOGNA (NSS)	2	80
CULTURAL TRAINING CAMP	INDIRA KALA VISHWAVIDYALAYA KHAIRAGARH, RASTRIYA SEVA YOGNA HIGHER EDUCATION DEPARTMENT, CHHATTISGARH	STATE LEVEL CULTURAL TRAINING CAMP (NSS)	2	6
SAVING ACCOUNT	IDBI BANK, BILASPUR (C.G)	PROJECT SURVEY REPORT (MANAGEMENT)	9	1
DISTRIBUTION DEPARTMENT OF ANAND PLASTIC INDUSTRIES	ANAND PLASTIC, BILASPUR (C.G)	INDUSTRIAL TRAINING (20 DAYS) (MANAGEMENT)	9	1
TRAINING	SHREY FLY ASH BRICKS, BILASPUR (C.G)	INDUSTRIAL TRAINING (30 DAYS) (MANAGEMENT)	9	1
MARKETING	DYNAMIC JCB PVT, LTD.. BILASPUR (C.G)	INTERNSHIP PROJECT (MANAGEMENT)	9	1
RECRUITMENT AND SELECTION	MEGHA ENGINERING, BILASPUR (C.G)	MEGHA ENGINERING, BILASPUR (C.G)	9	1

INDUSRTIAL TRAINING	SHRI. OM OIL EXTRACTION LTD., BILASPUR (C.G)	INDUSRTIAL TRAINING (MANAGEMENT)	9	1
INDUSRTIAL TRAINING IN MARKETING DEPARTMENT	PRATIK TILES, BILASPUR (C.G)	INDUSTRIAL TRAINING (25 DAYS) (MANAGEMENT)	9	2

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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
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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/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

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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 !!!			

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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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing

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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
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	39386	3468431	1231	430850	40617	3899281
Reference Books	4072	629369	474	165900	4546	795269
Others(specify)	39386	3468431	1231	430850	40617	3899281
Weeding (hard & soft)	Nill	Nill	10000	450000	10000	450000

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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 !!!			

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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	44	2	0	2	2	4	40	5	0
Added	0	0	0	0	0	0	0	0	0
Total	44	2	0	2	2	4	40	5	0

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

5 MBPS/ GBPS

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
1596479	1596479	2081361	2081361

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)

- **There are established systems and procedures for maintaining and utilizing physical, academic and**

support facilities—The College has maintenance committee that oversees the maintenance of buildings, classrooms and laboratories. • The maintenance committee is headed by the Principal who is turn monitors the work of the supervisor at the next level. The supervisor is accountable to the Principal and functions as the coordinator who efficiently organises the workforce, maintaining duty files containing details about their individual floors building wise responsibilities timings, leaves etc. • The maintenance officer conducts periodic checks to ensure the efficiency/ working condition of the infrastructure. • Adequate in-house staff is employed to meticulously maintained hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. • Classrooms staff rooms Seminar halls and laboratories etc. are cleaned and maintained regularly by non-teaching staff assigned for each floor. • For cleanliness, the institution has out sourced it to a private firm. It looks after the cleanliness of all the buildings, washrooms and the campus too. • There are laboratories in all the science departments and in geography building too. The Head of department is in charge of the maintenance of these. There are lab attendants to take care of the upkeep of the lab manuals, equipment, instruments furniture etc. In case of wear tear, it is reported to the Principal, who follows the procedure forwards the maintenance committee for the necessary action. • Sports Professor is in-charge to maintaining the Sports Complex the appliances. There are 2-3 assistant who keep a vigil at the damage and breakage of the equipment etc. He forms a committee into this matter and forwards the purchase list and write off the damaged equipment. The schedule and record of the sports events held in the college and inter collegiate events are also maintained by him. • There are 3 garden sections in the campus. A team of full time gardener maintaining care for them. • Librarian is in-charge of the main Library. There are asst. Librarians and book lifters who take care. The department library is under the Supervision of HOD who appoints a faculty to be in-charge of the books. Maintenance of almirahs, sprinkling of insecticide, binding of books takes place at regular intervals. Every department maintains a stock register for the available equipment, instruments and chemicals. • There is a maintenance team comprising of an electrician, plumber, carpenter etc., with an in-charge supervisor who monitors this. • Parking facility is well organised it is efficiently maintained by a newly renewed contract employees. • The campus maintenance is maintained through 20 surveillance cameras. • The department of Computer Sciences responsible for the maintenance of the computers installed in the institution. • Canteen committee ensures the efficient management of canteen towards providing hygienic healthy and tasty food and monitoring of the prices. • Visiting Dr. R. P. Mishra, Dr. Madhuri Mishra and Dr. C. M.Tiwari attend to the queries and the problems of the

