

SELF STUDY REPORT 2015

Submitted to:



National Assessment and Accreditation Council (NAAC)



rungta
Let the minds bloom

Submitted by:

RUNGTA COLLEGE OF SCIENCE & TECHNOLOGY

(Affiliated to Pandit Ravi Shankar Shukla University, Raipur - NAAC Grade B)

GE Road, Ganjpara, Durg - 491001, Chhattisgarh

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PREFACE

The accreditation report is a most valuable document, since the college is preparing itself for the First cycle of accreditation by National Assessment and Accreditation Council (NAAC). It is our vision to excel in all the thrust areas of higher education for assuring quality in all spheres and thereby ensuring satisfaction of all stakeholders. The entire exercise is an opportunity for us to review ourselves and to analyze the progress in all criteria. This report is prepared according to the instructions laid down by NAAC.

Rungta college of Science and Technology, Ganjpara (Durg) is one of the leading colleges of Chhattisgarh. Shri Ghanshyam Dasji Rungta started the educational organization in Chhattisgarh in 1999; it had an intake of mere 240 students. It was a key start for laying the foundations for higher education in the best way. The main objective of the college is to contribute to the transformation of prevailing social conditions so that value of higher education may increase in the newly formed state. The institution is very much aware of the dimensions and the quality of education.

The introduction of comprehensive syllabus and innovations in teaching-learning process are few initiatives for quality sustenance. Our institution has taken laudable efforts to enhance student support activities. Inculcation of research culture among the faculty members and students. Consultancy and extension activities were strengthened and widened respectively. All these efforts ultimately lead to holistic development of a student. This report is the representation of quality bound processes of the entire institution. It is important for any centre of higher education to know that true service lies in imparting education, inculcating moral values and motivating young minds towards research for the future, not only of our country but of the entire world. The NAAC has developed certain measures for continuous improvement of the quality of higher education. In the present report we tried our level best to meet the demands as laid down by NAAC. The college is committed to the core values of NAAC.

We are all excited for the NAAC visit and are eagerly looking forward to it.

PRINCIPAL
RCST – DURG
CHHATTIGARH

NAAC PROGRAMME COMMITTEES

STEERING COMMITTEE

1. Dr. G.D. Sao - Chairman
Principal

2. Ms. Priyanka Pitale - Convener
Asst. Professor, HOD.

3. Dr. Jasbir Kaur - Member
Reader, HOD

4. Mrs. Pushpa Vaishnav - Member
Asst. Professor, HOD

5. Dr. Yuvraj Mohite - Member
Asst. Professor



>>> EXECUTIVE SUMMARY INCLUSIVE SWOC ANALYZING OF INSTITUTION:

GD Rungta Educational society was established in the year 2000 with the motto of “Let the minds bloom”. At present the trust is running 6 educational institutions RSR Rungta College of Engineering and Technology, GD Rungta college of Engineering and Technology, Rungta College of Science and Technology, Rungta Polytechnic College, Rungta College of Dental Sciences and Research, Rungta Public School in and around Durg and Bhilai. More than 10,000 students have studied in these educational institutions of the trust. The faculty is committed to effective transaction and enrichment of the curricula in all courses offered by the institution.

The College offers conventional as well as newly emerging courses of study relevant to the recent national and global trends. Rungta College of Science and Technology continues to be the institution under the Pandit Ravi Shankar Shukla University, Raipur to offer the Bachelor Degree course in Computer literacy and training is imparted to all students in order to foster global competencies even among those hailing from the less privileged sections of society.

The College ensures adherence to the academic calendar drawn up by the Pandit Ravi Shankar Shukla University, Raipur. The annual calendar for curricular and co-curricular activities of the College is framed accordingly. The faculties participate regularly in workshops and seminars on curriculum organized by the University and by other Colleges. Feedback on curriculum is obtained from the final year students through a structured questionnaire.

The College endeavors to inculcate appropriate values in students through effective teaching to undergraduate as well as postgraduates. The courses offered by the institution emphasize the social, cultural, economic and environmental realities at the local, national and universal levels.

>>> CURRICULUM ASPECTS:

Rungta College of Science and Technology, Durg is affiliated to Pandit Ravi Shankar Shukla University; Raipur. The institution offers 8 undergraduates and 5 Postgraduates Programs. All Programs are self financed. Our college has produced many meritorious students from the stream of Commerce, Management, Science and Education in the past 3 Years. Many resource persons of various streams have visited the institution. Many orientation programs for faculty development have been conducted in the college. Our institution has linkages with many industries which facilitates in career planning and placements. The training and Placement cell helps students towards placements. Our HR division looks after the campus interviews and also strengthens the scrutiny of the college staff. Our institution has to its credit



3 Ph.D. holders, 4 faculty members are pursuing Ph.D. Apart from this we have 5 M.Phil, 4 Net and 1 SET cleared faculties. All these factors attract the students to take admission in the college.

>>> **TEACHING, LEARNING AND EVALUATION:**

Rungta College of Science and Technology, Durg is working hard for quality Education and Student progression. The teaching learning environment of our college and good results lead to good student enrollment in all disciplines. The Admission Committee takes help of faculty members in student counseling and guidance. Doubt and extra classes are conducted for slow learners, challenging assignments and projects are assigned to advance learners. Guidance and support is provided to students at Psycho-social levels. Efforts are made to develop the communication skill. Time to time feedback from students help in teaching evaluation. Academic calendar of the college, Daily Teaching Diaries, internal quality committee commenced by principal helps in quality enhancement of teaching learning process. Expert debates and GDs are the key part of learning process.

Knowledge, skills and qualification is given importance to the appointment of the faculties. Various teachers are appointed under Section 28 governed by Pandit Ravi Shankar Shukla University, Raipur. CTS and Examination are conducted to evaluate student's performance and feedback is communicated to the parent. The college ensures publicity and transparency in the admission process. All information related to admission is notified in the college notice boards as well as on the college website. Admission to all courses offered by the institution is as per University norms. Necessary provision is made for deprived sections as per Government rules and University stipulation.

The teaching-learning process is systematically organized through an academic calendar for each session to ensure completion of the syllabus. The head of departments hold departmental meetings for syllabus distribution at the beginning of the academic session. The conventional chalk-and-talk method is supplemented with practical demonstrations, laboratory sessions, field trips, seminar presentation, guest lectures by experts, play readings, etc. Interactive learning is encouraged with students participating in group discussion and seminar presentations. Continuous evaluation of student performance is practiced through tutorials, class and home assignments, and mid-term and tests. Regular parents- teacher meetings are held for communicating the progress of students to their parents.

The College has well qualified and dedicated faculties. Recruitment of teaching staff is done through the interview of candidates having UGC prescribed qualifications by a duly constituted selection committee comprising of subject experts, the President of Governing Body and the Principal. Evaluation of teachers by students is in practice since 2012 by feedback forms.

>>> RESEARCH AND CONSULTANCY:

Research activities are also conducted at Undergraduates levels. Department of commerce, Management and Computer Science have to prepare projects in first and final year. The Management students also present business plans which helps in developing entrepreneurship skills. Many faculty members have applied for minor projects and many are pursuing PhD. Institution is also working in the upliftment and betterment of society. Our “ASPIRE” teachers association is working for it.

Though advanced level research activity has very limited scope in this undergraduate institution, the college nevertheless endeavors to promote research culture among the faculty and students. The research activities are steered by the IQAC and by the Research and Academic Journals. Active research is encouraged by the college. The college has established linkages with social service organizations, through which the faculty and students reach out to the less privileged.

>>> INFRASTRUCTURE AND LEARNING RESOURCES:

Our institution has well furnished and updated laboratories. Computer laboratory with updated softwares are helpful in advance learning. Perfect large auditorium is available in the college. Separate hostel facility is available for girls, and boys, canteen facility, girls and boys common room, updated library with reading room is there in college. The Wi-Fi facility is available in campus as well as in hostel. Bus facility is also provided to faculties and students.

The available infrastructure comprising of classrooms, laboratories, library, and auditorium is utilized to a maximum possible extent. A central computer laboratory caters to the needs of all students. The library is well endowed with books, journals and periodicals for all the courses offered by the institution. Addition to the library stock is made annually with institutional budgetary allocations. The College website is updated regularly.

Adequate budgetary allocation is made for the maintenance of building, furniture, electrical appliances, computers and other accessories and for pest control. Proper maintenance and necessary up-gradation of the infrastructure are implemented by the Infrastructure Supervision committee.

>>> STUDENT SUPPORT AND PROGRESSION:

Financial assistance in the form of fee concession is given to poor and meritorious students. Grievance cell, Anti Ragging and Discipline Committees functions efficiently in the campus. Faculty members supervise their student and provide professional and personal guidance to students.

A unique feature of this institution is the intermingling of students from diverse socio- economic, religious and cultural background. Due to the institutional policy of maximum access, the College has a high proportion of students.



On an average seventy percent of students graduating from the College go for higher studies. The alumni have been occupying positions in academics, media, fine arts, IT companies and industries. About 20 percent of the present full time faculty is alumnus of the College. The College extends support services to the students including free ships, medical checkup and health counseling facility, physical training, career guidance, etc.

Students are encouraged to participate in various co-curricular activities. A Student Council is constituted annually through student elections. Feedback on institutional aspects, curriculum and faculty is obtained from students.

>>> GOVERNANCE AND LEADERSHIP:

Though education is the most effective path to the empowerment of students, so course, programs and teaching method and techniques are developed to achieve this objective. University norms and curriculum is followed by the institution. Our principal helps in improving the quality of Education. The institution has followed a culture of participative Management. This includes Management, Principal, Additional Director, HODs, Faculties, Students and Parents. Evaluation is done to compare the academic performance of every department; corrective measures are taken immediately to rectify the problem.

Democratic atmosphere of the college ensures the smooth functioning towards fulfillment of its vision. The highest decision making authority is the Governing Body comprising of representatives from the State Government, the University and all stake holders. The Governing Body, the Teachers' Council and the various subcommittees hold meetings regularly for planning, implementation and evaluation of all activities. The quality sustenance and quality enhancement initiatives are steered by the IQAC.

The College follows a transparent faculty recruitment policy in conformity to UGC stipulations. Faculty development is encouraged through a liberal policy of granting permission and leave to teachers. The non-teaching staffs are also deputed for attending training programs organized by the University and other institutions.

Financial discipline is observed for optimal utilization of resources. The annual income expenditure statement and the budget for the forthcoming year are examined by the Finance Committee and finally approved by the Governing Body. The accounts are audited regularly by government auditors.

>>> INNOVATIVE AND BEST PRACTICES:

Innovations and best practices are the key to success in our college. New innovative methods are adopted in teaching- learning process in interesting way. E-Notes are functioned in all departments and they study E-notes and past years solved



papers. The other best practice includes “Learning by performing” which includes social service rendered by “ASPIRE” teachers association of the college.

The College strives to promote environment consciousness among the students and the staff by organizing various programs through the Eco club. Workshops are organized for training students to make paper bags for achieving the ultimate goal of a plastic-free campus.

The two best practices of the institution are- (i) the extension activities of the institution undertaken, Social Service sub-committee and the Gender Sensitization Cell ensure the sensitizing of students towards the ethical responsibility of addressing socio-economic problems affecting our society and the nation. These are related to the institutional goal of capacity building of students as responsible, sensible and conscientious citizens.

>>> SWOC ANALYSIS OF THE INSTITUTION:

STRENGTHS

- ⊕ A clear vision and noble mission imparts quality education to facilitate and mould young minds for the future.
- ⊕ Institution imparts distinct interpretation of intellectual growth and development for co-ordeal and participating management.
- ⊕ The experienced team of faculty provides scholarly environment, individual guidance and counseling.
- ⊕ Tremendous resources help acquire distinct advantages in term of professional knowledge and skills.
- ⊕ The dedication of the faculties along with the hard work of the students has reaped good results and meritorious positions.
- ⊕ The institute inspires students to work together and complete with their own self to enhance their abilities.
- ⊕ Serene, green eco friendly pollution free campus which offers pleasant academic environment against pollution and wastage.
- ⊕ Good infrastructure library with reading areas, laboratories with equipments and e-support, auditoriums facilities are provided.
- ⊕ Institute provides opportunities for the students to develop their interests in public speaking.
- ⊕ Institute creates opportunities for the young talent to come forward and provide dais for their talent.
- ⊕ Motivated faculties try to improve level of efficiency of teaching as well as try to improve the level of performance of students.
- ⊕ Institute always try to create a co-operative work environment to enhance the productivity of the students.

>>> **WEAKNESS:**

- ⊕ The academic staff also needs to focus on research.
- ⊕ The permanent faculty needs to engage in refresher courses.
- ⊕ More attention required for the students from rural areas having language problem and poor communication skill due to the lack of exposure.
- ⊕ Course up gradation.
- ⊕ Lack of adequate national and international linkages.

>>> **OPPORTUNITIES:**

- ⊕ Programs/Courses: New generation courses to attract Indian and Institutional students. More Add-on courses, PG Diploma programs to increase the employability.
- ⊕ Collaborative Programs: More Collaboration with scientists and faculty of reputed universities and institutions for research. Enter into MoU with national and international institutions for starting new courses, twinning programs.
- ⊕ Extension Activities: Extension of the research and activities from 'lab to land'. More community oriented programs needs to be started.

>>> **CHALLENGES:**

- ⊕ Increase the employability of the traditional courses.
- ⊕ Even in sought after courses difficulties to inspire students for progression to higher studies including research programs.

PROFILE OF THE INSTITUTE

1. PROFILE OF THE AFFILIATED

Name and Address of the College:

Name of the Institute : **RUNGTA COLLEGE OF SCIENCE & TECHNOLOGY**
 Address : G.E. Road, Ganjpara
 City : Durg
 District : Durg
 State : Chhattisgarh
 Pin Code : 491 001

2. FOR COMMUNICATION

Name & Designation : **Principal** - DR. G. D. SAO
 : Mobile - 092293 44465
 : Email - science@runtacolleges.com
 : Website - www.runtacolleges.com

: **Vice Principal** - Mrs. RITA GUPTA
 : Mobile - 092293 44438
 : Email - science@runtacolleges.com

Steering Committee : Name - Ms. PRIYANKA PITALE
 Co-coordinator : Mobile - 092293 44436
 : Email - ppitale04@gmail.com

3. Status of the Institution : Affiliated College

Affiliated College
 Constituent College
 Any other (specify)

4. Type of Institution

(A) By Gender		
1.	For Man	-
2.	For Woman	-
3.	Co-Education	<input checked="" type="checkbox"/>

(B) By Shift		
1.	Regular	<input checked="" type="checkbox"/>
2.	Day	-
3.	Evening	-

5. It is a recognized minority institution? (Yes/No) - [No]
If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Sources of funding:

Government	Grant-in-Aid	Self-Financing	Any Other
-	-	YES	-

7. (A) Date of establishment of the College : **30th September, 2000**

- (B) University to which the college is affiliated/ or which governs the college (If it is a constituent college):

**PANDIT RAVISHANKAR SHUKLA UNIVERSITY,
AMANAKA, RAIPUR (CHHATTISGARH)**

- (C) Detail of UGC recognition:

Under Section		Date/Month/Year (DD/MM/YYYY)	Remarks (If any)
1.	2 (F)	-	-
2.	12 (B)	-	-

NOTE: (Enclose the Certificate of recognition U/S- 2(F) and 12 (B) of the UGC Act)

- (D) Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.):

Under Section/ clause	Recognition/Approval details Institution/ Department Program	Recognition by	Day, Month and Year (DD-MM-YYYY)	Validity	Remark
i.	B.Ed.	NCTE	9/8/2005	1 Year	Temporary
ii.	M.Ed.	NCTE	6/1/2009	1 Year	Temporary

NOTE: (Enclose the recognition/approval letter)

S.No.	Particulars	Status	
		Yes	No
8.	Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes	-
	If yes, has the College applied for availing the autonomous status?	-	No
9.	A. Is the college recognized By UGC as a College with Potential for Excellence (CPE)? If yes, date of recognition(DD/MM/YYYY)	-	No
	B. For its performance by any other governmental agency? If yes, Name of the agency.....and Date of recognition.....(DD/MM/YYYY)	-	No

11. Location of the campus and area in Sq.Mts:

I	Location*	Urban
II	Campus area in Acres	1.06
III	Built up area in Sq.mts.	2441.00

(*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

12. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

S.N.	Particulars	Yes/No
1.	Auditorium/seminar complex with infrastructural facilities	Yes
2.	Sports Facilities	Yes
3.	Play Ground	Yes
4.	Hostel	Yes

4.	Boy's Hostel			
	A	No. of Hostel	01	
	B	Number of inmates	20	
	C	Facilities (mention available facilities)		
		I	Wi-Fi	Yes
		II	Cooler	Yes
		III	AC	Yes
		IV	Medical	Yes
		V	Water Coolers with Water Purifier	Yes
		VI	Canteen and Mess	Yes
	Girl's Hostel			
	A	No. of Hostel	01	
	B	Number of inmates	20	
	C	Facilities (mention available facilities)		
		I	Wi-Fi	Yes
		II	Cooler	Yes
		III	AC	Yes
IV		Medical	Yes	
V		Water Coolers with Water Purifier	Yes	
VI		Canteen and Mess	Yes	

- Working women's hostel : No
- Number of inmates : Nil
- Facilities : Nil

- Residential facilities for teaching and non-teaching staff : Yes
(Give numbers available cadre wise)

- Cafeteria : Yes
- Health Centre : Yes
- First aid, Impatient, Outpatient,
Emergency care facility,
Ambulance..... : Yes
- Health Centre Staff : Yes, Available

S.N.	Details	Availability	
		Full Time	Part Time
01	Qualified Doctor's	-	Yes
02	Qualified Nurse	-	Yes

>>> OTHER FACILITIES:

S.No.	Other Facilities	Status
01	Facilities like banking, post office, book shops	No
02	Transport facilities to cater to the needs of students and staff	Yes
03	Animal House	No
04	Biological waste disposal	Yes
05	Generator or other facility for management/regulation of electricity and voltage	Yes
06	Solid waste management facility	Yes
07	Waste water management	No
08	Water harvesting	Yes

12. Details of programs offered by the college (Give data for current academic year)

Sl. No.	Program Level	Name of the Programme/ Course	Duration (In Years)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength and No. of Students admitted	
01.	UG	B.Sc.(CS)	03	12 th	Hindi/ English	60	25
		B.Sc.(BT)				60	40
		B.Sc.(MB)				60	25
		B.C.A.				60	30
		B.Com.				70	70
		B.B.A.				40	40
02.	PG	B.Ed.	02	UG	Hindi/ English	100	75
		M.Ed.	01			35	15
		M.Sc.	02			20	5

Sl. No.	Program Level	Name of the Programme/ Course	Duration (In Years)	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength and No. of Students admitted	
03.	PG Diploma	PGDCA	01	UG	Hindi/ English	60	60

13. Does the college offer self- finance Programs? – Yes/No - Yes
If Yes, how many? - All
14. New Programs introduced in the college during the last five years if any?
- Nil
15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programs. Similarly, do not list the departments offering common compulsory subjects for all the programs like English, regional languages etc.):

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Computer Science	√	√	-
	Micro Biology	√	√	-
	Bio Technology	√	√	-
Arts	Arts	Nil	-	-
Commerce	Commerce	√	-	-
	Management	√	-	-
Any Other (Specify)	Education	√	√	-

16. Number of Programs offered under (Program means a degree course like B.A., B.Sc., M.A., M.Com.):

Annual System	Semester System	Trimester System
05	02	-

17. Number of Programs with:

S.No.	Description	Status
01	Choice Based Credit System	NA
02	Inter/Multidisciplinary Approach	NA
03	Any other (specify and provide details)	NA

18. Does the college offer UG and/or PG programs in Teacher Education? – Yes/No - Yes
If Yes,

a. Year of Introduction of the program(s) _____ - Yes
(DD/MM/YYYY) - 09/08/2005(B.Ed.)
- 06/01/2009(M.Ed.)