https://cmdpgcollege.ac.in/Uploads/4.4.2%202015-2016_2021074164429.pdf

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	**00**	**0**	**0**
Financial Support from Other Sources			
a) National	**Post Matric Scholarship**	**1374**	**7377571**
b)International	**00**	**Nill**	**0**

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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
Remedial coaching	**04/09/2015**	**3**	**Mathematics Dept.**
Remedial coaching	**21/01/2016**	**30**	**Sanskrit Dept.**
Remedial coaching	**14/08/2016**	**8**	**Chemistry Dept.**
Remedial coaching	**19/01/2016**	**147**	**Commerce Dept.**
Remedial coaching	**04/09/2015**	**3**	**Biotech Dept.**
Remedial coaching	**01/09/2015**	**2**	**Micro Dept.**
Remedial coaching	**20/09/2015**	**3**	**Business Management Dept**
Bridge course(Business Mathematics)	**03/08/2015**	**47**	**Commence Dept.**

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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 !!!

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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**
18	18	5

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 !!!					

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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**
2015	2	B.Sc. Maths	B.Sc. Maths	C.M.Dubey P.G. College	M.Sc.Mathematics

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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**
NET	2

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

Activity	Level	Number of Participants
Badminton (Men)	Inter College	2
Badminton (Men)	Inter College	2
Badminton (Men)	Inter College	2
Badminton (Men)	Inter College	6
Badminton (Women)	Inter College	3
Badminton (Women)	Inter College	4
Badminton (Women)	Inter College	2
Lawn Tennis (Men)	Inter Sector (Korba Sector – 07)	2
Lawn Tennis (Men)	Inter Sector (Korba Sector – 07)	1
Lawn Tennis (Men)	Inter Sector (Korba Sector – 07)	1

No file uploaded.

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
2015	Nill	National	2	Nill	Nill	Aakibhussain, Imaranhussain
2015	Nill	National	1	Nill	Nill	NandiniRajak,
2015	Nill	National	1	Nill	Nill	Azhar Khan

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

Our College has a very organized and democratically elected Student Association for every academic

year. The student association has elected office bearers comprising a president, vice president, secretary, treasurer etc. and student representatives. The function of the Student Council is to maintain overall discipline on the campus, work as a facilitator between the students and the college and coordinate all the extra- curricular activities and annual departmental festivals of the college. Members of the students council play an active role in various co-curricular as well as extracurricular activities of the college. Many programs such as exhibition, poster competition, cultural program annual sports , Gandhi Jayanti, national festivals etc. are held with their co-operation. Funding for such programs are done by college through the college fund. The college has a semi-structured calendar for Student events within the annual cycle. These events are led by the students and conceptualized in consultation with staff advisors. These events broaden the scope of education besides providing students to show-case their talents and learn managerial and organizational competencies. The events can be classed as: Initiating the new students through Orientation and spot the Talent features National Memorial days: Gandhi Jayanti, Independence day Socio-Cultural events: Teacher's Day, Classical art performances, farewell to outgoing students and Faculty Competitions and campaigns: Inter college events in different areas comprising of Intra college competitions between different class students or to identify talent to represent college

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

90

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

25390

5.4.4 – Meetings/activities organized by Alumni Association :

1

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)

Realizing the importance of team work the institution policy is to make every hand inclusive an accountable for its working. The College organizes a number of activities that give an opportunity