Number of batches the completed the program
- 10 (B.Ed.)
- 06(M.Ed.)

b. N.C.T.E. recognition details (if applicable)

- Notification Number - WRC/APw06319/725024/2015/151796/151796
- Date (DD/MM/YYYY) - 24/08/2015
- Validity - 1 Year

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes	No
-	<input checked="" type="checkbox"/>

19. Does the college offer UG or PG program in Physical Education?

Yes	No
-	<input checked="" type="checkbox"/>

If, Yes

a. Year of Introduction of the program(s) _____ (DD/MM/YYYY)
and And number of batches that completed the program.

- Nil

b. N.C.T.E. recognition details (if applicable)

- Notification Number -
- Date (DD/MM/YYYY) -
- Validity -

- c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes	No
-	<input checked="" type="checkbox"/>

20. Number of teaching and non-teaching positions in the Institution:

Positions	Teaching Faculty						Non-Teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC/University/ state Government Recruited	-	-	-	-	-	-	-	-	-	-
Yet to recruit	-	-	-	-	-	-	-	-	-	-
Sanctioned by the Management/society or other authorized bodies Recruited	1	-	-	1	11	25	05	04	01	02
Yet to recruit	-	-	-	-	-	-	-	-	-	-

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
Permanent Teacher							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	02	-	02
M.Phil.	-	-	-	-	03	-	03
PG	-	-	-	-	39	-	39
Temporary Teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
Part-time Teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

22. Number of Visiting Faculty/ Guest Faculty engaged with the College.

- [10]

23. Furnish the number of the students admitted to the college during the last four academic years:

Categories	Year 2015		Year 2014		Year 2013		Year 2012	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	8	6	5	4	0	5	2	5
ST	19	7	3	2	1	4	3	2
OBC	26	30	9	10	16	16	5	4
General	55	51	23	41	20	31	12	8
Other	-	-	-	-	-	-	-	-

24. Details on students enrollment in the college during the current academic year.

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	541	29	-	-	541
Students from other states of India	-	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	541	29	-	-	541

25. Dropout rate in UG and PG (average of the last two batches)

UG	05%
PG	10%

26. Unit Cost of Education (Unit cost = Total Annual recurring expenditure (Actual divided by Total Number of Students enrolled) :

A	Including the salary component	Rs.	38,607.00
B	Excluding the salary component	Rs.	7,948.00

27. Does the college offer any program/s in distance education mode (DEP)?

Yes	No
-	<input checked="" type="checkbox"/>

If Yes,

a. Is it a registered centre for offering distance education programs of another University

Yes	No
-	<input checked="" type="checkbox"/>

b. Name of the University which has granted such registration - NA

c. Number of programmes offered - Nil

d. Programmes carry the recognition of the Distance Education Council.

Yes	No
-	<input checked="" type="checkbox"/>

28. Provide Teacher-student ratio for each of the program/ course offered:

S.No.	Description	Status
A	Total Number of Students	541
B	Total Number of Faculties	40
C	Teacher Student Ratio	1:13

29. Is the college applying for Accreditation? - Yes

Accreditation Cycle Status				
I	II	III	IV	Re-Assessment
<input checked="" type="checkbox"/>	-	-	-	-

Note: Cycle-1 refers to First Accreditation and Cycle-02 to 04 refers to re-accreditation)

30. Date of accreditation *(applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)

Cycle	Date (DD/MM/YYYY)	Accreditation Outcome/Result
I	-	-
II	-	-
III	-	-

Note: Kindly enclose copy of accreditation certificate(s) and peer team Report(s) as an annexure.

31. Number of working days during the last academic year:

Total Working Days Academic Session 2014-15	195
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32. Number of teaching days during the last academic year (Teaching days means days on which lectures were engaged excluding the examination days)

Total Teaching Days Academic Session 2014-15	105
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33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC Date	01.01.2015
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CRITERION I: CURRICULUM ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

The vision, mission and core values of the *Rungta College of Science and Technology* are as follows:

>>> VISION

Rungta College of Science and Technology shall be among the best Educational Institutions in Central India imparting high quality education, training and an acclaimed centre for Research, consultancy and continuing education.

>>> MISSION

Rungta College of Science and Technology is dedicated to the creation and transmission of new knowledge. In its pursuit it will focus on ethos of our ancient culture the values of good conduct and morality.

>>> Core Values

Rungta College of Science and Technology shall exhibit:

- ⊕ The college imparts quality education through traditional and innovative learning practices.
- ⊕ The institution provides a dynamic and creative environment, to tap and nurture talent development of professional skills and all around personality.
- ⊕ We provide education that is flexible and adapts to meet the emerging needs of society.
- ⊕ Imparting quality education through traditional and innovative learning practices.
- ⊕ The institution inculcates good moral values and a sense of nationalism.
- ⊕ The institution has craved its name by its determination to build a society replete with fertile brains and upright citizens.

- ⊕ The institution aims to provide skilled techno graphs and competent professionals.
 - ⊕ We create a learning environment in the college campus for making the students dynamic and vigorous to exploit existing technology extensively.
 - ⊕ The college aims to motivate the students to make them socially responsible citizens and to bring out their creative potential nurture the spirit of critical thinking.
 - ⊕ To provide quality education to all sections of society.
- >>> Vision and mission are communicated to students, teachers, staff and other stakeholders through**
- ⊕ Website
 - ⊕ Prospectus
 - ⊕ Lectures
 - ⊕ Sign boards
 - ⊕ Meeting
 - ⊕ Career guidance programming etc
1. Our institution has a clear vision, core values and mission and all our programmers are well planned to achieve it. These are conveyed to the students by the teaching faculty by teaching beyond class rooms and beyond the syllabus. Our academic calendar is declared well before the beginning of the academic year which helps us to plan in advance and decide steps to be initiated to achieve goals.
 2. Over the years, we have introduced various courses to give academic flexibility and variety to our students. Having stated our institution with three options, we have, at present, **eight** streams for undergraduates and **five** postgraduate to choose from. This clearly shows that to meet the vision of the institute and the demands of society; new streams have been added over the years.
- ⊕ Good results certify high quality education.
 - ⊕ Good placement of students indicates on the kind of training and grooming received by them in the college.

- ⊕ Last but not the least the research projects received by the faculties and the increased number of faculties pursuing Ph.D. and clearing NET shows the commitment of the institution towards its vision.

Institution’s mission statement meets the diverse need of the society and the students in the following ways:

How the values and mission are achieved spiritually?

- ⊕ By its moral and ethical values students become responsible towards their goals in society.
- ⊕ Discipline and good quality education helps them to become good and responsible citizen.

How is vision and mission achieved academically?

- ⊕ We always try to focus on first ‘Excellence in Teaching’ by adopting the different teaching techniques.
- ⊕ We try to build with objective of nurturing socially responsible leaders through an eclectic and sustainable approach.
- ⊕ To fulfill the curiosity of new knowledge ‘Guest Lectures’ are conducted in the auditorium.
- ⊕ Students are motivated to search innovative ideas, research and projects are conducted in their respective fields.
- ⊕ The ‘Job Placement Cell’ guide students and helps them to get employed.
- ⊕ Weekly cultural activities are held departmentally. Annually the college organizes “**CARNIVAL**” to showcase their talent through cultural activities.
- ⊕ Keeping in view the Indian Culture arrangements of welcome party for new comers and farewell parties for Final year / passing out students are always considered.

1.1.2 How the institutions develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific examples.

Yes, the effective implementation of curriculum is done methodically in the following areas:-

[A] Academics:

By maintaining timetable, teaching plan, academic calendar, academic council, academic meeting, teacher daily diary, attendance register etc.

[B] Assessment:

This is done by conducting class test, unit test, model exams, internal practical exams etc.

[C] Learning:

For better learning and understanding of the subject students are taken for industrial visits, Educational trip, field trip etc. Arrangement of guest lectures, workshop etc is conducted in our institute to encourage students and faculties.

Table- Excursion taken by different departments

S.No.	Department	Session	Industrial Visit Taken To	Field Trip Taken To	Educational Tour Taken To	Purpose
01	Science	2014-15	-	-	CSIR, Neeri Nagpur	-
02		2014-15	IGKV, Raipur	-	-	-
03		2013-14	-	-	Regional plant resource center Bhubaneshwar	-
04		2012-13	Aaditya Biotech Raipur	-	-	-

[d] Feedback Mechanism:

Time to time feedback is taken by the college Principal from the students in the dimensions like problems, understanding, effective learning and facing teaching problem. We have suggestion box in front of admin where students and teacher give their suggestions and management follows the suggestion which is appropriate their point of view.

1.1.3 What type of support (procedural and practical) do the teachers receive From the University and /or institution for effectively translating the curriculum and improving teaching practices?

Our Management and IQAC have been supportive towards all stakeholders and especially towards the staff and students. The Management has given the free hand to IQAC. Principal takes the decision in the direction improving the quality of education.

- ⊕ The institute has its computer lab and auditorium which has multimedia facilities including smart board, DLP and audio visual system.
- ⊕ The Institution also encourages the teaching staff to take the help of journals, Wi-Fi Internet for their higher progression.

These facilities help the teachers to effectively translate the curriculum and improve their teaching.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating University or other statutory agency.

By effective teaching methods and teaching strategies we follow the curriculum provided by the **Pandit Ravi Shankar Shukla University, Raipur (C.G.)** We fulfill the curriculum and knowledge of students which are as follows:-

- ⊕ Modern Techniques: We implement Discussion method, active learning methods, Projectors, E-notes, Conventional method etc.
- ⊕ Well equipped laboratories and computer lab with all the needs apparatus and equipment are provided by college for the better practical knowledge of students.
- ⊕ Invited Talks: Other departmental faculties are invited for special lectures from various fields to develop skills and personality of the student.
- ⊕ Workshops: Department wise Workshops are conducted for updating practical knowledge.
- ⊕ Feed back: Time to Time feedback is taken by college principal from the students in the educational problems.
- ⊕ Educational Tours: The educational tours are organized for students, such as industries/trade fairs, exhibitions and places of historical importance to provide them a firsthand knowledge of various things.
- ⊕ Remedial class for effective curriculum delivery, the college has got the provision of special/remedial classes for slow learners.
- ⊕ The library of the college has sufficient books for different departments and journals for reference. The other facilities provided in the library are listed below:
 - ⊕ Latest National Journals and Periodicals available.
 - ⊕ Relevant Newspaper Clippings are maintained
 - ⊕ Latest and Old University Syllabus.
 - ⊕ Old Question Papers of the University.
 - ⊕ Project Report
 - ⊕ CD's
 - ⊕ Connectivity – LAN (All Library)
 - ⊕ Internet Services
 - ⊕ Issue books for Examination Period.

- ⊕ Book loan facility for all students at the time of examination. Besides availing normal facilities the library provided extra books to girl students, meritorious students and students having regular attendance with good academic performance. Besides this other facilities provided by college library are as follows:

The Details of Library Facilities:

S. No.	Department Name	Total Numbers	Total Cost In INR	
01	Science	763	Rs.	1,50,000.00
02	Computer Science	2617	Rs.	7,16,135.00
03	Management	680	Rs.	2,51,600.00
04	Commerce	260	Rs.	77,500.00
05	Education	3185	Rs.	3,29,763.00
06	General Books	1500	Rs.	1,75,390.00

1.1.5 How does the institution network and interact with the beneficiaries Such as Industry, research bodies and the university in effective operationalization of curriculum?

The college regularly organizes guest lectures and seminars. Experts from the academic fields are invited to impart knowledge to the students and the faculty. Alumni of the intuitions not only helps in guiding the faculty to supplement the curriculum with required amendments beneficial in employment market but the student also get exposure of necessities of global trend.

1.1.6 What are contributions of the institutions and or its staff members to the development of curriculum by university? (Numbers of staff members/departments represented on board of studies, student feedback, teachers feedback, stakeholders feedback provided, specified suggestion etc.)

- Nil

1.1.7 Does the Institution develop curriculum for any of courses (other than those under the preview of affiliating university) by it? If 'yes', give details on the process and the courses for which the curriculum has been developed.

No, The Institution strictly follows the curriculum prescribed by **Pandit Ravi Shankar Shukla University, Raipur** the college does not enjoy the freedom

to frame its own curriculum for any of academic programs. However, the college tries to supplement the syllabus through different methods of teaching, arranging seminars and workshops of teaching by inviting experts from various fields.

1.1.8 How does the institution/ensure that the stated objectives of curriculum are achieved in course of implementation?

Once the academic session is started the entire structured action plan are followed. The Institution communicates with all stake holders to ensure that objectives of the curriculum are achieved in course of time. For this purpose, various tests, terms and exams are conducted to monitor academic progress. If the college realizes that the stated objectives are not being achieved, the college plans for strategies like remedial classes to cover up the gaps. During the revision also the doubts are cleared and this is how we take proper care in implementation of curriculum.

1.2 ACADEMIC FLEXIBILITY

1.2.1 Specifying the goals and objectives give detail of the certificate/diploma/skill development courses etc. offered by institution.

We do not run any certificate/diploma/skill development courses as the affiliating university does not give affiliation for the same.

1.2.2 Does the institution offer programs that facilitate twinning/dual degree? If “Yes”, give details.

No, the college does not offer dual degree program at its own level.

1.2.3 Give details on the various Institutional provision with reference to academic flexibility and how it has been helpful to student in term of skills, development, academic mobility, progression to higher studies and improved potential for employability.

- ⊕ Range of core/elective option offered by university and those opted by college.
- ⊕ Choice based credit system and range of subject.
- ⊕ Credit transfer and accumulation facility.
- ⊕ Enrichment courses.
- ⊕ Lateral and vertical mobility within and across programs courses.
- ⊕ General foundation courses I, II for Hindi, English and Environmental Science are mandatory for all the programmers.
- ⊕ Courses are generally completed within the time frame specified by university.

- ⊕ Back papers can be cleared within the time frame of university.
- ⊕ Choice based credit system, courses offered in modular form and credit transfer facilities are not yet introduced by affiliating university.
- ⊕ No enrichment courses are offered by college so far; however we impart soft skill training to the deserving student.
- ⊕ Lateral entry is not allowed in any courses of the college however there is parallel programmers and courses only for 1st year where the candidate have the minimum qualification to enter that course. Within 15 days of taking of admission and before the submission of list of candidates admitted in various programs, to the university, there is a provision according to which the student can change the stream if he or she is not comfortable with one in which he has taken admission first.

1.2.4 Does the Institution offers self-financed programs? If 'yes', list them and indicate them how they differ from other programs, with reference to admission, curriculum fee structure, teacher Qualification, salary etc.

After the establishment of college, new courses have been updated to the list of department of institution, as and when required and to keep pace with societal demand and to meet industrial requirement as well. Starting of graduates and post graduates courses in Computer Science, Education, Microbiology and Biotechnology. This shows that the institute is keeping pace with the global trend.

DETAILS OF COURSES ARE AS FOLLOWS:

S.No.	Course Name	COURSE WITH SPECILIZATION AFFILIATED WITH PANDIT RAVI SHANKAR SHUKLA UNIVERSITY - RAIPUR
UNDER GRADUATE PROGRAMS		
1.	B.Com.	- Plain
		- Computer Application
2.	B.Sc.	- Computer Science
		- Micro Biology
		- Bio Technology
3.	B.C.A.	- Bachelor of Computer Application
4.	B.B.A.	- Bachelor of Business Administration
5.	B.Ed.	- Bachelor of Education

S.No.	Course Name	COURSE WITH SPECILIZATION AFFILIATED WITH PANDIT RAVI SHANKAR SHUKLA UNIVERSITY - RAIPUR
POST GRADUATE PROGRAMS		
1.	M.Sc.	- Micro Biology
2.		- Bio Technology
3.		- Computer Science
4.	M.Ed.	- Master of Education
5.	P.G.D.C.A.	- Post Graduate Diploma in Computer Application

ADMISSION:

It is done on the merit as per guidelines by Pandit Ravi Shankar Shukla University, Raipur. B.ED admissions are done by pre B.ED entrance exam of Vyapam guidelines by SCERT Raipur.

CURRICULUM:

It is designed by the affiliating Pandit Ravi Shankar Shukla University, Raipur and college it implement with modern teaching aids, computer, internet, effective teaching method, teaching aids, audio-visual aids and complete the curriculum.

Fee structure

The detail fee structure of all streams is decided by Management of College

Details of Fees 2015					
S.No.	Course	Affiliating University	Tuition Fees		
			Course Fee	Miscellaneous	Total Fees
			[A]	[B]	[C] = [A] + [B]
1	BBA	Pandit Ravi Shankar Shukla University, Raipur, Raipur (C.G.)	25,000.00	2,040.00	27,040.00
2	BCA		25,000.00	2,040.00	27,040.00
4	B.Sc (BT)		20,000.00	2,040.00	22,040.00
5	B.Sc (MB)		12,000.00	2,040.00	14,040.00
6	B.Sc (CS)		15,000.00	2,040.00	17,040.00

9	B.Com	15,000.00	2,040.00	17,040.00
10	PGDCA	20,000.00	2,040.00	22,040.00
11	M.Sc (BT)	25,000.00	-	25,000.00
12	M.Sc (MB)	20,000.00	-	20,000.00
13	M.Sc (CS)	20,000.00	-	20,000.00
14	B.Ed	40,000+10,000	-	40,000+10,000
15	M.Ed	80,000.00	-	80,000.00

TEACHERS QUALIFICATION:

List of the teaching Staff who are Ph.D., NET, SET:

S. No.	Name	Ph.D.		Cleared NET	Cleared SET
		Ph.D.	Pursuing Ph.D.		
01	Dr. Jasbir Kaur	<input checked="" type="checkbox"/>	-	-	-
02	Dr. Lalit Kumar	<input checked="" type="checkbox"/>	-	-	-
03	Dr. Yuvraj Mohite	<input checked="" type="checkbox"/>	-	-	-
04	Mrs. Sunita Bokade	-	<input checked="" type="checkbox"/>	-	-
05	Mrs. Monika Sharma	-	<input checked="" type="checkbox"/>	-	-
06	Mrs. Rita Gupta	-	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>
07	Ms. Henu Patel	-	<input checked="" type="checkbox"/>	-	-
08	Mr. Ajay Verma	-	-	<input checked="" type="checkbox"/>	-
09	Ms. Urmila Chandra	-	-	<input checked="" type="checkbox"/>	-

1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment market? If 'yes' provide details of such programs and beneficiaries?

The college regularly conducts personality development programs which enhance the IQ level and communication skill of students, the college also invites guest speaker from the industry which provide employment opportunities for student computer training is given to learn basic of computer.

1.2.6 Does the university provide for flexibility of combining the conventional face and distance mode of education for students to choose the course/combination of their choice I 'yes', how does the institution take advantages of such provision for benefit of student?

No, the university does not allow the flexibility of combining conventional face to face and distance mode of education.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the university's curriculum to ensure that the academic programs and institution's goals and objectives are integrated:

Our institute is affiliated college to Pandit RaviShankar Shukla University, Raipur. Institution cannot frame it's our curriculum, faculty member regularly attend workshop and Seminar on analysis of curriculum. A systematic mechanism is installed in the institution to look after the affairs of feedback process. Different ways are adopted to supplement the university curriculum to ensure that academic program and are well within the norms of university rules.

1.3.2 What are the efforts made by the institution to modify enrich and organize the curriculum to explicitly reflect the experiences of students and cater to needs of the dynamic employment market?

The training placement cell of college regularly interacts with student to develop their skills. The requirement of companies conveyed to the feedback committee which in turn formulate different methods to make up the deficiencies of the students to make them employable.

The task of framing of curriculum of college is the hands of its affiliating university i.e. Pandit Ravi Shankar Shukla University, Raipur. The institution only enriches the curriculum by supplementing it with different to curricular and extracurricular activities do that the students are benefited in best possible manner.

To develop the required skills, brainstorming sessions are held for the faculty to design the tools in the area of spoken English. Applying computer technology and other advanced techniques the in-depth knowledge of the subject is inculcated in the students.

The institution is completely computerized at the administrative and academic level; computers labs are well equipped with latest computers to make student exposure to technology. Career Guidance cell organizes Group



Discussion, mock interviews and invited talks that help student prepare for job opportunities.

Industrial visits are organized; various events are conducted to improve student's skills and enhance their employability.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environment Education, Human Rights, ICT etc., into the curriculum ?

The University has compulsory subject environment Studies in undergraduate level in all streams which incorporates of all the concern topics related to environment like Climate Change, Environmental Education, Green house effect, pollution and depletion of ozone layer due to UV rays etc. The college also organizes debates, Extempore, Skits, Street plays, Group Discussions, and Seminars at departmental and college level to motivate students to be more eco friendly. Recycling of paper is a common practice in college. Eco club organizes rallies and other competitions to spread environment awareness.

INTERNET FACILITIES (ICT):

Internet facility is made available at the library and Wi-Fi campus. Computers, LCD Projectors have been used for effective teaching and communication. All graduation courses involve one compulsory subject Fundamentals of Computer. The study of this enables all graduates to be familiar with computer technology. All our documents are computerized and records are systematically maintained in the hard and soft form. ICT is used for planning of day to day curricular and co- curricular activities.

Our teachers use the DLP in the class room for the teaching learning process, making the class interesting and interactive. The library is made user friendly with the open access system, which enables the readers to access books at ease. The institution has well designed update website through which the information of latest events and happenings are disseminated.

Gender and Human Rights: The college has a 'Women's Cell' working exclusively on gender based issue. Seminars, conferences, workshops, rallies, guest lectures are regularly organized to strengthen the issues on 'women empowerment'. To promote women empowerment and education programs.

1.3.4. What are the various value-added courses/enrichment programs offered to ensure holistic development of students?

- ⊕ Moral and ethical values
- ⊕ employable and life skills
- ⊕ better career options

⊕ community orientation

The college organizes many enrichment programs to ensure holistic development of students at different levels.

Moral and Ethical values:

Our college creates awareness on various social, moral, ethical principles and ways of life.

Employable and life skills:

The College organizes short term courses like soft skills development and conversational English to develop communication skill to enhance employable skills. The events like group discussions, easy writing, and recitation of poetry are conducted in regional and English language. The college invites resource persons to deliver lectures on the development of communication and competence among the students. Students are motivated to take different responsibilities to organize various events and activities such as cultural programs competitions, seminars etc. through which they learn executive skills.

Better Career Options:

Considering the needs and demands of students the college provides computer and Internet facility to students in the library and different departments. Career Guidance Cell organizes group discussions, mock interviews and invited talks that help students prepare for job market.

Community Orientation: The College organizes blood donation camps. Eco club also play a major role towards community services done by the college.

Community works like ill effects of alcohol and tobacco, AIDS awareness camp, Dental checkup camp, Blood donation camp Traffic rules, Self-defense and anti ragging for girl's students. Tree planting drive and sapling distribution.

1.3.5. Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

NA

1.3.6. How does the institution monitor and evaluate the quality of its enrichment programs?

The college has a clear transparent way to monitor and evaluate the quality of various enrichment programs. The feedback in the form of interactions, discussions and suggestions is analyzed and report is submitted to the

principal. The College makes efforts that the curriculum bears a thrust on these core values including the initiative for contribution to national development.

1.4. Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

NA

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the university and made use internally for curriculum enrichment and introducing changes/new programs?

NA

1.4.3 How many new programs/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programs? Any other relevant information regarding curricular aspects which the college would like to include.

No new courses are introduced in last four years.

CRITERION-II

TEACHING LEARNING AND EVALUATION

2.1 STUDENT ENROLLMENT AND PROFILE

2.1.1 How does the college ensure publicity and transparency in the admission process?

- ⊕ Our College is serving since a decade. Diverse courses and subjects in various fields at undergraduate level- i.e. Microbiology, Biotechnology, Computer Science, Commerce, Management and Education are offered. The college is well known for its distinguished faculty member.
- ⊕ The institution gives wide publicity thorough newspapers, Audio media, institutional website (www.rungtacollege.com) publication of prospectus and display of information on notice boards, banners etc.
- ⊕ The institution strictly follows the guidelines for admissions given by Department of Higher Education's Chhattisgarh, Pandit Ravi Shankar Shukla University, Raipur and college code is duly published in the college prospectus.
- ⊕ In regional and national newspapers, the advertisements are published regarding the details of the institution, courses offered and admission process.

2.1.2 Explain in detail the criteria adopted and process of admission (ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the institution.

The admissions for graduate and postgraduate courses start in the month of May to 14th August with the permission of vice chancellor. The students are supposed to take admissions within the notified period, the students admission is given as per university guidelines. The date of sale of application forms and prospectus is displayed on the notice board as per the guideline of the Pandit Ravi Shankar Shukla, Raipur.

Application forms are available for students' in the college office counter. Students' enquiries are attended by the team of admission committee.

Admission to B.Ed Course is through centralized counseling organized by CG VYAPAM, Raipur through Common Entrance Examination for state Pre – B.Ed.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

- ⊕ We follow the guidelines provided by Pandit Ravi Shankar Shukla University, Raipur for admission.
- ⊕ The intake capacity for the various programs in the institution is as follows:

S.No.	Programs	Medium of Education	Intake Capacity
01	B.Ed.	Hindi/English	100
02	M.Ed.		35
03	B.Com – Plain		70
04	B.Com – Computer Application		70
05	BBA	English	40
06	B.Sc – Computer Science	Hindi/English	60
07	B.C.A.	English	60
08	PGDCA	Hindi/English	60
09	B.Sc – Micro Biology		60
10	B.Sc – Bio Technology		60
11	M.Sc – Micro Biology	English	20
12	M.Sc – Bio Technology	English	20
13	M.Sc – Computer Science	English	20

Following is the criteria/Minimum qualifications for admission to various programs are as follows:

S.No.	Programs	Minimum Qualification	Minimum Marks (in %) Open (UR) SC/ST/OBC		
			UR	OBC	SC/ST
1	B.Ed. Hindi/English Medium	Graduation	50%	45%	45%
2	M.Ed. Hindi/English Medium	Graduation, B.Ed	45%	45%	45%
3	B.Com (Plain) Hindi/English Medium	XII th	45%	40%	40%
4	B.Com (Computer Science) Hindi/English Medium	XII th	45%	40%	40%

5	BBA English Medium	XII th	50%	45%	45%
6	B.Sc (Computer Science) Hindi/English Medium	XII th	45%	40%	40%
7	B.C.A. English Medium	XII th	45%	40%	40%
8	PGDCA Hindi/English Medium	Graduation	55%	50%	50%
9	B.Sc (Micro Biology) Hindi/English Medium	XII th	45%	40%	40%
10	B.Sc (Bio Technology) Hindi/English Medium	XII th	45%	40%	40%
11	M.Sc (Bio Technology) English Medium	B.Sc Bio Technology	55%	50%	50%
12	M.Sc (Micro Biology) English Medium	B.Sc Micro Biology	55%	50%	50%
13	M.Sc (Computer Science) English Medium	B.Sc - Computer Science/BCA	55%	50%	50%

COMPARATIVE STUDY WITH OTHER COLLEGE:

On the basis of the comparative analysis of admission process, we have found that our college is receiving more applications and more admissions as compared to other leading educational institutions of the region.

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process? Mechanism to review the admission.

Yes, the Head of Institutions constitutes admission committee in the guidance of Head of Departments to review the admission process and student's profile. The committee monitors that no deserving candidate is denied admissions. It also helps to identify the students who need special care. The improved performance in the examination is reflected in the university results.

Along with the academic results the students also learn to prepare themselves for future challenges.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion

- ⊕ SC/ST
- ⊕ OBC
- ⊕ Women
- ⊕ Differently disabled
- ⊕ Economically weaker sections
- ⊕ Minority community
- ⊕ Any other

“Quality education for all” is the policy of our institution, which is reflected in promoting socially and economically disadvantaged community. Government reservation policy is strictly followed. The institution has to forward details of admission to the University and Joint Director of Higher Education. Management has a preferential option for this category of students and gives admission to deserving candidates.

SC/ST/OBC

The scholarship and free-ship is provided to SC/ST/OBC students as per government rules.

- ⊕ Relaxation in age limit for SC/ST/OBC is given as per directives.
- ⊕ Scholarship and support in the form of fee concession to the students of weaker sections.

Women:

To promote admission of Girl Students following steps are taken:

- ⊕ The college provides admission to almost all girls who have applied for admission.
- ⊕ The hostel facility is made available for girl students.

Minority community:

The students from minority community are given preference for admission as per University rules.

Sports persons:

The students from sports are given admission as per University rules. Fee exemption/concession is provided based on the performance of the candidates in various sports competitions.

2.1.6 Provide the following details for various programs offered by the institution during the last four years and comment on the trends. I.e. reasons for increase /decrease and actions initiated for improvement.

- ⊕ The demand for commerce and management courses has increased in the last four years. The result was excellent of these courses. However for last two years there is down trend in the BBA and BCA course this is mainly due to the decline trend in MCA courses as well globally and most of the college students go for higher.
- ⊕ In order to remove this, we motivate the students to appear in the examination especially for Bank Recruitment, PSC, SSC and other examinations after the graduation rather than going for higher progression however the mindset will take time. Job rather than thinking of higher progression.
- ⊕ The traditional courses like B.Sc. (Computer Science, Microbiology and Biotechnology). We are giving the placements to these students to attract students to these streams.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- able students and ensure adherence to government policies in this regard?

The management of the institutions is generous towards catering the diverse needs of differently able students. Faculty members are asked to extend their help by teaching and counseling in extra time, providing books from book bank. The students from weaker section of society are given financial assistance from various sources, personal help from teachers. Awareness of government welfare schemes to these students is promoted and schemes are availed. During examinations such students (if any) are provided help such as writer, Additional time etc.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the program? If 'yes', give details on the process.

YES, the faculty assesses the students' needs in terms of knowledge and skills at the beginning of the academic year by interacting students in class. The faculty collects information from students regarding previous examination, economic background, hobbies, interests, sports and cultural activities etc.

- ⊕ Before the commencement of the academic session, a counselling session is held by the faculty members to make the students aware of their strength and weaknesses.
- ⊕ Awareness programmes are held to equip them regarding their goals and objectives, code of conduct, attendance implementation of curriculum and evaluation procedure.
- ⊕ The college gives admission to students of all calibers. For B.Ed. course students are assessed for their knowledge and skills through an entrance test conducted by CGVYAPAM.

Performance-based prior knowledge assessments:

This can help the college to gain an overview of student's awareness, identify areas of weakness, and adjust the pace of the growth. The most reliable way to assess student's prior knowledge is to assign a task (e.g., quiz, paper) that gauges their relevant background knowledge. These assessments are for diagnostic purposes only and they should not be graded.

Prior knowledge self-assessments:

Questions to be asked are focused on knowledge, skills, or experiences that:

- ⊕ Students have acquired and are prerequisites to your course you believe are valuable but not essential to the course you plan to address in the course.
- ⊕ The feedback from this assessment can help you calibrate your course appropriately or direct students to supplemental materials that can help them address weaknesses in their existing skills or knowledge.
- ⊕ The advantage of a self-assessment is that it is relatively easy to get information for improvement and implement. The potential disadvantage of this method is that students may not be able to accurately assess their abilities. However, accuracy improves when the response options clearly differentiate both types and levels of knowledge.



Classroom assessment techniques (CATs):

These are meant to provide immediate feedback about the entire class. The instructor can use this feedback to inform Principal for student assessment and progression.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the program of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.)

Remedial classes are held by faculty during the free hours to assist the slow learners coming from rural background. Arrangement of special classes is done to make the students understand the topic they found difficult. Personality development classes are conducted to enrich and motivate the minds of students. Remedial examinations and tests are carried out for absent students and poor scorers.

The various strategies drawn and deployed by the college are as follows:

Cooperative learning:

Cooperative learning provides learners with essential opportunities to use language in meaningful, purposeful, and interesting ways, build self-esteem, self-confidence, and develop academic, communication, and social skills. Groups are expected to help and encourage their members to master academic content. Each student in the group is individually accountable for their learning.

Instructional conversations:

Instructional conversations are extended between teachers and students for the purpose of developing students' language and thinking skills and to guide the learning process. These interactive discussions provide teachers with essential opportunities to know students, assess their learning, and to contextualize instruction to meet students' academic needs and base of experience.

Cognitively guided instruction:

Teaching cognitive support instruction for students enables them to self-monitor learning and to know how to navigate successfully through difficult learning situations. Reciprocal teaching is used to promote students' comprehension and to monitor their own thinking and learning.

Technology - Enriched Instruction:

The teacher's use multimedia and other technology to facilitate learning through active engagement.

S.NO.	Strategy adopted to bridge knowledge gap of slow learners
1	Teacher to Student Mentoring
2	Project work
3	Remedial teaching
4	Minimum hrs. computer program as per need
5	Case Analysis
6	Power point presentations
7	Personality development classes

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

Frequent lectures by experts are held for the staff and students to sensitize them over such issues. Circular and information's is sort from various government departments like Woman Welfare Department, Health Department, Police Department, and NGO's. For Gender Sensitization we have women cell. Woman's day is celebrated in our college by students and teachers.

For Environment protection eco club is formed in our college and Environment day is celebrated annually.

Value and spiritual education is imparted through spiritual persons to our students.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The advanced learners are identified through class tests, classroom interaction, group discussion, seminars, and co-curricular activities. They are therefore given opportunities with slow learners and help them so that they can achieve better in the examination held university.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the program duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

Regular monitoring of the student attendance record, teachers diary, the respective Head of Department have to identify the commitment of the students. The guardians are intimated about the attendance of their wards to enhance their commitment towards studies. Special attentions are given towards students coming from low socio-economic status, physically challenged and slow learners.

Below are the methods used to facilitate advance learners?

- ✦ Group discussion
- ✦ Debate
- ✦ Participation in various activities
- ✦ Research work
- ✦ Additional reference books
- ✦ Classroom presentation
- ✦ Application of computer skills for presentations
- ✦ Guidance and counseling

2.3 TEACHING LEARNING PROCESS

2.3.1 How does the college plan and organize the teaching learning and evaluation schedules? [Academic calendar, teaching plan, evaluation blue print etc.

In addition to academic calendar issued by department of higher education, Pandit Ravi Shankar Shukla University, Raipur; departmental academic calendar are chalked out separately for the implementation of the curriculum in the best possible way.

Academic meeting council is constituted by the Head of the Institution and time to time planning of teaching methods in relation to the topic is discussed and therefore executed in the teaching learning process.

Both continuous and comprehensive evaluation through class test and model exams is done respectively.

Apart from this following plans are made for smooth teaching-learning process:

Teaching Plan:

Teaching plan is prepared and submitted to the Head of the departments every academic year for every subject by teacher in teaching diary. It is submitted to the principal regularly.

Time Table:

Time Table for practical's: For practical's separate time table is prepared and displayed on the notice board and computer labs. Each lab in charge is given an advance copy of the time table, so that the machines are checked and loaded with the appropriate programmers.

2.3.2 How does IQAC contribute to improve the teaching- learning process? Academic Personal & Psychological Support

On receiving the feedback from various committees the shortcomings in teaching process of teachers and students are taken into serious considerations by the IQAC and sorted out.

The IQAC works for ensuring continuous improvement in the entire operations of the institution, and assuring all the stakeholders connected with higher education - namely students, parents, teachers, non-teaching staff, funding agencies and society in general. IQAC generates good academic ideas and practices. It seeks to work for planning, implementing, and measuring the outcome of academic performance of the institution.

2.3.3 How is learning made more students centric? Give Details on the support structure and systems available for teacher to develop skills like evaluative learning collaborative learning and independent learning among the students.

The students being the most important component of the college, it offers a lot of support services to teachers for making the learning student centric. The quest and aspirations of the students are explored to nurture and inculcate 'a passion for learning'. An interactive and collaborative approach is made to enhance the learning environment of the institution. Various extracurricular activities are conducted to sharpen the skills of the students. Educational tours, Industrial visits and projects are a part of the enrichment program.

2.3.4. How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into lifelong learners and innovators?

To inculcate and invoke critical thinking within students faculty members are appointed to organize group discussions, debates, in-house seminars, guest lectures, quiz competitions, etc. Special programmes are conducted for analytical ability, emotional quotient (EQ), high self esteem, scientific temper and decision making.

We use the various methods for nurturing critical thinking among student:

- ⊕ Students are encouraged to pose questions regularly in class.
- ⊕ Providing class projects students are engaged in analysis, synthesis and evaluation.
- ⊕ Students are given opportunities to consider various opinions and to justify their own belief.

2.3.5. What are the technologies and facilities available and used by the faculty for effective teaching? Ex. Virtual laborites, e-learning resources from National programs on Technology Enhanced learning (NPTEL) and National Mission on education through information and communication Technology (NME-ICT). Open educational resource mobile education etc.

The Various technologies adopted for effective learning are models illustrations, coupled with audio-visuals learning tools, projector etc. The institution organizes educational tours and activities for wider exposure.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blending learning expert lecture, seminar, workshop etc?)

Teachers enlighten their students with newly acquired knowledge during the interactive session of classroom activity. Seminars, Group discussions, workshops are organized by the in-house faculties. In addition to this guest lectures by experts from renowned institutions are conducted time to time.

2.3.7. Detail (Process and the number of student/benefited) on the academic personal and psycho-social support and guidance services (Professional counseling/mentoring/academic advice) provided to students?

The institution have career development guidance cell which deals not only with options of career but also deals with the guidance called Psycho- Social guidance.

College ensure that the students get benefit of effective learning by providing them the modern teaching aids and tools like computers, audio-visuals multimedia, internet and other information/ material.

S.No.	Support/Services	Process	Agency
01	Personal Growth	Group Guidance	Placement

02	Personal Counseling	Individual Guidance	Counseling Service
03	Academic Advice	Classes for competitive Examination	Class for GD Career Guidance
04	Psycho-Social	Institutes Responsibility	Teacher Association
05	Professional Growth	Professional Training through workshop/Seminar/Conference /Guest Lecture	Various

2.3.8 Provide details of innovative approaches/ methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The faculties of our institutions use multimedia tools for facilitating teaching learning process.

- ✦ Use of OHP and Power Point Presentation.
- ✦ Through Mind Mapping we make graph, charts which have high impact on the minds of the students which create clear understanding and improve innovative thinking.
- ✦ Z to A approach: We use Z to A approach for proper understanding of various concepts.

2.3.9. How are library resources used to augment the teaching- learning process?

- ✦ Books and journals on various subjects are present in the college library
- ✦ Librarian and the staff help students to get reading material of their choice.
- ✦ The information regarding new arrivals is displayed on the notice board.

2.3.10. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes' elaborate on the challenges encountered and the institutional approaches to queer some these.

Yes, the institutions come across various types of challenges in completion of the curriculum with in timeframe. Even after the completion of courses (syllabus), arrangement of the remedial classes throughout the year is done.

Students from rural areas and students coming under the category of “slow learners” find themselves incapable in writing the exam. For these the following steps are taken by college faculty to sort out the problem.

- ⊕ Extra classes
- ⊕ Development of self confidence through counseling.
- ⊕ Helping them to solve difficult questions.

2.3.11. How does the institute monitor and evaluate the quality of teaching learning?

The Chairman, Principal, Head of Departments and members of IQAC are in constant touch with the students and take regular feedback of the teachers. Knowledge based communication skill, sincerity and commitment and interest is generated in the teachers to design tests and examination to evaluate the students understanding of the course.

The self appraisal Performa's are submitted by the teacher along with which student's appraisal is analyzed by IQAC.

2.4. TEACHER QUALITY

Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
D.Sc./D.Lit.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	05	01	06
M.Phil	-	-	-	-	-	04	04
PG	-	-	-	-	17	35	52
Total							62

Recruitment of teachers who are competent, experienced and experts in their respective field of study is done. The teachers are recruited through selection committees, constituted as per the provision of Affiliating University statutes the Pandit Ravi Shankar Shukla University, Raipur. The institution advertises in the newspapers and through its website in order to reach the best teacher's available. After getting applications in response to these from the eligible candidates, these are scrutinized. Thereafter, the college applies to the affiliating university for a panel of experts to conduct the interview.

Retention policies of the faculties are done by providing them a healthy environment and various opportunities for their development. To retain the available staff, they

are also provided other requisite facilities like library, computer facility with internet connection, Casual Leave, duty leaves etc. They are also given study leave if they wish to upgrade their qualification for pursuing Ph.D. Teachers are allowed to attend the Orientation and Refresher courses, Conferences, Seminars, Workshops, etc. to meet the changing requirements of the curriculum.