to every individual to inherit talents. Maintaining discipline and decorum law and order, and building and homogeneous environment in the institution is maintained through a number of committees that keep a strict vigil and at the same time stays committed to resolve the problems if any. The Principal along with the IQAC forms maintenance law and order committee, anti-ragging committee, women's grievance cell, gender sensitization committee which work together to detect and examine behavioral , psychosomatic issues, and promoting awareness and good behavior amongst the students. It is entitled to take suitable action against erring students with consent of the Principal. The institution is also committed to organize activities for aesthetic and cultural enrichment of the stakeholders. The NSS Unit of College takes up the responsibility of organizing these activities which are an integral part of the mission of the institution. It takes special interest in promoting the folk culture of the state. This is done through its dance, music and plays. The purpose of promoting the culture is to help develop a sense of pride in its deep rooted significant culture these dances have not only been performed on the state level platform by have been staged on national and international platforms. National and International awards and recognition have been achieved. Which makes our institution stand apart as compared to the other peer institutions of the area. Engaging the community service is also the motto of the NSS unit which provides the stakeholders with an opportunity to become responsible and active citizens of tomorrow. It also creates a lasting impression on the community and society at large. Indulging in these activities helps create life skills, inherent creative potential. Confidence and responsibility and feeling for dignity of labor. Counseling, inviting eminent resource persons and legal literacy is also provided through these forums.

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	For admissions to College, strategic planning and execution of the process is prepared well in advance. To reach the broader spectrum of students, detailed information of offline and online admission procedure is given in the college prospectus and uploaded on the college website for information. Admission to all programmes is made as per the norms of Government of Chhattisgarh and affiliated university by admission committee. Prospectus also consists of information regarding SC, ST, OBC quota, scholarships and concessions for economically backward

	classes. A separate quota for students in sport and cultural activities and physically handicapped is observed
Industry Interaction / Collaboration	The constantly changing management paradigms, in response to growing complexity of the industry environment today have necessitated these two to come closer. The intersecting needs and mutually interdependent relationship requires identifying means of further strengthening Industry-Institute Collaboration. Various departments of the college have projects as a part of the syllabus designed where visits to the local industries are conducted for experiential learning. These visits introduced students to know things practically and to get familiar of the working methods and employment practices. The students make a comprehensive study which includes collection of data, analysis and distilling the information to reach to conclusive decisions summing up with suitable recommendations. This helps develop the students critical and analytical aptitude. The success of the collaboration depends on the various parameters like General Collaboration: represents personal informal collaboration which helps to build deeper levels of participation from industry. C.M.DubeyP.G.College interacts with many industries like Shriram oil mill, Anand Plastic, BakulAgarbatti, Central Bank of India, Chhattisgarh RajyaGramin Bank etc. for practical knowledge as well as for hand on experience of its students.
Human Resource Management	The optimization of human resource is monitored through self-appraisal mechanism. The faculty members are expected to summit with details of books read, research papers published, social services rendered and extra coaching provided to weaker stake holders. Their contribution in academic enrichment, participation in outreach activities. Their contribution at various levels for effective functioning of the institution to achieve the desired goals. To maintain the physical and mental health of the human resource regular yoga, meditation workshops, medical check-up camps are undertaken. Financial literacy, Digital Literacy programme such as NUSSD are arranged for enhancing financial stability of the employees.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a central library with reading room for the students. The library is rich in content and has a large collection of books. We have some rare books which are not to be found in the area. Departmental libraries also cater to the requirements of the post graduate and research candidates. Library is constantly upgraded in the regards of books, journals, e-journals, e books, digital database, CDs and Videos. E-learning resources through ShodhGanga and Nlist are available in the library. Books are protected by anti-termite treatment. At present library is in the process of transition from semi-manual to automation mode.

Research and Development	College publishes one research journal named as New Frontiers Of Research To enrich the research activities, Institute encourage faculties for reflective thinking, creative ideas and innovative research, which has resulted in their national and international publications. The Institute has been research centre approved by University. The research committee plays a vital role in introducing the aspirants to of IPR, patenting, calculation of citation Index and current trends in various fields. The researchers are also made aware of the recent code of ethics in research through software to check plagiarism. The institute motivates to organize interdisciplinary International/National conference/ Seminars/ Workshops. Motivation of faculty members for research publication and participation in research seminars and Encouraging faculties to act as Ph.D. supervisor by the institution
Examination and Evaluation	The institute adheres to the academic calendar of the AtalBihari Vajpayee VishvavidyalayaBilaspur university for smooth conduct of exams. Examination committee is formed which regulates the college examination process. The college follows the standard procedure prescribed by the affiliating university to conduct the theory and practical examinations for Undergraduate and Postgraduate courses. The college conducts Internal exams/unit test. Evaluation of the answers sheet is conducted by the faculty and the students are apprised of their performance. For outcome based education and to ensure continuous internal evaluation of the learners, the faculty members make additional efforts by conducting Mock test. Field work, seminar and paper presentation are also organized from time to time for the evaluation of the stake holders.
Teaching and Learning	Management of the Institute focuses on making the best infrastructure available to students to cater their global requirements, various policies have been designed to shift from traditional tools to digitally advanced tools, modern laboratories. The management encourages college faculty to bring innovation in their teaching learning and evaluation techniques by devising bridging modules, remedial classes for slow learners to bring them back into the mainstream, blended learning, , Self learning through projects, Internship based learning, fieldwork, learning expeditions, projects, debate and elocution competitions, group discussions, seminars for their expedite. The learner faculty engages the classes through active interaction. Designing of the body of knowledge is such that it can be easily understood by the learner. Rewarding with motivation and motivating to self-learning are the teaching practices adopted.
Curriculum	Following the curriculum designed by AtalBihari Vajpayee Vishwavidyalaya, Bilaspur