2.4.1 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programs/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The institution encourages its existing faculty members to participate in various academic programs viz. workshops, seminars, and symposia in emerging areas of learning to equip themselves to teach related subjects.

2.4.2 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Faculty Training programs organized by the institution to empower and enable the use of various tools and technology for improved teaching learning-Trainings for teaching methods/approaches, handling new curriculum Content/knowledge management, Selection, development and use of enrichment materials and Assessment of the same.

2.4.4 What policies/ System are in place to recharge teachers? (Eg. Providing research grant study leave, Support for research and academic publication teaching experience in other national institutions and specialized programs engagement etc.)

NA

2.4.5 Has the institution introduced evaluation of teachers by the students and external peers? If yes, how evaluation used for improving the quality of teaching learning process?

The feedback committee provides information regarding the knowledge based communication skills, sincerity and various other aspects and convey it to IQAC for further analysis and monitoring the ability of teachers to design tests, assignments and projects.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

At the time of admission, students and parents are informed about the evaluation process and methods. Instructions and notices issued by university are communicated to students time to time. Institution ensures the evaluation process through class test, model examination, presentations, role plays, and retest for low scorer students. Extracurricular activities are being informed through class room's announcements and notice boards. Class teachers are entrusted with the duty of informing about the said methods to the students.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Evaluation reforms of the university

- ✦ Setting of question papers,
- ✦ valuation of answer books,
- ✦ publication of results

University is the sole authority of making reforms. Our institution follows the university reforms for examination and evaluation. Faculties are actively involved in valuation of answer books and setting of question papers.

Examination patterns are being strictly followed as per university reforms. Other than that for low scorer students retest are conducted by our institute to improve their performance. Reforms initiated by the institution are as follows:

- ✦ Case studies
- ✦ Power Point Presentation
- ✦ Seminars
- ✦ Mock Parliament
- ✦ Industrial visit
- ✦ Role Play

Above evaluation reforms for the final examination has been followed by university itself. University is the sole authority for the implementation of reforms in examination and valuation. Individual colleges do not have a direct role in this regard.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

Our College has adopted examination patterns for the evaluation for the students according to University reforms. Internal Evaluation and examination of the department, HOD plays important role to allocate faculties

for setting question papers and evaluation of answer sheets. College properly communicates the information regarding university evaluation process as soon as the university informs the institute.

To implement the evaluation reforms of the college we make various efforts as follows:

- ✦ Yearly and semester wise academic calendars are prepared at the starting of the session mentioning the activities, the unit test and exams.
- ✦ Results/ assignment are displayed on notice board.
- ✦ Examination blue print has been managed by the concern department for continuous evaluation of students.
- ✦ Remedial classes, counseling and retest are provided to weaker student on the basis of performance evaluation. Transparency has been maintained for question paper setting and checking.

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

University is the sole authority for implementation of reforms in examination and evaluation. The institution adopts both formative and summative methods of evaluation.

For Formative Assessment:

Formative approach to evaluation includes measuring the student's achievement through oral tests, group discussions ,case studies ,group task, seminars and monthly test .The evaluation through these approaches gives lot of information about student achievement after teaching a particular unit .The concerned teacher may get some direction about the student and necessary steps regarding his/her improving.

For Summative Assessment:

The summative evaluation is done during evaluation process. Even if some students don't perform well or clear the eligibility condition, then an extra chance is given to the student for his/her evaluation. All faculty members follow the formative approach to measures students' achievements & performance through 1) group discussion 2) class test 3) oral test 4) assignments 5) Power Point Presentation 6) Model Exams

2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/program?

The institution evaluates the students through class test, power point presentation, case study and teacher assessment. The report is sent to the head of institution after evaluating in a fair and secret manner .The parents are informed telephonically (for weak students).To monitor the students 'performance during an academic year, an examination/ evaluation committee is constituted in the college .This committee works under the directions of the Chair .The record of the whole evaluation process is transparent. The answer books are shown to the students. A special test is also conducted in the following month for students who have not cleared the conditions for final examination .The committee arranges to inform the parents about the examination awards of the students along with their class attendance.

2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightage assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

The college ensures about the complete transparency in and internal Assessment Test .The norms implemented are as per guidelines laid down by the Pandit Ravi Shankar Shukla University, Raipur. The college has a semester pattern for all P.G .courses Where in 20% weightage is given to internal assessment and 80% weightage is given to the marks Obtained in University examination for BBA also the semester pattern is applicable with 10% as internal assessment and 90% as external however for all other courses there is a annual pattern with BCA as 15% internal assessment and 85 % as external university exams and B.com with no internal assessment.

2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes, the institution uses assessment and evaluation as an indicator for evaluating Students 'performance. The students with outstanding performance in the academics, sports or extracurricular activities are given due advantage in assessment. General classroom behavior of the students and their participation is also kept in mind when evaluation of a student is undertaken.

2.5.8 What are the mechanisms for Redressal of grievances with reference to evaluation both at the college and University level?

Students who have doubt with the evaluation process the same is cleared by showing

- ⊕ Their performance in the answer sheet for Internal Assessment.
- ⊕ At the University level, grievance of student communicated to the university re-evaluation by charging fees.
- ⊕ The Examination committee redresses the grievances regarding evaluation and the internal assessment marks of the students.
- ⊕ There is a provision of supplying the photocopies of assessed and/or moderated theory subject/s answer book of the current examination.

2.6. Student Performance and Learning outcomes

2.6.1 Does the college have clearly stated learning outcomes? If yes give details on how the students and staff are made aware of these?

Yes, all the students and staff of our institution are made aware of the learning outcomes. This is done by the syllabus provided by the university at very beginning of the session college prospectus, modernist calendar and college magazine to check whether the process is going in the right direction. This helps us to monitor and evaluate the progress of both staff and students.

2.6.2 How are the teaching learning and assessment strategies of the evaluation structured to facilitate the achievement of the extended learning outcomes?

To facilitate the achievement of the extended learning outcomes we formulate teaching learning and assessment strategies in a very structured and manageable format. In which we include day to day update of teaching Diary, college lesson plan (taking of classes' workshop, symposia, seminar etc.) and IQAC. The college aims to motivate student at each and every step to enhance their potential and create a healthy vibrant and challenging learning environment to achieve a set goal in their life. We focus on making them independent and confident learners with the right set of skills, knowledge and values which enhance their employability and progression. The IQAC works to enhance and monitor the quelling of teaching learning and assessment.

2.6.3. What are the measures as initiative taken up by the institution to enhance the social and economic relevance (Qualify jobs, entrepreneurship, innovation are research aptitude) of the course offered)

Following are the measures/ initiatives taken up by the institution to enhance the social and economic relevance;

- (a) Faculty guideline regarding various courses and its future prospects, provided at the time of admission.
- (b) Various cell and committees link the students to the society for its development.
- (c) We provide platform to showcase the skills of students through various competition (Srijan, Carnival, inter college competition).
- (d) We conduct various campus recruitment programs for our students.
- (d) Professional courses like; M.Ed., B.Ed., M.Sc.(CS), M.Sc., (MB/BT),BCA,BBA,PGDCA etc. helps students in getting employment.

2.6.4. How does the institution collect and analysis date on student learning outcomes and use it for planning and query coming barriers of learning.

The following efforts are taken by the college to collect and analyze data on student learning outcomes.

- ⊕ Class Tests
- ⊕ Model Examination
- ⊕ Pre-Semester Examination
- ⊕ Mock Viva
- ⊕ Seminar presentation by students
- ⊕ Annual/ Semester system of examination

In order to overcome barriers of learning following steps are taken:

- ⊕ Solving previous year question papers
- ⊕ Personal guidance by faculties to students for solving subject difficulties.
- ⊕ Transparent evaluation process in various examinations.

2.6.5. How does the institution monitor and ensure the achievement of learning outcomes.

We monitor and ensure the achievement of learning outcomes through:

- ⊕ Evaluating students performance in class room interaction
- ⊕ Assessment of students marks in internal examination.
- ⊕ Displaying the result on notice board.

- ✦ Communicating the progress of students to their parents.
- ✦ Surprise test and collaboration of theoretical & practical/field knowledge in course curriculum.

CRITERION III

RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Nil

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, The College is entering into a phase of growth where it recognizes the importance of research for the academic development of the students and the faculty. The institution has qualified staffs in the research to monitor and address the issues of research .With a view to promoting research, the college has a research committee with a convener who motivates the staff in publishing their research articles in reputed international and national journal, the committee also encourage the staff to go for minor and major research projects from various funding agencies. The Academic committee of the college meets twice a year and mention and encourages research culture among staff members. The composition of the research committee comprises of some senior faculty members and Principal is the chairperson.

The composition of our academic committee is as follows:

S. No.	Name	Designation	Qualification
1	Ms. Rita Gupta	Vice Principal	Education
2	Ms. Nilu Jain	Asst. Professor	Education
3	Dr. Lalit Kumar	HOD	Microbiology and Biotech
4	Dr. Jasbir Kaur	HOD	Education
5	Ms. Pushpa Vaishnav	HOD	Commerce
6	Mr. Santosh Singh	Asst. Professor	Computer Science
7	Ms. Surya Sukumaran	Asst. Professor	Management

There is also Research Committee to facilitate and monitor research activities. Aims and objectives of this cell are:

1. To develop research culture among the students in the area of their interest.

2. To encourage faculty member of all the discipline in Research and Development activities for their professional growth this would be beneficial to the students and society.
3. To create environment for faculty/student for opting live projects.
4. To fulfill social responsibility towards community and help to the layman.
5. To provide consultancy services in area of education, microbiology and biotechnology, social work, community development and urban and rural development and to the corporate sector.
6. To collaborate with research institution for higher education and program/ joint research projects is in pipeline.

The monitoring facilities are:

1. Information is given about state, national, international seminar, conferences, workshops and research journals and current affairs to the students and faculties.
2. Guidance and institutional assistance is given to those teachers who take initiatives for doing PhD. Workshops are organized for faculties to give knowledge about preparation of thesis and dissertation.
3. Guidance is provided to the students for project work in graduate and post graduate classes.
4. Seminars and workshops are conducted on research methodology by the college faculties.
5. Guidance is provided to the student for preparing paper presentation.

Few major recommendations made by the committee:

- ⊕ Encourage staff to put research project proposals to get financial assistance from various funding agencies.
- ⊕ Encourage faculty and students to organize and participate in conference, seminar, workshop and science exhibition organized by reputed technical institutions.
- ⊕ Recommend staff members for study leave under faculty improvement program.
- ⊕ Provide internet facility and research journals /periodicals/ as per UGC norms.

Impact of the Recommendations of Committee:

Faculties of all departments organize seminars and other activities with the active participation of the students.

Department of Management also organized intra-departmental seminars on the current issues of Indian Economy and other burning issues. Faculty members of the Institute also applied for the funding of Research project.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- ⊕ Autonomy to the principal investigator
- ⊕ Timely availability or release of resources
- ⊕ Time-off, reduced teaching load, special leave etc. to teachers
- ⊕ Support in terms of technology and information needs

The College has a clear agenda to encourage faculty to take up research activities. Research has been considered as the integral part of the academic endeavor in our College.

Autonomy to the Principal Investigator:

- ⊕ Autonomy is given to the principal investigator to purchase equipments, books, chemicals and other material to conduct research work.

Timely Availability or Release of Resources

- ⊕ The principal investigator can use the released funds as per the terms given in the sanctioned project.

Adequate Infrastructure and Human Resources:

- ⊕ There is provision of internet facility, library and well equipped laboratories for staff. Office staff and other non teaching staff help the principal investigator. Principal Investigator can select few students from graduate or post gradates courses to help in the research work.

Time-Off, Reduced Teaching Load, Special Leave Etc. to Teachers:

- ⊕ Duty leave is sanctioned to staff for presentations of projects. Special leave is granted during exams if the faculty is pursuing further studies in their area of interest.

Support in Terms of Technology and Information Needs:

- ⊕ Library, equipments and computer with Wi-Fi facility is provided in the college campus as well as in every department. Library gives all the necessary support for researchers including reprography facility.

Facilitate timely auditing and submission of utilization certificate to the funding authorities

- ✦ The College extends full support in auditing and submission of utilization certificate to the funding authorities. The reports are audited by the authorized accountants, then the administrative staff forwards all the papers to the authorities.

Any Other

- ✦ The research cell functions on the basis of a well-defined plan and objective. In the college research atmosphere is created by:
 - ✦ Stimulating faculty to undertake research.
 - ✦ Encouraging faculty to apply for research (in staff meetings and personal counseling).
 - ✦ Endowing faculty with benefits of research (funds and forwarding projects for approval).
 - ✦ Students and staff are motivated to take part in project competitions held by various institutions.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- ✦ The College encourages the students for higher education and the faculty always motivates the student to join higher education for research. Science day is celebrated and Visits are arranged to various industries in nearby college and labs like Adhunik Institute of Education and Research Mile Stone, Delhi road Merrut, Gajiabad, Nitza Biological Ltd., Hyderabad, Biotech Lab demonstration and training centre, Ambikapur, Sarguja (C.G.), Modern Biotech, Samata Colony, Raipur etc. to inculcate scientific temper among the students.
- ✦ Students of BBA, BCA, MSc, Computer Science, Micro- biology Bio-Technology have to do research projects. They are sent to industries to carry out research work.
- ✦ Scientific journals have been subscribed in the college library. Library also subscribed data base e- Journal and e-books.
- ✦ The respective teachers in respective subjects spend time with the students in getting them ready for their presentations which will force them to do some indirect research work.
- ✦ At M.Sc. level the students are thoroughly trained by the Internal Guide for developing research culture and aptitude among students. The

methodology of documentation of the projects is well defined and follows the research pattern. This increases the interest of students in research.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

- Nil

3.1.6 Give details of workshops/ training programs/ sensitization programs conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students. The details of Workshops are given below:

Sr. No	Department	Dist. Level/ State Level/ Workshop	Topic	Date	Guest Speaker
1.	Microbiology and Biotech	Dist. Level	Hands on training in Advanced Enzymology	12.01.2014	Nitza Pvt Ltd

Industrial and Educational Tours

Sr. No	Department	Industry/Research Institute/ Venue	Date	Place
1.	Micro and Biotech	Regional Plant Resource Center	2-7 March 2013	Bhubaneswar
2	Micro and Biotech	Neeri National Environmental and Engineering Research Institute	10-12 November 2014	Nagpur
3	Micro and Biotech	College of Agriculture	5 April 2014	Raipur
4	Micro and Biotech	Aditya Biotech Agricon	11 January 2012	Raipur
5	Management and Commerce	ABIS IB Group	5 November 2015	Rajnandgaon
6	Micro and Biotech	Science City	29 October 2015	Raipur

3.2 RESOURCE MOBILIZATION FOR RESEARCH

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

There is no budget allocation earmarked for research as such. However the institutional budget includes allocation for publication of the academic Journal. There is budgetary allocation for of Rs. 5000/- p.a. for each department for organizing seminars in order to develop research culture and attitude among the students and faculties.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The institute has not any provision to provide seed money to the faculties for research.

3.2.3 What are the financial provisions made available to support student research projects by students?

Institute doesn't provide any provisions for supporting student research projects.

3.2.4 How does the various departments/units/staff of the institute interacting undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing inter disciplinary research.

The College supports interdisciplinary research among the various departments/units/staff through organizing workshops, training and industrial visits for interdisciplinary research. Microbiology and Biotech department had organized hands on training workshop in advanced enzymology in association with Nitza Pvt Ltd.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The equipments are maintained by the individual departments. Faculties and laboratory attendants guide the students during operational use of equipments for practical classes.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

No, the college has not received any special grants.

3.3 Infrastructure for Research

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The College does not offer research-oriented program. However, the college has a preliminary research laboratory for sciences. The available facilities are:

- Well equipped preliminary research laboratory for science department.
- Wi-Fi internet connection at college campus.
- Well furnished Library with reading room both for students and teachers.
- Well established computer labs
- Seminar Hall

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The College prompts for improving and creating infrastructural facilities for the needs of students.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/facilities created during the last four years.

No, the college has not received any special grants from the industry or other beneficiary agency.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The college and faculties promotes the students for research in various institutes as the college doesn't have Recognized research center in any of the courses offered.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

The following facilities are available in the main library for the researchers:

- Books on research methodology

- Different Journals for various subjects
- Computers with Wi-Fi internet connection.
- Del-Net

3.3.6 What are the collaborative researches facilities developed / created by the research institutes in the college? For ex. Laboratories, library, instruments, computers, new technology etc.

The College has developed few infrastructure facilities which can be used by all the departments for teaching as well as research:

- i) Research laboratory for science departments is equipped with instruments
- ii) Library with reading room
- iii) Seminar hall

3.4 RESEARCH PUBLICATIONS AND AWARDS

3.4.1 Highlight the major research achievements of the staff and students in terms of

The department of Microbiology and Biotech recently published research paper in reputed refereed international journal, the detail of which has been given in departmental report. Similarly, Dr. Jasbir Kaur from Education department has also published the research paper in National journal.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'Yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

No, Institute doesn't publish any research journals as such till date. Institute has planned to start a publication of Quarterly Magazine for departmental activities of the institute.

3.4.3 Give details of publications by the faculty and students:

Publication per faculty

*** Number of papers published by faculty and students in peer reviewed journals (national / international)**

1. Antimicrobial Activity of C- Phycocyanin from *Arthrospira Platensis* Isolated From Extreme Haloalkaline Environment Of Lonar Lake. Journal of Environmental Science, Toxicology and Food Technology (IOSR-JESTFT) International 2319-2399 (impact factor 1.325)
2. A study of academic achievement of senior secondary students on the bases of the brain hemisphere dominance." (Communicated to Edusearch Journal)
3. 'Antibacterial activity of rice bran oil.' Recent Research in Science and Technology 2013, 5(2): 18-19.

*** Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)**

Nil

3.4.4 Provide details (if any) of

*** Research awards received by the faculty**

Nil

*** Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally.**

Nil

*** Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Institute doesn't have any provision for incentives for the faculties but institute morally encourages the faculties for research contributions. The institute grants the paid leaves to faculties for research contributions and activities.

3.5 CONSULTANCY

3.5.1 Give details of the systems and strategies for establishing institute industry interface?

The College has not yet established any system for the institute industry interface. But initiatives had already started to provide through the Computer Science department and Education departments in form of Expert lectures and solutions to the aspirants.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The institute had a liberal policy towards allowing its faculties to engage in consultancy on individual basis. Such consultancy is confined to academics such as paper setting and evaluation work of examination, conducting seminar and workshops in their expertise areas.

There is no special arrangement, however, for advocating and publicizing the available expertise.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institute provides constant encouragement to the faculties to utilize their expertise for consultancy services. When the requirement comes the Principal allocate it to the faculty having expertise to that subject.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

NA

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

There is no revenue generated from consultancy by the faculty as the beneficiaries are educational institutes, and hence there is no scope as such for institutional development.

3.6 INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR) AND EXTENSION ACTIVITIES

3.6.1 How does the institution promote institution-neighborhood community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The College always organizes different extension activities in and outside the campus throughout the year to engage the students in different community oriented activities to nurture a sense of social responsibility, service orientation and holistic development of the students. The College has active Eco Club, Science Club. The College has Students volunteers with a faculty member as the Program Officer. Science club of the College organizes/participates in many activities like National Science Day celebration with various programs, participation in science drama competitions at different levels, annual science fair etc.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

The College encourages the students to involve in various social movements/activities through participation in numerous activities organized by the Departments, Eco Club like Old Age home visiting, going to deaf and dumb school. They also celebrate important days of national and international importance. Students are also motivated to participate in different seminars/workshops and discussions to give them exposure to current societal problems and generate awareness regarding their roles and responsibilities in society.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The College always asks for stakeholder perception on the overall performance and quality of the college. Routine feedbacks on all curricular and extra-curricular activities are taken from the stakeholders, management and peers from academic circles visiting the College. Regular meetings with Teachers' Council, different committees/units, HODs are conducted under the chairmanship of the Principal in

which different issues about changes and development of the College are discussed. The Students Union Council members can directly put their suggestions and complaints to the Principal. Students/alumni/parents/guardians are always free to put their suggestions to the Principal.

3.6.4 How does the institution plan and organize its extension and outreach programs? Providing the budgetary details for last four years, list the major extension and outreach programs and their impact on the overall development of students. Institutional Plan:

Science Forum: The forum organized/participated many programs/activities during the last four years for generating scientific temper among the students and among community which are listed below

1. Celebrated annual National Science Day on 28th February.
2. Organized intra-college discussions on scientific awareness generating issues.
3. Organized intra-college quiz competitions.

Such activities give exposure about current societal problems and help to develop awareness about social responsibilities and citizenship roles, create scientific temper among the students.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

Management helps and motivates faculties to organize such social awareness programs.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

NA

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

To achieve this objective the institute has set up a NSS unit. The NSS activities allow the student exposure for the community services and inculcation of the ethics, moral and social responsibilities towards the community and nation building process.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on

the initiatives of the institution that encourage community participation in its activities?

- 1) Community Camp
- 2) Blood Donation Camp
- 3) Dental Check up Camp
- 4) Old Age home Visit

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The college has fluently and consistently developing the good relationships with exclusive institutes, firms

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Nil

3.7 COLLABORATIONS

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The institute not yet initiated any collaborative research associations.

3.7.2 Provide details on the MOUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

S.NO.	Name the Organization	Date of MOU	REASON
1	BEC BHILAI	02/04/2013	PLACEMENT
2	INFOSYS LTD. Electronic City, Hosur Road,Bangalore - 560100	20/01/2014	PLACEMENT

S.NO.	Name the Organization	Date of Campus	No. of students Selected	REASON
1	TCS	2015	03	Placement
2	GENPACT	2015	19	Placement

3	WIPRO	2015	01	Placement
4	TECH MAHINDRA	2014	0	Placement
5	UNISYS	2015	0	Placement
6	ASPRICOT TECH.	2015	0	Placement
7	GENPACT	2014-2015	06	Placement
8	MAINTEC TECH.	2014-2015	01	Placement
9	STAR UNION DAI-ICHI	2013-2014	04	Placement
10	GENPACT	2013-2014	0	Placement
11	XIPHIAS IMMIGRANTS	2013-2014	09	Placement
12	MAHINDRA FINANCE	2013-2014	02	Placement
13	NAI DUNIYA	2013-2014	06	Placement

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/library/ new technology/ placement services etc.

Nil

3.7.4 Highlighting the names of eminent scientists/participants, who contributed to the events, provides details of national and international conferences organized by the college during the last four years.

The institute has not conducted any conferences till date. The institute has initiated steps to conduct self financed national conference.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.

The activities got conducted with the resource persons from Sri Aurobindo Society Pondicerry are mainly Youth Camps for students and Faculty development programme for faculties.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

Nil

CRITERION – IV

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

POLICY FOR CREATION & ENHANCEMENT

Infrastructure is the most important part of effective teaching and learning. Institution delivers best teaching and learning environment towards students in different streams. The policy is framed according to student's strength. The management is committed for any kind of help, teaching and learning environment is maintained and students can take benefits of existing infrastructure.

4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, specialized facilities and equipment for teaching, learning and research etc.**
- b) **Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

The details of the facilities available with the institution are as under:

a) **Facilities available for Curricular and co-curricular activities:**

Classrooms:

The college has total 15 spacious classrooms with proper lighting, ventilation and seating arrangement.

Technology enabled learning spaces:

The college has technology enabled learning facilities which includes 4 LCD/DLP, 02 OHPs, 02 Laptops, 70 computers and 5 printers where as 60 computers are connected with internet, one digital camera. Reprographic facility is available in the library for staff and students.

Seminar Hall:

The college has well equipped seminar hall with audio and video (DLP Projector) facility. It has a capacity of 120 seats.



Tutorial spaces:

Tutorial spaces are made available for competitive exam and special remedial classes for slow learners.

Laboratories:

The college has 10 well equipped laboratories and details are:
Instruments like Laminar air flow system, Tissue Culture Lab, Refrigerated centrifuge, UV spectrophotometer, Microwave oven, pH meter, CRO, Spectrometer etc are available to the students and staff to carry out the work. Physics lab has C.R.O., Transistor Kit, Sonometer, Spectroscope, Laser diode, Vibration magnetometer and FET Kit. Psychology lab is equipped with mirror drawing instrument, tachistoscope, and Bhatia battery. Curriculum & Computer labs are also well equipped.

b) Facilities available for Extra-curricular activities: -

Sports (outdoor and indoor games):

The college always encourages students for participation in various inter-university, university level, zone, and state, national, inter college tournaments. College provides following Indoor and Outdoor games facility to student:

- ⊕ Fields and equipments for outdoor games – All games kit is supplied to the player students. The students go for practice to our sister concern and nearby sports ground for practices.
- ⊕ Indoor Facilities for the sports like Chess, Table Tennis, and Carom.

Auditorium:

The College has well equipped auditorium hall with audio visual facility.

NSS:

NSS wing has its own activity room.

Cultural Activities:

For cultural activities, college has an activity room with musical instruments.

Public Speaking and Communication Skills Development:

College has auditorium for practicing various activities like Personality Development, Extempore, Group discussions, Presentations and Debates etc.

Health & Hygiene:

College has a separate sick room with the first aid boxes. The college campus has drinking water facility (water purifiers) near to the class rooms. Common rooms are available for students (girls/ boys) separately. There are separate lavatory block for the Students (Girls / Boys) and Staffs (Gents/ Ladies).

Sports Room:

College is having a well equipped sports room. Sports equipments for Cricket, Hockey, Volley Ball, Badminton, Carom Board, Chess etc. available in sports room.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/ campus and indicate the existing physical infrastructure and the future planned expansions if any).

Following facilities are available in our institution:

- ⊕ Smart Classes
- ⊕ Wi-Fi campus
- ⊕ Boys common room
- ⊕ Girls common room
- ⊕ Updated Library
- ⊕ NSS Room

Apart from existing infrastructure, upgraded equipment for teaching learning process is in process.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

Infrastructure of campus itself is convenient for the physically disabled student as it is having maximum area in ground floor.

4.1.5 Give details on the residential facility and various provisions available within them:

Hostel Facility:

Accommodation available for boys and girls with maximum of 3 students in a room with air conditions during summer, purified drinking water facility, Internet and Wi-Fi facility, bus facility for transportation, free medical and dental checkup facility, gymnasium and security.

Recreation Facilities:

Activity club is there for organizing various festivals. Audio visual aids (TV, Music Player, Games etc.) for indoor recreation are provided by institute.

Sick Room:

Hostel has complete arrangement for students in need of medical assistance.

Library:

The college hostel has a separate hall for students where course books, magazines, newspapers and novels are available for betterment of their reading habit.

Hygiene Facilities:

Every room in hostel is bath attached. Hygiene committee is there to maintain and to inspect the hygiene in hostels. Free laundry facility is being provided to the students. Water purifiers are available for safe drinking water.

Security:

Guard room is available in front of the hostel and main gate.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Free Medical & Dental checkup facility available for the students and staff. Healthy food services are provided by institute. Medical shops are within the hostel campus.

4.1.7 Give details of the Common Facilities available on the campus - spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

S. No.	Unit	Place of Location	Teacher In-charge	
1.	IQAC(Internal Quality Assurance Cell)	A-1	1	MRS. RITA GUPTA
2.	Grievance Redressal Unit	A-4	2	MR. SANTOSH SINGH
3.	Women’s Cell	A-5	3	DR. JASBIR KAUR
4.	Counseling and Career Guidance	A-4	4	MRS. PUSHPA VAISHNAV

5.	Placement Unit	A-6	5	MR. KHOMAN GANJIR
6.	Health Centre		6	DR. LALIT KUMAR
7.	Canteen	At Canteen	7	MR. DUSHYANT KUMAR SAHU
8.	Auditorium	B-2	8	MRS. NEELU JAIN
9.	Staff Room	A-5	9	MRS. SUNITA BOKDE
10.	Safe Drinking Water Facility and Maintenance	In Canteen and in Campus	10	MR. AJAY VERMA
11.	Transport In-charge		11	MR. ARPAN DEY
12.	Eco Club	A-4	12	MR. MAHENDRA KUMAR SAHU
13.	Anti Narcotic	A-3	13	MR. HULAS SAHU
14.	Young Science Forum		14	DR. YUVRAJ MOHITE
15.	Special Teaching Assistant		15	PRINCIPAL
16.	PTA	A-3	16	VICE PRINCIPAL

(A) Library as a learning resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee .What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the library has an effective and an efficient advisory committee and it has following members:

S.N.	Designation	As a Advisory Committee
1	Principal	Chair person
2	Science Department	Dr. Lalit Kumar
3	Education Department	Mrs. Sunita Bokade
4	Commerce & Management	Ms. Surya Sukumaran
5	Computer Science	Mr. Hulas Sahu

The advisory committee discusses and finalizes the infrastructural and academic requirements of the library and chalks out the strategy regarding the work culture of the library so that the facility can be utilized to the maximum extent by the staff and students. The fully computerized library has an open shelf system which facilitates a free access of books and enhances knowledge of the students. Newspapers, Journals, books and magazines in the library provide an access to researchers, news and other information to the students and readers.

4.2.2 Provide details for the following:

- ✦ Total area of the library
- ✦ Total seating capacity
- ✦ Working hours (on working days, on holidays, before examination days, during examination days, during vacations)
- ✦ **Layout**
 1. Total area of the library – 201.1 Sq.m
 2. Total seating capacity – 50 persons in reading room
 3. Working hours – 7.00 am to 5.30pm
- ✦ Before examination days – 7.00am to 5.30pm
- ✦ During examination days – 7.00am to 5.30pm
- ✦ National holidays – Only 3 days Republic Day, Independence Day and Gandhi Jayanti
- 4. Layout – Reading Carrels and Lounge Area for Browsing and Relax Reading.

4.2.3 How does the library ensure purchase and use of current titles, print and e-Journals and other reading materials? Specify the amount spent on procuring new books, journals and resources during last three years.

S. No.	Year	Text and Reference		Journals and Periodicals		E-Resources	
		Total No. of Books	Total Cost	Total No. of Books	Total Cost	Total No. of Books	Total Cost
01	2014-15	565	95,000.00	47	44,450.00	01	5,000.00
02	2013-14	940	46,600.00	43	46,600.00	01	5,000.00
03	2012-13	215	3,970.00	23	15,200.00	01	5,000.00
Grand Total →		1,720	1,45,570.00	113	1,0,6250.00	03	15,000.00

4.2.4 Provide details on ICT and other tools deployed to provide maximum access to the library collection?

S. No.	Details	
01	OPAC	OPAC is made accessible for students and staff. Three computers are connected to Library database with LAN.
02	Electronic Resource Management Package for E-journals	The College has not subscribed ERM package for e-journals. However subscription of online e-journals within house and remote access is provided.
03	Federated Searching tools to search articles in multiple database	No
04	Library Website	Separate Website does not exist. However Library details are reflected on college website.
05	In house/Remote Access to e-publications	The database contains e-books and journals.
06	Library Automation	No
07	Total number of computers for public access	05
08	Total number of printers for public access	01
09	Internet Band Width Speed	10 Mbps

10	Institutional Repository	Yes
11	Content Management System for e-learning	Nil
12	Participation in Resource Sharing Networks	Nil

4.2.5 Provide details on following items:

- Average Number of walk – ins
- Average Number of books issued / returned
- Ratio of Library books to students enrolled
- Average Number of books Added during last three years
- Average Number of login to OPAC
- Average Number of login to e-resources
- Average Number of e-resources downloaded printed
- Number of information literacy trainings organized
- Details of “weeding – out” of books and other materials

Average number of walk – ins	2600 Per Month
Average number of books issued / returned	1122 Per Month / 1570 Per Month
Ratio of library books to students enrolled	8:1
Average number of books added during last	558
Average number of login to OPAC	520 Per Month
Average number of login to e-resources	1500 Per Month
Average number of e-resources	200 Pages Per Month
Number of Information Literacy Trainings	Nil
Details of “weeding – out” of books and other	142 Books so far

4.2.6 Give details of the specialized services provided by the library

- Manuscripts
- Reference
- Reprography
- ILL (Inter Library Loan Service)
- Information Deployment and Notification
- Download
- Printing
- Reading list / Bibliography
- In House / Remote Access to e-resources
- User Orientation and Awareness
- Assistance in Searching Databases
- INFLIBNET / IUC facilities

1	Manuscripts	No
2	Reference, Total number of Reference books	Yes, 1476
3	Reprography	Yes
4	ILL (Inter Library Loan Service)	No
5	Information Deployment and Notification	It is ensured by displaying on notice board and Library website.
6	Download	Internet facility is available in the library for downloading study and research materials.
7	Printing	Separate printer is provided for library staff.
8	Reading list / Bibliography	It is generated as per demand with the help of library software.

9	In House / Remote Access to e-resources	Both in house and remote access to e-resources are provided to CMS (College Management System) database.
10	User Orientation and Awareness	Orientation programs are organized at the beginning of each academic year for first year students.
11	Assistance in Searching Databases	Besides Orientation programs each library staff assists the user for OPAC search, KOHA, Del Net.etc e-journal / e-books database search etc.
12	INFLIBNET / IUC facilities	No

4.2.7 Enumerate on the support provided by the library staff to the students and teachers of the college.

Library staff provides support to all users with regard to their information and reference needs. The support can briefly be summarized as:

>> Reference service:

Student and staff are properly guided for their information need which helps them getting proper source.

>> Book Bank Service:

Book Bank Facility is provided to motivate the students towards higher education. Economically backward and good academic performance is considered for the same.

>> Catalog search:

Library staff helps the students for OPAC. Various library tools and database are also introduced in orientation programs.

>> E-resources:

Students and staff help the students for searching the database and downloading materials etc. Publisher Catalogues is circulated for recommending the new books and journals.

>> Reprography facility:

It is important facility given to staff and students.

>> Question papers:

Unsolved back years question paper of university examination is made available to the students for help.

>> Display in notice board:

The important information related to college activities which is published in newspapers (e.g. articles etc.) is displayed along with the important information like government vacancy etc.

>> Property Box:

It is available for the safety of college students who keep their belongings there.

4.2.8 What are the special facilities offered by the library to the visually / physically Challenged persons? Give details

Visually / Physically challenged persons are given priority for library services. Special attention and services are provided to the users with physical disabilities.

4.3 IT Infrastructure

4.3.1 Give details on the computing facilities available (Hardware & Software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system)

Computer-student ratio

Stand alone facility

LAN facility

Wi-Fi facility

Licensed software

Number of nodes/ computers with Internet facility

Any other

1	Number of computers with Configuration (provide actual number with exact configuration of each available system)	LIST ATTACHED
2	Computer-student ratio	1:2

3	Stand alone facility	5 PCs
4	LAN facility	For all PCs
5	Wi-Fi Facility	YES
6	Licensed software	YES
7	Number of nodes/computers with Internet facility	70

Number of computers with Configuration (provide actual number with exact configuration of each available system)

S. No.	Computer System	Configuration	Quantity
01	Computers availability status in the Institute with their configuration	1 HCL (Windows Xp3-P(R)	15
		2 Dual Core 2.20 Ghz	
		3 RAM - 1 GB	
		4 HDD -150 GB	
		5 M. M. Key Board	
		6 Mouse	
		7 19" TFT Monitors	
		1 ACER (Windows XP3-P(R)	60
		2 Core 2 Duo 2.93 Ghz	
		3 RAM - 3 GB	
		4 HDD - 320 GB	
		5 M.M. Key Board	
		6 Mouse	
		7 19" TFT Monitors	
Grand Total →			75
LAN facility: College has 75 computers with LAN connections. 10 Printers are used for printing facility.			

Licensed Software-

S. No	Name of Software
1	Microsoft Window XP Professional
2	Language Lab Software
3	Adobe Acrobat Reader
4	Antivirus

5	Microsoft Office
6	Tally 7.2
7	Oracle 9i
8	Open Source Software
9	Visual Basic 6.0
10	Photoshop

S. No	Name of Software	
1	Number of nodes/computers with internet facility	90
2	Projector	10
3	Laptop	05
4	Printers	10
5	Scanners	03
6	Interactive Board	Nil
7	Xerox Machine	01

4.3.2 Details on the computer & internet facility made available to the faculty & students on the campus.

Computer & internet is accessible from all departments such as library, office, different laboratories, account section, Principal chamber, Administrative Head Chamber, etc.

Wi-Fi facility also available for students & staff members.

4.3.3 What are institutional plans & strategies for developing & upgrading the IT Infrastructure & associated facilities?

The institutional planning for development and up gradation of the IT Infrastructure and associated facilities are as follows:-

- ⊕ Required software according to latest syllabus is upgraded.
- ⊕ Projectors and laptops have been added to upgrade the IT infrastructure facilities.
- ⊕ Latest hardware and software resources are upgraded on the basis of the new syllabus.
- ⊕ Internet facilities provided for each department.

4.3.4 Provide details on the provision made in annual budget for update, deployment and Maintenance of the computers in the college. According to the newly introduced syllabus computers are upgraded. The cost for Update, deployment and maintenance from last 3years is-

Year	Maintenance Cost	Update Cost	Deployment Cost
2012-2013	4,600.00	0.00	18,60,000.00
2013-2014	12,500.00	3,78,300.00	4,90,000.00
2014-2015	18,000.00	4,05,300.00	2,45,000.00
2015-2016	8,562.00	21,540.00	-

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer -aided teaching/learning materials by staff and students?

- ⊕ The College has broadband connections to provide internet facility. The computer and internet connectivity is available to staff and students to update the teaching/ learning resources.
- ⊕ The College has 10 projectors used in teaching with the help of Micro-soft power point presentation. The other audio/visual aids such as the laptops, projectors are also available for teaching and learning.
- ⊕ The College organizes training programs to staff and students in basic knowledge in Computer, MS OFFICE, handling and use of devices such as scanner, printer & projector.
- ⊕ Every department is having internet browsing facility for preparation of teaching/learning materials.
- ⊕ A seminar hall is equipped with Audio-visual facility.

- 4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

Access to on-line teaching-learning resources college has subscribed e-books and E-journals accessible both in-house and remotely. Students are given various tasks like projects, assignments, group discussions, debating and power point presentations. These tasks help them to learn independently. It also helps the teachers to evaluate the students. E.g., tutorials, seminars etc.

Classrooms with well equipped computer labs are available for computer aided teaching. Computer Department assistance- The computer faculties are available for any need based assistance in the use of on-line teaching-learning.

- 4.3.7 Does the Institution avail the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

No, the college does not avail the connectivity through National Knowledge Network Connectivity.

4.4 Maintenance of Campus Facilities

- 4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

- A] Building
- B] Furniture
- C] Equipment
- D] Computers
- E] Vehicles
- F] Any other

Particulars		Year 2015-2016 (in Rs.)	Year 2014-2015 (in Rs.)	Year 2013-2014 (in Rs.)	Year 2012-2013 (in Rs.)
1	Building	1,00,000.00	90,000.00	1,05,000.00	87,000.00
2	Furniture	15,000.00	20,000.00	17,000.00	12,000.00
3	Equipment	30,000.00	10,000.00	12,000.00	8,000.00
4	Computers	11,000.00	5,50,000.00	15,000.00	12,000.00
5	Vehicles	78,000.00	1,80,000.00	2,25,000.00	-
6	Any other	7,000.00	18,000.00	15,000.00	10,000.00

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

MAINTENANCE

1. Time to time supervision is carried out by the infrastructure supervision members comprising of teaching and non-teaching staff members. The details of the repair work information are given to the college authorities by proper channel as a result of which immediate steps taken for the same.
2. Annual maintenance contracts are made for equipments such as computers, water purifiers, printers etc.
3. Electrician (team) is attached to the college for maintenance of infrastructure.
4. Repair and painting of college building is carried out at regular intervals.
5. Maintenance of Garden is also kept in consideration. Time to time maintenance work takes place to keep the Garden update.

4.3.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

The departments linked with laboratories undertake calibration and servicing of the instruments before the session starts and also before the commencement of practical examination.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuation, constant supply of water etc)?