| Development | the Academic Calendar and Perspective Plan are prepared well in advance to review and discuss the curriculum delivery. Feedback received from stakeholders is forwarded to the University for restructuring of syllabus. The Syllabus is regularly updated by the board of studies. Periodical test examinations, industrial visit, field work and educational trip in both UG PG classes is a regular part of the curriculum .Project work and seminar presentation is compulsory in PG classes. |

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	The Governing Body of the Institution receives recommendations from IQAC and the Infrastructure Committee. These recommendations are analysed by Finance Committee for allocation of funds. The finance Committee keeps an account of the grant received from various agencies allocation and distribution of funds for various heads and it monitors the expenses keeps a record of the entire financial transactions. The e governance is being implemented in process of paying the Salaries to the teaching and non-teaching staff. Accounts are duly audited by a certified Charted accountant.
Student Admission and Support	Guideline of Department of Higher Education, Chhattisgarh Government and affiliating University are followed for admission process. Rules and regulations are printed on the College prospectus, College Website and notice board. A held desk at the entrance of the College assists students, guardians to provide necessary information about various programs of the institution. The list of student admitted is displayed on the website and notice board. Students are informed individually through messages. Information's regarding Scholarships, Value added courses and add-on Courses, name of the programs and courses along with details of the faculty are also on the College Website and displayed on the notice board.
Planning and Development	Planning and Development of the institution is in tune with vision and mission of our founder. Planning ensures quality and excellence related to implementation of the curriculum, teaching and learning, curricular activities for the holistic development of the stakeholders. Adding new Courses incorporation of value added courses, skill development courses are also an important issue which the institution keeps adding for its value up gradation. These steps and initiatives help the institution become the peer institution in the vicinity. To incorporate these suggestions and ideas are invited from the Departments who recommend keeping in view feedback obtained from the students and analyse with their own Departmental faculty. The IQAC alonwith its members collects the data analyses prepare a road map or a

	plan for a future course and sends it to the Principal for its implementation. The Principals forwards the recommendations to the Governing Body which through its own channels tries to incorporate the expectations for future development. E- govenance and ICT enabled teaching and learning processes to be adopted for efficient, transparency and easy access.
Administration	The Administrative policy adopted is of decentralization and participative management. Prinicipal is assisted by the Vice Principals for the smooth functioning of the institution. IQAC come next in the hierarchy which monitors various committees for quality initiatives. Adoption of ICT tools and digital technologies are utilized for optimal achievement. The information regarding the code of conduct and disciplinary actions for misconduct and promotion of good behavior are displayed on the notice boards, syllabus and online website of the College portal. The administration also keeps a close vigil through a close survilliance system installed within and out side the College premises. Members of Law and Order and Anti ragging Committee perform regular rounds amongst the students to create a harmonious atmosphere.
Examination	The examination schedule of Internal Tests/ Annual Exams/ Practical Examinations are notified on the College Website portal and the notice board. Every Department ensures personal deliverance of messages through SMS/ Whats app. The attendance of students are taken into account. The absentees are given another chance to appear in the examination by rescheduling the examination dates and notifying through personal messages. The valued answer copies are provided to the students for self-assessment. Model answer copy is displayed to maintain transparency and to upgrade the performance of the stakeholders. Marks of all examinations are entered on the University portal. Supplementary examinations are organized by the University for the undergraduate stakeholders

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 for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
		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)
2015	Nill	MS-OFFICE	13/07/2015	18/07/2015	Nill	25