For constant water supply one pump with capacity of 2HP is utilized to a maximum possible extent. Adequate budgetary allocation is made for maintenance of furniture, electricity, water supply & pest control.

CRITERION V

STUDENT SUPPORT AND PROGRESSION

5.1.1 Does the institution publish its updated prospectus/handbook annually? If yes', what is the information provided to student through these documents and how does the institution ensure its commitment and accountability?

Yes, The College publishes the prospectus and its profile. This contains information about the college, various departments, various courses offered, list of faculty members and list of facilities such as Wi-Fi campus.

The college has also published a profile of all Departments at its website. This profile contains brief introduction of each department, their vision and mission, statement and their plans for the coming years. It is updated regularly.

5.1.2 Specify the type, number and amount of intuitional scholarships/free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

FREESHIP GIVEN BY COLLEGE MANAGEMENT -

Session	Name of the Student	Class	Amount	Total Course
2011-12	Ms. Divya Rungta	B.Com.	6,000.00	12,000.00
	Mr. Varun Sen	B.Com.	1,800.00	12,000.00
	Ms. Nupur Sharma	B.Sc. (CS)	1,800.00	12,000.00
	Ms. Sonal Gupta	B.Sc. (CS)	1,800.00	12,000.00
Total →			11,400.00	48,000.00

Session	Name of the Student	Class	Amount	Total Course
2012-13	Ms. Ankita Tiwari	BCA	3,000.00	20,000.00
	Ms. Vijeta Parappalli	B.Com.	3,750.00	15,000.00
	Ms. Ankita Yadu	PGDCA	2,700.00	18,000.00
	Mr. Domar Singh Rajput	PGDCA	2,700.00	18,000.00
	Mr. Jay Kumar Dewangan	PGDCA	2,700.00	18,000.00
	Mr. Manish Agrawal	PGDCA	2,700.00	18,000.00
	Mr. Neelkanth Dewangan	PGDCA	2,700.00	18,000.00
	Ms. Rashmi Yadu	PGDCA	2,700.00	18,000.00

Session	Name of the Student	Class	Amount	Total Course
2012-13	Ms. Chhama Dillwar	B.Sc. (CS)	1,500.00	10,000.00
	Mr. Gajendra Janghel	M.Sc. (CS)	3,000.00	20,000.00
	Mr. Ishwar Prasad Sahu	M.Sc. (CS)	3,000.00	20,000.00
	Mr. Vivek Mahobia	M.Sc. (CS)	3,000.00	20,000.00
Total →			33,450.00	2,13,000.00

Session	Name of the Student	Class	Amount	Total Course
2013-14	Mr. Lokasmine Banjare	PGDCA	2,040.00	20,000.00
	Mr. Pratiksha Sharma	B.Com	1,500.00	10,000.00
	Mr. Prateek Sharma	B.Com	1,500.00	10,000.00
	Mr. Sucheta Patra	B.Com	1,500.00	10,000.00
	Ms. Geetika Ajit	BBA	2,550.00	17,000.00
	Mr. Khushagara Jain	BBA	5,000.00	20,000.00
	Mr. Rajaram Sahu	M.Sc. (CS)	3,000.00	20,000.00
Total →			17,090.00	1,07,000.00

Session	Name of the Student	Class	Amount	Total Course
2014-15	Mr. Lokasmine Banjare	PGDCA	2,040.00	20,000.00
	Ms. Pratiksha Sharma	B.Com	1,500.00	10,000.00
	Mr. Rajaram Sahu	M.Sc. (CS)	3,000.00	20,000.00
	Mr. Santosh Kumar	PGDCA	2,500.00	25,000.00
	Ms. Darshana Soni	B.Sc. (CS)	1,500.00	10,000.00
	Ms. Gayatri Dilliwar	B.Sc. (CS)	1,500.00	10,000.00
	Ms. Simran Singh	B.Sc. (BT)	4,000.00	20,000.00
	Ms. Neha Thakur	BCA	5,000.00	20,000.00
	Mr. Karan Diwedi	BBA	6,250.00	25,000.00
	Mr. Vivek Kumar	BBA	2,500.00	25,000.00
	Ms. Anuja Khandewal	BBA	2,500.00	25,000.00
	Ms. Rinku Mishra	M.Sc. (CS)	3,000.00	20,000.00
	Mr. Sheshnarayan	M.Sc. (CS)	3,000.00	20,000.00
	Mr. Lekhchand Sahu	M.Sc. (CS)	3,000.00	20,000.00
Total →			46,290.00	2,70,000.00

Session 2015-16

So the above figure indicates that the numbers of beneficiaries are increasing every year.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections. Students with physical disabilities.

a) Services/facilities available for students from SC/ST, OBC and economically weaker sections.

- ⊕ Fee concession at the time of admission for EWS and sports personnel
- ⊕ Remedial classes
- ⊕ Book bank scheme

b) Service/facilities available for students with Physical disabilities

- ⊕ Special care and attentions are given to their requirements and needs
- ⊕ At the time of examination extra time is given as per university rules

c) Services/facilities available for overseas so far as there is no enrollment of such students in the institution, but if approached they will be provide good supports facilities.

d) Service/facilities available for Medical Assistance to students etc.

- ⊕ College organizes free dental checkup for students and faculties.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts. Efforts:

Teachers encourage students to work on projects based on successful entrepreneurs so as to motivate them to develop entrepreneurial skill for self employment. Study tours and industrial visits are organized for students.

i. Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debate and discussions, cultural activities etc.

- ⊕ Additional academic support, flexibility in examinations.
- ⊕ Special dietary requirements, sports uniform and materials.
- ⊕ Additional academic support, flexibility in examinations

Extra classes are conducted for students participating in sports and other activities.

Special dietary requirements, sports uniform and materials

- ✦ Students representing the institution are given separate institution jerseys.
- ✦ The sports equipment and materials are upgraded to benefit students.
- ✦ Institution provides free transport facilities for the students attending the tournaments.

The institution encourages students to participate in various activities through the following strategies:-

- ✦ Identification of the talents in the students is done through questionnaire.
- ✦ Short listing of students according to events and their interest.
- ✦ Lunch and breakfast facility during the practice sessions and the events.
- ✦ The outstanding performers are facilitated with certificate of merit and cash prizes at the annual day function.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams , give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET,SLET , ATE/CAT/GRE/TOFEL/GMAT/Central /State Service, Defense, Civil Services, etc.

- ✦ Our Library is well equipped with various books which helps the students to prepare for the competitive examinations
- ✦ All the teachers provide guidance to students as and when required for preparing for these competitive examinations.
- ✦ Workshops and seminars are organized to train students on how to prepare for competitive examinations
- ✦ Classes are conducted for group discussion and spoken English.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Academic counseling:

- ✦ One to one counseling
- ✦ Parent teacher meetings
- ✦ At class level, guidance of academic nature is provided
- ✦ Teachers give information about weightage to different chapters in different papers and also discuss about the nature of questions on the each topic.

Personal Counseling and Psycho-social counseling:

The teachers participate in academic counseling to great extent. This is found necessary because large numbers of students are either from nearby villages or lower strata where such guidance cannot be availed from parents. Teachers from our college are always aware of this situation. The teachers also help the students to solve their personal problems, if any.

Career counseling:

Various career oriented guidance lectures are also conducted through Career Guidance Cell.

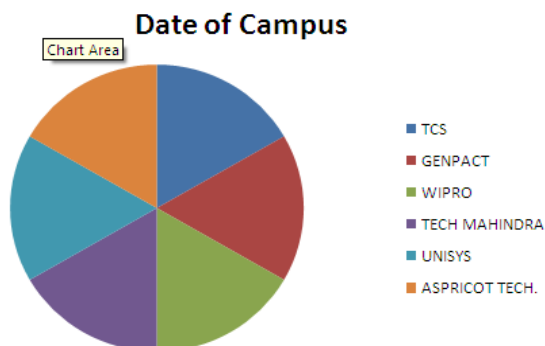
5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If Yes', Detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmers.)

Yes, the college has a placement and career guidance cell that provides services to the students. The placement cell extends its service to the students in career guidance and organizes lectures concerning career planning and invites companies for campus recruitment.

- ⊕ The information regarding vacancies offered by government and other agencies is displayed on the notice-boards. The students are guided about the job opportunities based on their qualifications.
- ⊕ Staff members and placement cell guide the student in formal and informal way for making Curriculum Vitae.

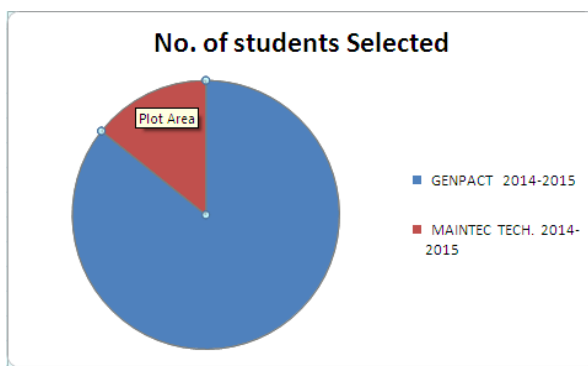
Career Guidance and Placement Cell of RCST has a MOU with various company concerns for placement, leading companies like TCS, GENPACT, WIPRO, TECH MAHINDRA, RELIANCE, etc. have already conducted campus interviews. We have two Teaching staff looking after the HR and they are mainly concentrating on the placement, here is a snapshot of the placement scenario of past four years.

Name the Organization	Date of Campus	No. of students Selected
TCS	2015	03
GENPACT	2015	19
WIPRO	2015	01
TECH MAHINDRA	2014	0
UNISYS	2015	0
ASPRICOT TECH.	2015	0



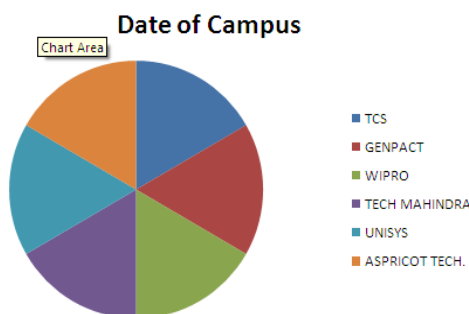
Details of the Campus Selection help during the session 2014 – 2015 are as under:-

Name the Organization	Company Logo	Date of Campus	No. of students Selected
GENPACT		2014-2015	06
MAINTEC TECH		2014-2015	01



Details of the Campus Selection help during the session 2013 – 2014 are as under:-

Name the Organization	Date of Campus	No. of students Selected
STAR UNION DAI-ICHI	2013-2014	04
GENPACT	2013-2014	0
XIPHIAS IMMIGRANTS	2013-2014	09
MAHINDRA FINANCE	2013-2014	02
NAI DUNIYA	2013-2014	06



5.1.10 Does the institution have a student grievance redressed cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, The College has a **Grievance Redressal Cell** to redress the grievances. The students approach the Cell to voice their grievances regarding academic matters, financial matters, health services, library and other central services. Grievances from the students, Teaching staff and Non-Teaching staff are dropped in the grievance boxes placed at various strategic points in the college.

The Cell redresses the grievances by sorting out the problems promptly. As a result of this mechanism, the college has a pleasant, ambient atmosphere and good work culture with an in-built goodwill and mutual understanding.

Grievances of the students redressed in the last three years:

- ✦ Introduction of new class rooms.
- ✦ A new Girls' Common Room with proper facilities.
- ✦ Better internet access via Wi-Fi for the students.
- ✦ More books pertaining to syllabus in the library.
- ✦ Introduction of remedial coaching classes for financially and socially backward students.
- ✦ Providing career counseling facilities for the students.
- ✦ Renovation of canteen and improvement of canteen facilities.
- ✦ Improvement of toilet facilities for the students.
- ✦ Improvement of drinking water facilities for the students.
- ✦ Improved facilities for indoor games.
- ✦ Anti ragging cell.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

There is a Committee (Women Cell) for dealing with issues related to sexual harassment of women (both staff and students). Women cell deals various issues including “Prevention of Sexual Harassment at Work place”. The Committee follows the guidelines for prevention of sexual harassment of women as per directives of Central/State Govts. and Vishakha Guidelines at work place.

Objectives of Women Cell

1. To promote and generate awareness about gender based discrimination, sexual harassment and other acts of gender based violence.
2. To fulfill the directives of the Supreme Court enjoining all employees to develop and implement a policy against sexual harassment at the workplace.
3. To provide campus environment free of gender-based discrimination, sexual harassment and other acts of gender-based violence.

However, no case has been registered before the Committee during the last four years.

5.1.12

Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes. There is an anti-ragging committee in existence in the college. No case has been reported during the last four years.

5.1.13

Enumerate the welfare schemes made available to students by the institution.

The welfare schemes are enlisted below:

- ⊕ Anti-Ragging Committee
- ⊕ Committee against Sexual Harassment
- ⊕ Medical assistance to students.
- ⊕ Support for “slow learners”
- ⊕ Scholarships and Free ships

5.1.14

Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, the college has a registered Alumni Association. *Alumni associations exist to support the parent organization’s goals, and to strengthen the ties between alumni and college.*

Aims and objectives

The aims and objectives of the Association are:

- ⊕ Bring the old students of college under one forum for exchange of experience, dissemination of knowledge and talents amongst its members and also for the furtherance of fellowship, advancement of scientific knowledge in general of the members of the Association and country.
- ⊕ To create and establish Alumni endowments for granting scholarships, prizes and medals to the students showing high proficiency in their studies and honor former students of the college.

5.2 Student progression

5.2.1 Providing the percentage of students progressing to higher education of employment (for the last four batches) highlights the trends observed.

Student progression	%
UG to PG	15 approx
PG to M.phil.	-
PG to PH.D.	-
Employed Campus selection Other than campus recruitment	- 1% approx Data not available

5.2.2 Provide details of the program wise pass percentage and completion rate for the last four year (Cohort wise/Batch wise as stipulated by the university)? Furnish program wise details in comparison with that of the

previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

**RESULT ANALYSIS
SESSION 2011-12**

S.No.	Class	No. of Students Appeared	Total Pass	Pass%	University Pass percentage
1	B.Sc – I (CS)	29	13	16	
2	B.Sc – I (BT)	63	25	44.8	
3	B.Sc – I (MB)	5	3	60	
4	B.Sc-II (CS)	12	10	80	
5	B.Sc – II (BT)	21	21	100	
6	B.Sc – II (MB)	3	3	100	
7	B.Sc-III (CS)	30	25	75	
8	B.Sc-III (BT)	21	21	100	
9	B.Sc-III (MB)	3	3	100	
10	BCA -I	33	11	22	
11	BCA -II	12	10	83.33	
12	BCA -III	20	16	80	
13	B.Com-I	51	17	33.33	
14	B.Com-II	22	10	45.45	
15	B.Com-III	19	14	73.68	
16	PGDCA -I	57	52	91.22	
17	BBA –I	15	13	86.66	
18	BBA II	16	04	21.06	
19	M.Sc II MB	17	11	64.70	

20	M.Sc II BT	20	20	100	
21	M.Sc IV BT	15	15	100	
22	M.Sc IV MB	10	09	90	

SESSION 2012-13

S.No.	Class	No. of Students Appeared	Total Pass	Pass	University Pass percentage
1	B.Sc - I (CS)	48	13	27.08	
2	B.Sc - I (BT)	22	11	50	
3	B.Sc - I (MB)	18	10	55.5	
4	B.Sc-II (CS)	29	8	27.5	
5	B.Sc - II (BT)	7	7	100	
6	B.Sc -II (MB)	9	9	100	
7	B.Sc-III (CS)	63	22	34.92	
8	B.Sc-III (BT)	7	7	100	
9	B.Sc-III (MB)	9	7	77.7	
10	BCA -I	51	13	25.4	
11	BCA -II	11	6	54.5	
12	BCA -III	10	9	90	
13	B.Com-I	52	23	44.23	
14	B.Com-II	16	08	50	
15	B.Com-III	13	13	100	
16	PGDCA -II	66	48	72.72	
17	BBA II	30	17	56.00	
18	BBA IV	11	4	36.00	
19	BBA -VI	12	12	100	

20	M.Sc III CS	01	01	100	
21	M.Sc IV BT	19	19	100	
22	M.Sc IV MB	17	17	100	

SESSION 2013-14

S.No.	Class	No. of Students Appeared	Total Pass	Pass	University Pass percentage
1	B.Sc - I (CS)	36	9	25	
2	B.Sc - I (BT)	18	17	95	
3	B.Sc - I (MB)	10	7	70	
4	B.Sc-II (CS)	48	14	29	
5	B.Sc - II (BT)	17	17	100	
6	B.Sc -II (MB)	7	7	100	
7	B.Sc-III (CS)	33	17	51.5	
8	B.Sc-III (BT)	17	17	100	
9	B.Sc-III (MB)	9	9	100	
10	BCA -I	34	13	38	
11	BCA -II	14	13	90	
12	BCA -III	11	8	72.7	
13	B.Com-I	60	17	28.33	
14	B.Com-II	25	13	52.00	
15	B.Com-III	08	02	25	
16	PGDCA -II	60	50	74.62	
17	BBA II	40	31	77.50	
18	BBA IV	25	20	80	
19	BBA -VI	03	03	100	
20	M.Sc II CS	04	03	75	
21	M.Sc IV	10	06	60	

SESSION 2014-15

S.No.	Class	No. of Students Appeared	Total Pass	Pass	University Pass percentage
1	B.Sc - I(CS)	21	3	15	
2	B.Sc - I(BT)	20	15	75	
3	B.Sc - I(MB)	14	9	64.2	
4	B.Sc - II(CS)	13	12	90	
5	B.Sc - II(BT)	19	19	100	
6	B.Sc - II(MB)	11	11	100	
7	B.Sc-III(CS)	13	9	68.20	
8	B.Sc-III(BT)	10	7	70	
9	B.Sc-III(MB)	9	7	77.7	
10	BCA-I	21	3	14.2	
11	BCA -II	13	12	90	
12	BCA -III	13	9	69.2	
13	B.Com-I	92	57	61.95	
14	B.Com-II	22	12	54.54	
15	B.Com-III	21	16	76.20	
16	BBA II	33	27	81.8	
17	BBA IV	35	34	97.50	
18	BBA -VI	25	18	72	
19	M.Sc II CS	04	02	50.00	
20	M.Sc II MB	04	04	100	

5.2.3 How does the institution facilitate student progression to higher level of education and /or towards employment?

The college facilitates student progression to higher level of education and towards employment through regular motivation and counseling by faculty members of the departments and other senior members of the college. In addition Career Guidance Cell of the college also organizes special lectures and training programs and career fair with the help of experts from both in and out of the institution.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

We provide support to the student at risk of failure by conducting following programs

A. **Alternative Learning Programs –**

Alternative Learning Programs are defined as services for students at risk of truancy, academic failure, behavior problems, and/or dropping out of college. Alternative learning programs provide individualized programs outside of a standard classroom setting in a caring atmosphere in which students learn the skills necessary to redirect their lives.

Alternative learning programs may also

- ✦ Address behavioral or emotional problems that interfere with adjustment to or benefiting from the regular education classroom.
- ✦ Provide smaller classes and/or student/teacher ratios.
- ✦ Provide instruction beyond regular college hours.
- ✦ Provide flexible scheduling.
- ✦ Assist students in meeting graduation requirements other than course credits.

B. **Early Identification and Intervention Programs:**

Early identification and intervention programs seek to recognize students who may face problems and prevent those problems before they become severe.

C. **Counseling for At-Risk Students:**

Counseling for at-risk students focuses the skills of counselors on preventing the students facing problems which can lead to dropping out. Counselors identify at-risk students and follow up the students to adhere them to acknowledge and to provide them proper support for their academic enhancements to their courses and personality development.

D. Behavior Improvement Programs:

Behavior improvement programs seek to improve discipline in the college through a variety of approaches, with the ultimate goal of greater self-discipline. The emphasis is on increasing the ability of teachers to handle discipline within their own classrooms. The programs focus on reduction of disruptive behavior and provide classroom instruction as well as counseling in a therapeutic setting.