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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
Leading with light towards instituting the Future	1	15/12/2015	16/12/2015	2

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	50	1	32

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group insurance for the staff members. Sports and Gym facilities. ATM facility in the	Group insurance for the employees. Sports and Gym facilities. ATM facility in the campus. Canteen	Indoor and outdoor Sports and Gym facilities. ATM facility in the campus. Canteen facility. Cycle stand and parking facility. Availability of filtered drinking water in the campus. Financial assistance/Scholarship to needy students Endowment fund for the welfare of students: Late Pt. Bhagwat Prasad Dubey Student Scholarship. Prizes

| campus. ☐ Canteen facility. ☐ Felicitation and awards to teachers. ☐ Management contribution (20) in the encashment of earn leave to permanent retiring teachers. | facility with subsidized rate for employees. ☐ Interest free advance loan/assistance for special purposes. ☐ Dress/uniform to the office staff. ☐ Felicitation and awards to staffs. | and awards to the meritorious students and for the various distinctions earned. ☐ Common room for girls. ☐ Gold Medal in the name of Late. ShriBhagwat Prasad Dubey to the best NSS Volunteer for their contribution. ☐ Every department has a book bank facility created by the faculty member for the needy students. ☐ Incentives to sportsman on the basis of their performance in the form of sports kit and other necessary amenities free of cost to encourage them. |

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The financial resources and their mobilisation are managed through internal and external audits. The internal audits are conducted every month by M/S Maharishi Bharat Co., Bilaspur (CG). The external audit is done annually by Local Funds and Audits of Chattisgarh Government, Bilaspur (CG).

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
SECL BILASPUR	553000	Toilet Construction in Village Nevasa

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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 | BY AAA COMMITTEE HEADED BY PRINCIPAL | Yes | BY AAA COMMITTEE HEADED BY PRINCIPAL |
| Administrative | Yes | BY AAA COMMITTEE HEADED BY PRINCIPAL | Yes | BY AAA COMMITTEE HEADED BY PRINCIPAL |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent-teachers meetings were conducted as per need. The parents were apprised with students performance in the internal tests and aptitude. The guardians were suggested the possible carriers to fulfills the aspirations of the students. The feedback obtained from them was utilized in monitoring teaching learning process for optimal performance.

6.5.3 – Development programmes for support staff (at least three)

• Life style management activities in the campus. • Office Management skill development by the faculty members. • Promotion of participation in social welfare schemas.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Infrastructure development. • Upgradation of library. • To encourage use of ICT enabled teaching and learning in the campus.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
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
2015	Curricular implementation of session plan created by the various Departments is to be reviewed by IQAC	04/07/2015	04/07/2015	06/08/2015	7
2015	Departments were instructed to submit the requirements regarding infrastructure facilities related to class rooms, laboratories, library etc.	07/08/2015	07/07/2015	30/09/2015	6
2015	IQAC had a meeting with Library committee to make a	01/10/2015	01/10/2015	11/03/2016	6

| 2015 | Planning of lectures by eminent resource persons | 01/10/2015 | 01/10/2015 | 11/03/2016 | 7 |
| 2015 | To apprise the faculty about the inclusion of semester system in the session by affiliating University. | 12/03/2016 | 12/03/2016 | 30/06/2016 | 6 |

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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
Education Fair	03/05/2015	03/05/2015	384	416
Lecture on Abuse & Addiction	05/01/2016	05/01/2016	110	115

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
A Solar energy panels capacity of 1 KW is functioning to generate electricity. This system was gaining significance because of its in exhaustible supply, non polluting character and low cost and subsidized price by State Government. It fulfills the requirement of the Principals's Office, College Office and the emergency lines are extended to the departments.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	2
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating

	address locational advantages and disadvantages	engage with and contribute to local community					students and staff
2015	Nill	11	01/07/2015	Nill	Plantation	Plantation Campaign in College campus to make it Green Campus.	30
Nill	Nill	Nill	07/08/2015	Nill	Green Initiative and Rally	Organised in Village Lokhandi to make the villagers aware of the importance of trees.	100
Nill	Nill	Nill	14/09/2015	Nill	Rally in the city	Spread Environment Awareness and to make the City Clean and Green	150
Nill	Nill	Nill	02/10/2015	Nill	Cleanliness drive	Swatchhta Bharat Mission was celebrated in the College. Campus was cleaned. Professors and stakeholders participated in this drive.	100
Nill	Nill	Nill	16/10/2015	Nill	VidhikShaksharta Camp	Lectures were organized in the College Hall to make the stakeholders aware of their rights.	250
Nill	Nill	Nill	02/01/2016	Nill	Helmet Rally	Rally was organised by MSW department to make the Two wheeler Drivers	100

						Aware about safety and use of helmet	
Nill	Nill	Nill	06/01/2016	Nill	VidhikShaksharta Camp	Distribution of clothes to needy at Kendai Ashram	70
Nill	Nill	Nill	12/01/2016	Nill	Social Work	Distribution of clothes to needy at Kendai Ashram	120
Nill	Nill	Nill	23/01/2016	Nill	Rally for Drug abuse	Rally was organized in city to bring attention of common man towards drug abuse and its ill effects on health and family	100
Nill	Nill	Nill	25/01/2016	Nill	Blood Donation Camp	Red Cross society organized a camp in College campus where students donated blood and a routine check of blood was also done.	100

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus cum admission booklet	Nill	The purpose of the Code of Conduct and Code of Ethics is to provide a guideline within which the stakeholders are expected to conduct themselves in their everyday interaction. This code covers some of the most important issues related to conduct and gives a framework of standard and behavior guidelines. The Code of Conduct is mentioned in the Prospectus -cum-Admission Form of the College. With this the stakeholders are apprised of the rules applied in the

| | | institution. Besides giving information about the institute, courses offered, admission guidelines, there is a detailed instruction in the prospectus booklet about the Directions from the University, Government and College. It makes a detailed mention of Rules of Discipline in the College premises, Library, Classrooms, and Laboratories etc. The Code of Ethics is also displayed on the Notice Board, notices displayed on the wall and regular appraisal is done in the class by the faculty. From time-to-time revision of these rules is made by the Discipline Committee. |
| College code statute-28 | Nill | The college is governed by the College Code Statute No. 28. Clear directives have been given in the in the statutory regarding the purpose of a college, the constitution of the Foundation Society and the functioning of the Governing Body. The Powers and the Duties of a Principal as well as the Responsibilities are well defined in it. The entire College Unit functions within the framework and guidelines mentioned in it and the Governing Body monitors it all. Action on Suspension, Penalties are also enumerated, Provident Fund and Leave Rules are applied in strict adherence to the directives. The Governing Body is authorized for providing rules for temporary advances from Provident Fund for the employees. The Leave Rules, same as those of Govt. servants. of Govt. of Chhattisgarh are applicable to Teachers. The Governing Body monitors the leave and other casual leave applications of the teachers. As for the other miscellaneous finances, the college maintains its own funds and all receipts of such as fees, donations, grants, interest on investments and endowment funds, borrowing shall be carried to the college funds. The money belonging to the fund is deposited in the Bank by Governing Body. Expenditure is sanctioned by Governing Body. The records of these are maintained by the college. Thus, the College follows the rules laid down in the College Code Statute No. 28 |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
PrernaDiwas	02/06/2015	02/06/2015	50

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Environmental day 21.6.15 Plantation in the campus Swachha Bharat Mission 02.10 15 Cleanliness Drive in the campus Prerna Divas 02. 6.15 Putting placard on the wall to ban Plastic in the

campus. Orientation of NSS students 19.7.17 Environmental Issues, Challenges and Solutions