E. Academic Enhancement Programs:

Academic enhancement programs are designed to accelerate the learning of students who are falling behind their peers in academic achievement. Through remediation, accelerated learning, continuous progress learning, and other enhancements, the goal is to increase achievement while keeping these at-risk students a part of the overall educational program.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- ✦ A number of students have won prizes in various activities like singing, instrumental music, drawing, painting, debates, co-acting, group dances, drama, folk-dances, mimicry, skits, rangoli, interior decoration, cooking and culinary arts, and flower arrangement etc.
- ✦ The details of the various extra-curricular activities and Youth Festivals organized/participate by our college are discussed in 5. The institution also organizes cultural programmers to nurture and update the students' talents at Department /College /level.

**LIST OF CULTURAL EVENTS
(Participation - Last Two Years)**

S.No.	Event	2012-13	2013-14
1	MEHANDI COMPETITION	03	03
2	ANTAKSHARI COMPETITION	04	03
3	SOLO SONG COMPETITION	03	05
4	SOLODANCE COMPETITION	04	06
5	GROUP COMPETITION	02	06
6	RANGOLI COMPETITION	09	08

Sports and Games Activities:

The students who are proficient in sport are given the following incentives:

- ⊕ One seat is reserved for such students during admission process.
- ⊕ They are given additional coaching, sport kits. They are provided with travel support then they represent the institute at regional and national level. They are also supported with attendance in case of shortage if any.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions/

- ⊕ We seek formal feedback from graduates of our college
- ⊕ Formal feedback taken when students come to take their convocation certificates.
- ⊕ All feedback are analyzed and used for continuous improvement process.

5.3.5 Does the college have a student council or any similar body? Give details on its selection, constitution, activities and funding.

Yes, institution has “Students Council”. Students union is formed as per Ordinance of department of higher education of the state government. In this body president, vice president, Secretary, joint-Secretary and other office bearers are nominated according to merit basis; the students union consists of (a) Students Council (b) Activity Societies. These are also nominated bodies. The Principal of the college is the patron of the Students Union.

5.3.6 Give details of various academics and administrative bodies that have student representatives on them.

The Institution has separate alumni association. They usually meet once a year and conduct academic events.

- ✓ Student Council
- ✓ Library Committee
- ✓ Anti-ragging Committee
- ✓ Facilitating placement drives in the campus

5.3.7 How does the institution network and collaborates with the Alumni and former faculty of the Institution.

- ⊕ It also helps to develop a database of all the alumni with information



about their employment, their employers and nature of their present work, contact addresses, phone numbers and e-mail IDs. Such information helps the present students to contact the alumni for suitable placement. This database also enables the departments to obtain the feedback information from the alumni and their employers. Such information provides important inputs for revision, modifications and in the university through prier channel.

- ✦ Some of the alumni have contributed generously for various academic events on the campus. The alumni associations have developed tremendous good will between the departments and the alumni.

5.3.8 Any other relevant information regarding Student support and progression which the college would like to include.

Nil

CREITION -VI

6.1 INSTITUTIONAL VISION AND LEADERSHIP

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The vision and mission of Rungta College of Science & Technology, Durg are as follows:

Vision

To contribute to the progress of the state, nation and humanity as a whole by providing education through research and innovation to the future citizens and creating a new order of peace and prosperity. ”

Mission

“To pave a path for the student to trade confidently, gaining knowledge and skills that they may use to take the nation to the pinnacle of success.”

Core Value

Rungta College of Science & Technology shall exhibit

- ✦ The college imparts quality education through traditional & innovative learning practices.
- ✦ The institution provides a dynamic and creative environment, to tap and nurture talent development of professional skills and all around personality.
- ✦ We provide education that is flexible and adapts to meet the emerging needs of society.
- ✦ Imparting quality education through traditional and innovative learning practices.
- ✦ The institution inculcates good moral values and a sense of nationalism in keeping with the glorious heritage of the institute.
- ✦ The institution has craved its name by its determination to build a society replete with fertile brains and upright citizens.
- ✦ The institution aims to provide skilled techno graphs and competent professionals.
- ✦ We create a learning environment in the institution's campus for making the students dynamics and vigorous to exploit existing technology extensively.



- ✦ The college aims to motivate the students to make them socially responsible citizens and to bring out their creative potential nurture the spirit of critical thinking.
- ✦ To provide quality education by making accessible to all sections of society.

Institutions Distinctive Characteristics

Rungta College of Science & Technology is started with the prime motive of imparting quality education to young minds. In our esteemed entrusted institution, our faculties are composed professionals with notable field experience. Rungta college of Science & Technology has its own intellectual growth and development. The enthusiastic team of faculties provides a scholarly environment and their individual guidance and counseling ensures progress of every student.

Addressing Needs of Society

Education is the image and reflection of the society so our first step in improving education is to recognize that the problems concerning our college is rooted in the way our society is organized. Our main aim is to provide education to meet the needs of the society to create a responsible citizen of the society.

Institutions Tradition and Values

Our Institute encourages students to organize cultural activities which provide a full measure of opportunities to students for their artistic and theatrical pursuits which form the tradition and values of cultural life. Through these practices college always tries to produce a responsible citizen of the society with good and authentic values. Since, its establishment the institute has evolved a strong tradition of academic excellence that is tempered with social responsibility.

Vision and mission are communicated to students, teachers, staff and other Stakeholders through:

1. Our mission is to impart value oriented quality education with emphasis on national integration.
2. To develop a student as a good human being with well rounded personality, scientific mindset and global outlook.
3. Our quality education calls for involvement of our stakeholders, management, teachers, students, parents and the community. In our mission we are committed to continually improving our quality management system.

4. Educational leadership and scholarly achievement is its mission.
5. Through its students to develop a capacity to think, lead and change the world.

Organizational Goals:

- ⊕ To provide a dynamic learning environment to its students to pursue excellence, gain knowledge and acquire skills to achieve their goals.
- ⊕ To develop the intellectual, social, physical and aesthetic sense in students which is fostered to enhance their quality of life?
- ⊕ To develop a spirit of enquiry and keen healthy competition in students.
- ⊕ To encourage students to contribute to decisions about their own future.
- ⊕ To develop a high level of co-operation and support between the parents and the Institute.

Future

- ⊕ Rungta College always strives to provide its students a cutting edge in education. Rungta College has plans to enhance both in academic and in technical collaboration.
- ⊕ It has plans not only to impart knowledge to students in their skill sets; but also it inculcates in each one of them the love for mankind.
- ⊕ It has plans to adopt some of the neighboring villages and to launch some innovative educational programs and health care schemes to improve their quality of life. It has plans to meet the needs of young minds of the 21st Century.

6.1.2 What is the role of top management, Principal and Faculty in design and Implementation of its quality policy and plans?

The management of the College is dynamic, democratic and shares responsibilities thereby contributing to good administration. The Governing Body of the College (constituted according to UGC Norms) has a democratic structure consisting of an elected Chairman, Principal and Vice Principal Meetings are held at regular intervals and all academic/administrative decisions are made therein.

6.1.3 What is the involvement of the leadership in ensuring?

- ⊕ **The policy statements and action plans for fulfillment of the stated mission**

The Governing Body is always aware of the need to fulfill the mission and takes steps to bring about better governance. The Principal as the

head of the institution chairs meetings of all sub-committees and makes all teachers, staff and students aware of the mission. The College has been able to provide relaxation in fees to underprivileged students and provides financial resources for all student activities. Though the college is self financed management provides fund for meeting requirements of all areas to fulfill the mission.

✦ **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.**

The various activities/operations are appropriately allocated to different sub-committees consisting of teaching, non-teaching and student members. Sub-committee meetings are held regarding all academic and co curricular activities which are chaired by the Principal and he provides guidance and suggestions for all College activities.

✦ **Proper Support for policy and planning through need analysis, research inputs and consultations with the experts.**

The Principal makes himself available for interaction with all constituents of the institutes on all working days. He interacts personally with all staff and students and also meets parents/guardians. The Principal as the head of the institution maintains direct contact with all members of the staff who feel free to discuss with him institutional matters as well as personal issues. The Principal seeks suggestions from the staff regarding various needs of the institution, both formally and informally. There is a system of getting feedback from all stakeholders through questionnaires. Discussion with the Principal, sometimes through the faculties and otherwise individually or in groups held in the Principal's office, help teachers and staff to address the needs of students in particular and the institution in general. The Principal meets parents/guardians whenever they come to discuss the needs. Such consultations enable the head of the institution to have first-hand knowledge about the needs of the institution which can be subsequently placed before the management for appropriate policy formulation.

✦ **Reinforcing the culture of excellence**

The management takes active interest in ensuring that seminars, workshops, sports, cultural activities, felicitation programs, career counseling, are held regularly to reinforce the culture of all round improvements of students. For academic purposes students are encouraged to aim higher and perform their best. The efforts in this

direction have been fruitful as the students from rural and underdeveloped parts of the state have performed consistently well in the exams.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

Policies and plans drawn up through consensus in the Management meetings are reviewed during confirmation in the subsequent meetings along with the Action Taken Report placed by the Principal. Academic issues are discussed and reviewed in the Teachers Council wherein the Principal also reports academic, infrastructural issues discussed and resolved in the Governing Body. There are different committees for different activities of the College where various developments are reviewed and future activities are determined. Notices are put up for each meeting at least one week before and minute books are maintained for recording proceedings of each meeting. Above all, the IQAC of the College guides and monitors as well as evaluates the policies and ensures implementation of plans and policies as detailed in section 6.5.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The Principal as head of the institution leads the College in all activities. As the academic and administrative authority, he plays a central role in governance and management of the institution. The Principal is directly involved in academic activities and takes four classes per week.

The Principal by virtue of his leadership motivates the teaching and nonteaching staff to complete regular assignments and to participate wholeheartedly in developmental activities of the institution. Thus, all academic activities are reviewed under his guidance and leadership.

6.1.6 How does the College groom leadership at various levels?

Leadership quality is groomed among the staff through delegation of authority to the conveners of various sub- committees. The student representative in the Governing Body gets the opportunity to take part in decision making and thereby acquire leadership quality. The elected student representatives are in charge of organizing the College Fest which involves leadership skill .Other students are groomed in leadership through their participation in organizing cultural programs.

6.1.7 How does the College delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The heads of departments hold meetings at regular intervals with departmental faculties for syllabus distribution and allocation of other departmental work. The departments thus enjoy operational autonomy to a considerable extent.

The College office is run by the Head Assistant to whom authority is delegated for allocation and supervision of work done by Group C and Group D staff. The Librarian enjoys operational autonomy in day to day functioning of the library. The Principal thus allot authority to teaching and non-teaching staff.

6.1.8 Does the college promote a culture of participative management? If Yes, indicate the levels of participative management.

Yes, The College promotes a culture of participative management. The highest authority is the Governing Body members representing teaching, non-teaching staff and students participate in the management of the institution. All teachers are members of the Teacher's Council and elect a secretary for each academic session. The Secretary, Teachers' Council, as the link between the teachers and the Principal, co-ordinates institutional activities. All teachers being members of the Teachers' Council participate in management. All teaching and non-teaching staff and students as members of different subcommittees and of the IQAC participate in the management of the institution.

6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

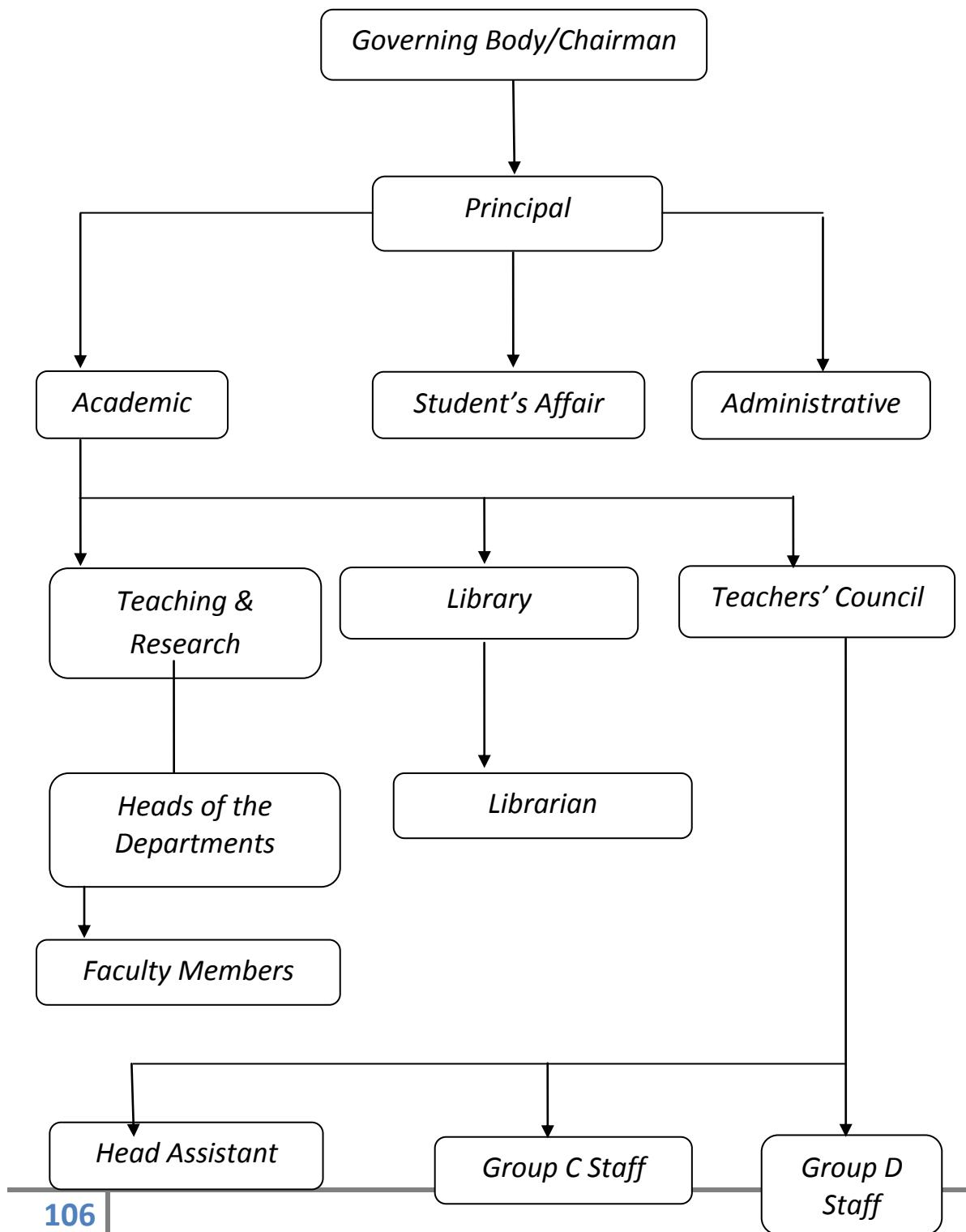
The College is committed to provide quality education and to this end policies are formulated by the Governing Body of the College. The policies are executed and implemented in a decentralized manner through the Teachers' Council and different administrative and academic sub-committees comprising of teaching and non-teaching staff under the leadership of the Principal. The type of administration followed is democratic and participative management is encouraged. The IQAC plays a leading role in proposing quality sustenance and quality enhancement policies and also reviewing the same.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The perspective plan for development of the College includes the following:

- To enroll for the new courses of studies.
- Acquiring a second campus and building a hostel for outstation students. The policy decisions in this regard have been initiated in the Teachers' Council and subsequently approved by the Governing Body.

6.2.3 Describe the internal organizational structure and decision making processes.



MEMBERS OF GOVERNING BODY

(w.e.f. 09.01.2014 to 08.01.2016)

S. No.	Constitution of Governing Bodies	Members name with their designatioion
1	President/Chairman of Governing Body	SHRI SANJAY RUNGTA
2	Two Members appointed by foundation society	SHRI SAKET RUNGTA SMT. HARSHA RUNGTA
3	Two Representative of University	DR. B K SHARMA DR. RADHA PANDEY
4	Nominee of State Government	ADDL. DIRECTOR, HIGHER EDUCATION
5	Two representatives of Teachers	MRS RITA GUPTA MRS NEELU JAIN
6	Principal of the College (Ex-Officio Member Secretary)	DR. G.D.SAO

The function of the Governing body is to ensure improvement and up gradation of existing curricular or co-curricular activities.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

The quality improvement strategies of the institution are as follows:

Teaching & Learning

- 1) Development of e-resources and greater use of audio-visual aids in teaching.
- 2) Departmental seminars and invited lectures by experts.
- 3) Mentoring & monitoring of students.
- 4) Remedial classes for slow learners & economically backward students.
- 5) Training/Re-training of faculty through workshops/seminars/refresher and Orientation programs.

Research & Development

1. Enhancement of qualification of teachers through M.Phil, Ph.D, programs, Short-term certificate/Diploma courses and other faculty improvement programs.
2. Introducing the system of appreciation for faculty in recognition of publication in refereed journal.

Community engagement

Extension activities undertaken for reaching out to those in need through the NSS unit, Social Service sub-committee and the Gender Sensitization Cell, are sought to be further strengthened through linkages established other institutions involved in community work.

Human resource management

The quality of human resources available is sought to be continuously upgraded through training/re-training and proper encouragement and motivation. Optimal utilization of human resources is achieved as all staff is involved in various institutional activities as members of different committees. Inter-departmental cooperative schemes exist wherein faculty of some departments have additional teaching assignments in other departments based on inter-disciplinary nature of the undergraduate curriculum in some courses offered by the institution. Students are encouraged to participate in co-curricular and extra-curricular activities so that their talents may be groomed along with academic performance.

Industry interaction

The interaction with industry through projects, internships, field visits and industrial training as part of the post & undergraduate curriculum Microbiology & Biotechnology, Management and Computer Science. As Computer Science provides the job opportunities in IT sectors the placement tie-ups with various IT firms provides the students the benefit from industrial exposure. The Microbiology and Biotechnology are threshold subjects in the area of Pharma & Medical industry, Food, Dairy & Fermentation industry. The industrial visits makes students aware of the working culture and challenges associated with the respective industry.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Principal ensures the availability of adequate information for the top management through the system of annual Self-Appraisal for teachers/non-teaching and feedback from students. He maintains personal contact with the staff and students. The information obtained on various aspects of institutional activity is compiled and placed as the Academic & Administrative Report in the meetings of the Governing Body.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

For the flawless functioning of the College there are various sub-committees and cells entrusted with different aspects of academic, administrative, cultural and extension activity. There is a convener heading every sub-committee/ cell comprising of student, teaching and non-teaching staff. Every activity of the College is managed and monitored by a separate committee which increases and ensures efficiency of each activity.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

During 2015-16, meetings of the Governing Body have been held. The important resolutions adopted (other than routine matters) in these meetings are given below:

The Governing Body in its meeting held on 11/05/15 resolved that –

- ⊕ Recommendations of the Finance Committee pertaining to the Budget for the forthcoming financial year shall henceforward be placed in the Governing Body for approval before the closure of the current financial year.
- ⊕ Appointment of Teaching and Administrative positions by Selection Committee:

Teaching and Administrative positions by Selection Committee		
1	Principal	Dr.G.D.Sao
2	Reader	Dr. Jabir Khan
3	Assistant Professor – MA/M.Ed.	Ms. Mauli Chakravotey
		Ms. Shailaja Pawar
		Ms.Rajwant Kaur
4	Assistant Professors for BA/B.Ed	Ms. Priyanka Chaturvedi
		Ms. Smirtirani Yadav
		Ms. Ranjana Tripathi
		Ms.Pratibha Thakre

Recommendations of Governing Body in its meeting held on 20/06/2015 chaired by Mr. Sanjay Rungta.

- 1) Director Physical Education (Recruitment of Sports Officer, Asst. Professor Chemistry, Asst. Prof Management,

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Nil

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The College has a Grievance Cell where complaints can be registered by students, staff or other stakeholders. The Cell is chaired by the Principal and comprises of a faculty member and a non-teaching staff member. The Secretary, Teachers' Council, is an ex-officio member of the Grievance Cell. A Grievance Box is placed near the Principal's room and at every department for receiving grievances.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

Nil

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Student feedback on institutional performance is systematically analyzed by the IQAC at the end of each academic session. The analysis is done on a ten point scale and comparison between years is made on each aspect of institutional performance.