7.2 - Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Topic- Toilet Construction in Village Nevasa Objective: The striking Best Practice of the Year 2016 is promotion of the Government scheme of Swachha Bharat Mission. The honorable Prime Minister ShriNarendraModi has a vision to bring a change in the facilities and mindset of people of India. On October 2, 2014, addressing the nation from Rajpath, Prime Minister NarendraModi launched the Swachh Bharat Abhiyan – a nationwide Cleanliness Campaign. The campaign set a goal of achieving 'Clean India' and eliminate the practice of open defecation by October 2, 2019.This year National Social Service Unit took up the challenge to further this call by building toilets and spread the campaign of awareness in the adopted village Nevasa. The Context: It is vital that social and behavioural change communication approaches keep pace with the service delivery to ensure that families receiving toilets continue to use. Changing behaviour, beliefs and myths around toilets is key to ensuring sustained open defecation free status in all communities across India. The practice is deeply ingrained from early childhood and a taboo topic for discussion, which makes behaviour change a challenge. Whether in the cities or the countryside, open defecation has been prevalent among the poorest citizens because many of them are unable to afford toilet construction or are living in rented homes without toilets. Even where toilets have been built some people still prefer to openly defecate. Even if the poor could afford to install a toilet, most people view this as a governmental responsibility. In the absence toilets, people tend to use open spaces like fields, bushes, forests, banks of water bodies, or other open spaces rather than using a toilet. The poor womenfolk of the village wait for the night until darkness descends, they can't go out to defecate. They feel bodily torture and chances of contacting many diseases. It is the responsibility of each capable citizen to make arrangements for toilets for the dignity of our mothers and sisters. It was a challenge to convince the villagers on the building up of toilets in their homes. They discouraged these efforts of students at first. This was a mission to contribute to make India Clean. The Practice: The National Social Service Unit is dedicated to bringing awareness and a change for a sustainable social development. This was a mission to impart the meaning of Cleanliness and hygiene amongst the villagers. The NSS team inspired by the call for change organized a 7-day camp to construct toilets, free of cost, in 13 houses of underprivileged villagers. This campaign was well planned. As this campaign needed not only expertise but also finances for the successful completion of the project. For this, the NSS project coordinator organized a basic training program for construction of toilets for the volunteers. An effort was made for the collection of money by the students.The mission was presented before the officers of South Eastern Coalfields. They were willing to contribute in kind for this purpose. The design of the toilets were finalized. The mission had the support of the

philanthropists, students, and faculty members of the institution. On the success of the mission, Program Officer Dr PL Chandrakar, decided to continue the sanitization mission with the construction of toilets in 49 houses where there was absence of toilets. For the purpose, a grant of Rs 5,53,000 was received from SECL Company. A month-long summer camp was organized in the village for the purpose. Voluntary contribution of labour and transportation was contributed by the college. A total of 62 toilets were installed. The list of the beneficiaries and the related documents along with the photogragh and the news report are enclosed. Problems encountered: 1. Difficult to convince the students to take up this mission, which envoled physical labour. 2.Arrangement of finances for the construction of the toilets. 3. Involvement of skilled labour and experts for supervision. 4.To fight with the rigid mindset of the villagers . 5. Availability of spaces and allotment of areas. 6. Local assistance. Evidence of Success: 1. Documents of assistance from SECL. 2. Photograph of students in work. 3. Press Report in Newspapers and NewsChannels. 4.Utilization Certificate from the Chartered Accountant and verification certification and Certification from Janpadpanchayat , Kota. All these documents are enclosed. Best practice 2015-16 Creative and Collective Learning The Objective: 2015-16 was decided to be dedicated for creating environmental awareness and skill development. Department of Zoology monitored to do the needful. To educate students about integrated Waste management using worms and to demonstrate a small natural ecosystem, a project to teach making vermicompost was decided. Our mission is to reduce the generation and improve the management of solid waste in the College Campus to conserve resources, develop sustainable recycling markets, and protect public health and safety and the environment. This was done in collaboration with public agencies, industry, and the public. The Context: Composting is a fundamental practice of organic gardening. It reduces kitchen waste and plant matter into a beneficial soil amendment with biological decomposition. Earthworms are the facilitators of vermicomposting. It is a process that relies on earthworms and microorganisms to help stabilize organic materials and convert them to a valuable soil amendment, a source of plant nutrient. Vermicompost is the product of the decomposition process using various species of worms, usually red wigglers, white worms, and other bedding materials and vermi- cast. This process is called vermicomposting while the rearing of worms for this purpose is called vermiculture. It is used in farming and small scale sustainable, organic farming. Vermicomposting has gained popularity in both industrial and domestic settings. It provides a way to treat organic waste more quickly. Worm castings are used as organic fertilizer. The worm's digestive systems create environments that allow certain species of microbes to help create a living soil environment for plants. The benefits of vermicompost are many. The Practice: Dr V K Gupta , Head of Zoology Department, took the initiative of conducting an orientation of preparation of vermicompost. This could be done in a limited space with minimum cost price. Chhattisgarh is an agrarian society it becomes necessary to train the urban students the ecofriendly measures. This can be done in small scale at home, to treat the kitchen waste in an organic way, and to be

adopted in large scale for farming. Vermicompost Training was taken up for MSc students of the Zoology department. For this Dr Gupta sought the assistance of Indira Gandhi KrishiVishvavidyalaya, Bilaspur. A special variety of earthworms needed for the purpose were provided by the staff of the IGK Vishvavidyalaya. As the institution has a large campus, a sizable piece of area was identified for the purpose. The necessary procedure was explained. The students took the initiative and prepared the bed and the following process. It required a stipulated period of 30 days. The vermicompost was collected by the students and packed in bags. This was distributed amongst faculty and students to make it a part of natural practice. This was to inculcate a habit to put into practice at home in bins, trough, and discarded water cooler tanks in an easy manner. Evidence of Success: . Learned skill development. . Created an awareness towards environment . Dignity of labor. . Created a sense of responsibility towards individual contribution. . Deriving Pleasure through work. . Vermicompost improves soil aeration. . Enriches soil with microorganisms. . Improves water holding capacity. . Improves nutrient recycling. . Enhances germination plant growth and crop yield. . Improves root growth and structure. .Finished vermicompost can be mixed directly into the soil as a soil amendment, as a plant medium or used to make composed . Diverting waste from landfills is excellent answer, also produces nutrient rich castings for your garden.

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

https://cmdpgcollege.ac.in/Uploads/Best%20Practices%202015-16.pdf

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 College is serving a significant role The vision and mission of the institution is to provide quality educational experiences and support services along with basic learning skill proficiency. The idea behind the establishment of the institution of our Hon'ble founder Chairman plays a vital role in designing our action plan. The focus of our institution is not only to develop rationalize thinking citizens but students with basic life skill profiencies. The institution strongly believes that education today is the most effective mechanism of social engineering and empowerment. Thus we create a 'holding environment' i.e. an ambience a psychological space to make them feel both secure and 'uncomfortable'. Security is essential for nurturing and blossoming and restlessness promotes creativity. The distinctiveness lies in the empathetic approach adopted in contradictions to help grow resilient, strong, valiant, citizens of future. Synerging the energies of the enthusiastic stakeholders towards the concrete roads of vibrancy, creativity aimed at self-

reliance is what we intend to create as a culture in the institution. Academic excellence is evidenced by their achievements in the order merit list declared by the affiliating University. Institution takes pride in declaring the maximum number of gold medals are achieved by the students of our College. The positive outcome is achieved by following the curriculum to meet the global requirement and through teaching learning methods blended with ethical values. The curriculum is so adopted and delivered by our experienced faculty in a manner to incorporate the industry needs and socio-dimensional approach that would enhance the concept of self-learning amongst the students and help them identify and address the various issues of the society. The institutional determination to be transformed into a centre of major research can be observed in the fact almost every Department has been contributing and demonstrating a commitment to offer high quality research work. The faculties also try to synergies research and education activities. Research based teaching and learning is promoted is our one of the major strength. Being a core educational institution it helps breed an atmosphere of gender equality in order to eradicate discrimination in any form and to promote "collective learning" in harmony cultural activities are organized. Group participatory programs viz. dance, music, drama, debates, group discussions are organized to trigger the creative and aesthetic sensibility of the stakeholders. Collective and cooperative learning is undertaken together we work to accomplish our goal by coordinating, cooperating and collaborating with various agencies with divergent factions of the society towards societal development. The institution coordinates between students, the administration and various organizations to work hand in hand in creating a better society viz. better Nation. Awareness preference on various social issues forms the foundation of our vision and mission. • Academic achievements : University results Total no. of Gold Medals / University Toppers in various Programs (Post Graduate/ Undergraduate) : 09 • Total no. of Merit holders: 87

Provide the weblink of the institution
https://cmdpgcollege.ac.in/Uploads/2015-16_2021034110752.pdf

8.Future Plans of Actions for Next Academic Year

1. To modify academic calendar for co-curricular activities. 2. To organize curricular enrichment programs. 3. To enhance learning ecosystem. 4. To adopt advanced teaching learning pedagogies. 5. Upgradation of infrastructure by construction of new classrooms. 6. Development of ICT tools for knowledge dissemination in the campus. 7. Upgradation of facilities in the sports complex particularly Gym. 8. Encouragement for research and development. 9. Introduction of welfare schemes for students and teachers. 10. Emphasis on promotion of self-reliance, entrepreneurship and societal service. 11. Planning to start new courses in the institution.