The most recent response to the analysis of student feedback is the increase in Reading Room capacity.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The College makes all round efforts to enhance the professional development of its staff. The faculty is encouraged and granted leave to attend UGC sponsored Orientation Programs and Refresher Courses organized by Academic Staff Colleges of different universities which enable the faculty to be acquainted with the latest developments in their respective disciplines.

Faculty participation in seminars/workshops/conferences related to teaching and/or research is also encouraged. The College has a budgetary provision of Rs. 2,000/- p.a. for each department to organize departmental seminar/workshop or special lectures.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The newly recruited teachers received training by participating in UGC sponsored Orientation Programs while the existing teachers are re-trained in their respective disciplines and areas of specialization by participating in refresher courses organized by the Academic Staff Colleges of various universities. Non-teaching staff is sent for training programs as and when such programs are organized by the affiliating university/other institutions. The basic strategy adopted for empowerment and motivation of employees for the roles and responsibility performed by them is the decentralization of authority wherein all staff is involved in academic, administrative and other activities as members of various sub-committees/cells. Commendable work done by any employee earns due recognition and acknowledgement from the authority.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Performance appraisal of the teaching staff is done through self-appraisal and student evaluation. The faculty submits annually self-appraisal by filling up a structured questionnaire containing questions relating to academic research, teaching and University examination related assignments as well as extracurricular activities. Each individual teacher maintains a self-appraisal diary on a daily basis. The final year students fill up questionnaires to evaluate individual teachers. The Principal reviews the self-appraisal and student evaluation of all members of the faculty.

The performance of staff is reviewed in detail at the time of promotion to the next higher scale of pay when the performance appraisal report duly endorsed by the Principal has to be placed before the Screening Committee.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The performance of students is communicated to them by the departmental teachers. Parents/guardians are also kept informed about the performance of their through parent- teacher meetings held biannually. The Principal

communicates with the faculty after reviewing their performance appraisal reports. The achievements of faculty are acknowledged and shortcomings, if any, are pointed out for rectification and improvement. The non-teaching staff is informed about the review of their performance by the Principal who acknowledges sincere efforts made by the staff and also points out negligence, if any, on the part of any employee so that the same can be overcome.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Free ship is provided to the pupil of any staff pursuing undergraduate study in this institution. One member of the non-teaching staff has availed of free ship for his pupil during the last four years.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

Three faculty members have Ph.D. and three faculties have qualified net exam. Two faculties are pursuing Ph.D. The six faculties have been selected & working under section 28 of UGC. The College also appoints temporary faculty having requisite UGC qualification through interview by a duly constituted selection committee in order to attract well qualified faculty. A congenial atmosphere exists for teaching and research in this institution. A well endowed library, computers with Internet facility are the major infrastructural facilities provided to the faculty. Institutional encouragement for qualification enhancement in the form of granting permission and requisite leave for participating in faculty development programs is influential in attracting and retaining dedicated faculty. Above all a peaceful atmosphere free from political and other disturbances enables the institution to attract and retain competent faculty.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The highest authority for financial decisions is the Governing Body. The Finance Committee constituted by the Governing Body comprises of the Principal as Chairperson, and teaching, non-teaching representatives to the Governing Body. The Finance Committee examines the proposed institutional budget for each academic session along with the actual income-expenditure statement of the previous year and makes recommendations to the Governing Body. Expenditure proposals not included in the budget are also placed before the Finance Committee for recommendation and finally approved by the

Governing Body. There is a Tender and Purchase sub- committee for putting up Tender Notices, examining tenders and selecting on the basis of correct application and comparable lowest cost quoted for a product and/or job.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The College has its own internal audit mechanism operated by the internal auditor who is assisted by the Accounts section of the College Office. There is no audit objection for the year 2013-14.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed?

Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major source of institutional receipts/funding is student fees & self finance.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Nil

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

Has the institution established an Internal Quality Assurance Cell (IQAC)?

a. If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

An Internal Quality Assurance Cell (IQAC) was established in the College in December 2011. The College is committed to quality assurance in all activities. Quality assurance, in fact, is intrinsic in institutional policy. The IQAC has been influential in monitoring the quality sustenance and quality enhancement measures adopted by the institution. Before the initiation of the academic session, the IQAC obtains the plan of departmental activities as well as the record of departmental recital during the previous session, from all departments. The departments, therefore, strive to achieve their set targets regarding curricular, co curricular activities, faculty development initiatives etc. during the academic session.

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

The most important decision of the IQAC so far has been that the College should make efforts for implementing as many norms of the NAAC & UGC. This decision has been approved by the management. As a result, the following recommendations of the implemented so far

- i) Setting up NSS Unit in the College.
- ii) Enhancement of infra-structure.
- iii) Improvement of qualification of the faculty

The decisions of the IQAC for staff training, upgrade infrastructure, medical check-up and health counseling services for students & staff have also been approved by the management and these have actually been implemented.

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

- 1) Dr. Padma Agrawal (Principal, Mansa College of Physical Education & Education)
- 2) Dr.N.S.Baghel (Assistant Professor, Kalyan College,Bhilai)
- 3) Dr.P.K.Talapatra (Professor,RSR RCST, Bhilai)
- 4) Dr. Reena Kulshrestha (Professor,RCDSR,Bhilai)

d. How do students and alumni contribute to the effective functioning of the IQAC?

The IQAC at present comprises of one student member. The Secretary of the Alumni Association is also a member of the IQAC. He provides important suggestions regarding quality development initiatives to be adopted by the institution. The students participate earnestly in all curricular, co-curricular and extra-curricular activities according to departmental plans and thereby contribute to the effective functioning of the IQAC and the institution as a whole.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC comprises of members from different constituents of the institution which enables effective communication of all decisions. Members representing the administrative staff, technical staff, support staff and faculties communicate to their respective sections, the IQAC plans for development of the institution.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The institutional framework for quality assurance of academic and administrative activities comprises of the Governing Body, the Teachers' Council and various sub-committees. Academic and administrative decisions when taken in the Teachers' Council meeting are subsequently reviewed in the meetings of the Academic sub-committee and Teachers' Council. The distribution of work among the various sub-committees ensures effective functioning of the institution. The Conveners of the sub-committees and the Teachers' Council Secretary undertake the responsibility of co-coordinating the activities of the sub-committees.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The need for providing special training to staff for effective implementation of the Quality assurance procedures has not yet been felt. However, the workshops organized by the IQAC periodically serve to motivate the staff towards quality improvement initiatives.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

External review of the academic provisions has not been undertaken so far. However, the head of the institution places the academic and administrative report at every meeting of the Governing Body. The IQAC collects information from all departments, information relating to curricular and co-curricular performance, faculty development initiatives, etc. Such information is then compiled as an annual report for reviewing the performance during the year.

6.5.5 How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The internal quality assurance mechanisms are aligned in accordance with the requirements stipulated by the NAAC. The IQAC of the College endeavors to ensure that the institution follows the path of quality assurance, sustenance and improvement as laid down in the NAAC guidelines.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institutional mechanisms for continuously reviewing the teaching learning process are:

i) Discussion on the academic report placed by the Principal in the Governing Body meetings.

ii) Discussion on the performance of students in internal examinations at the meetings of the Academic sub-committee and of the Teachers' Council.

iii) Analysis of the annual self-appraisal of teachers and of the feedback from students.

iv) Discussion with parents in the parent-teacher meetings.

Such review helps to overcome short-comings, if any, in the teaching-learning process and to ensure quality enhancement.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The institutional quality assurance policies and mechanisms are in-built into the regular functioning of the institution and hence communicated to stakeholders through the College prospectus and the official website. Students and their parents are continuously made aware of these policies and mechanisms, also by the teachers and other staff. Articles and reports for this purpose are also published in the College magazine, 'Blooming Minds'.

CRITERIA VII

INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The college has conducted internal green audit and a lot of efforts were put in to make the campus environment clean and green. The college looks after the environmental planning and its execution. The green audit had conducted every year on the basis of following parameters and methods.

Parameters of Auditing

1) Plantation

- ✦ **Plantation programs in the college campus:** Tree plantation purifies the air as natural resource, maintaining ecological balance.
- ✦ Plantation of Medicinal plants with variety of applications are being planted at the College Campus. Such as Ashwagandha (*Withania somnifera*), Cinnamon (*Inemonum qurum*), Bramhi (*Bacopa monnieri*), Ratrani (*Nyctanthes arbortristis*) and Chiraita (*Swertia chirayaita*).
- ✦ Maintenance of the existing and newly planted plants.
- ✦ Potted plants: We plot plant like marigold (*Tegitus errecta*), Calotropis (*Calotropis procera*), Mint (*Mentha arvensis*), Rose (*Rosa alba*) and Black pepper (*Piper nigrum*) so as to maintain greenery and eco-friendly environment.
- ✦ Fencing plantation: To prevent plants from the interference of students.

2) Electricity conservation

Use of CFL, LED bulbs, tube lights for conservation of energy. Ventilated classrooms and laboratories for good aeration.

3) Water Usage

Provide purified drinking water with water cooler and Water saving taps. We use waste water for plantation to conserve and utilize water.

4) Cleanliness drive

The cleanliness drive may contain activities like making the college campus plastic free zone, recycling; planting trees, spreading awareness, making groups, assigning tasks to the groups have specific goals. It motivates our students and staff members to involve themselves in the cleanliness drive and convey them, why it is important to maintain cleanliness. Students start involving themselves in the drive and hence the responsibility of a teacher increases. Teachers should organize the activities and evenly assign them to the students.

5) Environmental Awareness program

Activities for raising environmental awareness:

Nukkad Natak, Prabhat Pheri and Poster Exhibition: The 'Eco Club' has performed the "Nukkad Natak" with the members of eco club dealing with environmental issues in different public platforms.

Selection of Environmental Films and Documentaries:

Environmental documentary films are selected and discussed on regular intervals. Environmental conservation film that serves as a call to action, aiming to motivate students, staff members as well as communities. Documentaries remind us that our idea of the natural and perfect state of things, generally as they relate to our forests and ecosystem.

Numerous resources are available to promote environmental awareness; group learning (in or outside of class), informational and inspirational seminars and environmental books are just a few of the tools that can get you involved in promoting the environment.

Method of Auditing

The institute takes review of these parameters of green audit every year.

- ⊕ It identifies the activities to be undertaken for the prioritized parameters.
- ⊕ Institute plans to implement these activities through various extension programs.

The statement of the green audit for the last three years is as follows:

Parameters	Self-audited status of parameters for 3 sessions			Average status of the parameter
	2012-13	2013-14	2014-15	**** /*** /**
Plantation				
New plantation	√	√	√	****
Potted plant	√	√	√	****
Fencing plantation	√	√	√	****
Medicinal plant	√	√	√	***
Ornamental plant	√	√	√	***
Electricity conservation				

Use of CFL bulbs, tube lights of lesser watts	√	√	√	****
Ventilated classrooms and Laboratories	√	√	√	****
Water Usage				
Filtered (purified) drinking water	√	√	√	****
Water saving taps.	√	√	√	****
Cleanliness drive				
Cleanliness drive to remove polythene and wastes	√	√	√	****
Use of displays	√	√	√	****
Use of dustbins	√	√	√	****
Sanitation	√	√	√	****
Drainage	√	√	√	****
Environmental Awareness program				
Environment studies are included in curriculum.	√	√	√	****
Guest/ popular lecture on environment awareness	√	√	√	***
Continuous Plantation periodically	√	√	√	***
study tours Industrial visits/	√	√	√	***

7.1.2 What are the initiatives taken by the college to make the campus eco friendly?

- ✦ Energy conservation
- ✦ Use of renewable energy
- ✦ Water harvesting
- ✦ Efforts for Carbon neutrality
- ✦ Plantation
- ✦ Hazardous waste management
- ✦ e-waste management

The college campus is totally environmental friendly. For this the management, the head of the institution and the whole staff is committed because of their commitment and involvement. This apart, the institution has taken several other steps/initiatives to make the campus eco-friendly.

- ✦ **Energy conservation:** The college campus is pleasant. The college classrooms and laboratories are well ventilated with good aeration. We have TUBE LIGHTS, CFLs, and LEDs in the college. This will help a lot on Conservation of electricity.
- ✦ **Rain Water harvesting:** Yes
- ✦ **Check dam construction:** Nil
- ✦ **Efforts for Carbon neutrality:** Plastics are banned inside the college campus. Our college campus is plastic free zone, which makes the campus eco friendly. The college has taken up certain steps to prevent the emission of carbon dioxide such as waste papers are not allowed to be put on fire rather they are disposed off etc., while printing the pre-final copy for several documentations, notices and circulars, the already used pages with one side print is used again (in the alternative page for printing).
- ✦ **Plantation:** Efforts are taken to keep the college campus green by planting in and around the surrounding. Periodically saplings are planted on the campus by students and staff of the college. Students and staff also take part in planting trees on the rural areas with the help of various programs organized by our college.
- ✦ **Hazardous Waste Management:** Chemical wastes are handled with care and offload with precautions. Gas-storage and handling is done with care. Carcinogenic chemicals are utilized with minimum quantities with utmost precautions. Bacteria, Virus, Fungi are sterilized in autoclave before discarding. Chemicals with fumes are handled with care using gloves and masks.
- ✦ **E-waste management:** Computers and peripherals are sorted and exchanged with new purchases. UPS batteries are recycled with care.

7.2 Innovations

7.2.1 Given details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Multifaceted Evaluation:

College had adopted an effective methodological evaluation system which produces a good reliable data. Evaluation system involves different norms of continuous assessment like monthly test, assignments, project reports, seminar presentations, group discussions etc.

Free Special Extra Classes:

- ✦ Special extra classes arranged for the students to help them appear for



competitive exams held on regional level – a special Competitive Exam. Guidance Centre is run by the college. College conducted a General Ability Aptitude test to prepare them for future examination.

- ✦ Few on line test are conducted which is based on MCQs.
- ✦ A scheme for providing remedies to students belonging to Scheduled Castes (SCs) is being implemented. Similar schemes are also being implemented to provide remedies to students belonging to other backward classes (OBCs), minorities and weaker students. With a view to ensure effective implementation and monitoring and to assist the students in a better manner, the separate remedy schemes for SCs, OBCs, Minorities and weaker students were amalgamated and a combined Scheme, namely remedy and Allied Assistance for Weaker Sections including Scheduled Castes, Other Backward Classes and Minorities had introduced.

Aspire Teachers Association:

Organization work with the schools, old-age home to spend valuable time with them and inculcating the habit of social service amongst our members. These are rendered for the sheer joy of contributing meaningful to the improvement of society.

Achievements of Aspire Teachers Association:

- ✦ Digital Communication: College has created its own WhatsApp Group account for dissemination of various information such as date of monthly test, practical dates etc., or any other information to students from time to time within few spare of time and through Bulk Message Facilities, the name of the WhatsApp group – RCST DURG.

Establishment of Human Resource Department: The HR Department is established with the aim of assisting the students in smooth Training and Placement in various Reputed Companies and Firms, it also helps to recruit quality teachers and “Guest Lecturers” to train and develop the existing faculties, “Faculty Development Program”.

Educational Tours: The Department of Biotechnology, Microbiology and Management take the students for CSIR labs and industrial visits.

CSIR Laboratory:

- ✦ **RPRC (Regional Plant Resource Center, Bhubaneswar, and Orissa):-** We had organized 5 days RPRC CSIR Lab visit in session of 2013. The students to acquaint them with the biodiversity in the form of plants, plant tissue culture techniques, plant genetics, and knowledge of advance instruments etc.
- ✦ **NEERI (National Environment and Engineering Research Institute, Nagpur, and Maharashtra):-** We had organized 3 days visit in NEERI, Nagpur

CSIR Lab in session 2014. To learn control of pollution through biotechnological techniques, Bioremediation and knowledge of advance instruments etc.

Biotech lab and Industrial Visit:

- ⊕ **Aditya Biotech Lab:** - We had organized one day visit in “Aditya Biotech Agricon Research and Development”, Raipur Biotech Lab in session 2012. The students to acquaint them with the biodiversity in the form of plants and plant tissue culture techniques, etc.

- ⊕ **Devbhog Government Dairy Industry:** We had organized one day visit in Devbhog Government Dairy Industry, Raipur in session 2012. The students to acquaint them with production of packed milk, pasteurization techniques etc.

- ⊕ **Indira Gandhi Agriculture University:** - We had organized one day visit in Plant Tissue Culture lab, “Indira Gandhi Agriculture University”, Raipur in session 2013. The students to acquaint them with the biodiversity in the form of plants and plant tissue culture techniques, etc.

- ⊕ **Indira Gandhi Agriculture University:** - We had organized one day visit in Plant Tissue Culture lab, “Indira Gandhi Agriculture University”, Raipur in session 2014. The students to acquaint them with the biodiversity in the form of plants and plant tissue culture techniques, etc.

- **Science City:** We had organized one day visit in “Science City”, Raipur in session 2015. The students acquaint them with the biodiversity in the form of flora and fauna and get knowledge about various aspects of Chhattisgarh.

- **ABIS IB GROUP:** We successfully organized one day visit in “ABIS, RAJNANDGAON (Tolagaon unit)” in session 2015. To acquire the knowledge regarding various fields of management such as sales, marketing, production etc.

Programs Conducted:

1. Visit and financial support to “Sneha-Sampada School” for mentally retarded children.
2. Awareness Campaign for “ Blood Donation”
3. Visited “Old Age Home” and distributed medicines and fruits, and organized recreational activities for their entertainment.

7.3 Best Practices

7.3.1 Elaborate on any two best practices as per the annexed format (see page) which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practice -I

We have formed “Aspire Teachers” Association to promote social service and inculcate the habit amongst the Staff and students and society, to help the under privileged and down-trodden of the society.

2. Goal:

The main goal and objectives of “Aspire Teachers Association” is to provide welfare facilities and other amenities to society.

3. The Context

The college ever since its inception had created a niche for itself in the academic, extracurricular, social service and sports field. These achievements are surely enough in itself to boost the name and the fame of the college.

4. The Practice:

Some of the practices are as follows:

- ✦ Visits to Old Age Home, mentally retarded children, and spending quality time with them and distributing medicines, fruits etc. and recreational activities. In order to Promote Eco-friendly environment the saplings are planted in and around the campus.
- ✦ Computer literacy program for the non-teaching staff members.
- ✦ Monthly birthday and anniversary wishes for its members are displayed in the Notice Board in the beginning of the month and in the last day of the month we celebrate their birthdays and anniversaries with lot of enjoyment collectively and that strengthen the relationship among the staff members.
- ✦ Rural development Programs are held to explain the ill effects of drugs, alcohol and tobacco, hygiene in slum areas and also among class three and four Employees. Free educations are given to weaker section of society.
- ✦ Blood Donation Camp.
- ✦ Free Dental checkup camp.
- ✦ Traffic rules, Self defense for girls student and anti-ragging for college student.

5. Evidence of Success

Rural development programs and “Aspire Teachers Association” helps in spreading awareness among the society and teachers of the surrounding locality, schools and colleges.

6. Problems Encountered and Resources Required

“Aspire Teacher’s Association” had started in 2012 for a noble cause, but during the initial years the association was facing severe paucity of funds, however gradually as the time passes it took a formidable position in the beginning of 2014 as the need for regular funds for the social service was felt and the members then decided to have a regular subscription amount for the smooth functioning of the association. A separate bank account had opened for



the same and every member of the teaching staff becomes the member of association, and it was decided to collect amount on quarterly basis and the amount collected from the members is deposited in the bank account on a regular basis, since then, the teaching staff had willingly donated amount from time to time for the smooth functioning of the associations activities. Even some of the students and some of our suppliers had come forward and donated amount for the noble cause. This had helped the association to plan out the programs according to the expected funds. However, the office bearer feels that well begin is half done and still there is an unlimited opportunities ahead to work in the area of social services rendered by our teachers as some of the students also wants to emulate their peers.

7. Notes

“Aspire Teachers Association” is unique in the sense that it’s not only confined to the boundaries of teacher’s affairs and academic matters. We had started this association with the limited resources but as we go on, we got the satisfaction of serving the society in many ways. We recommend every college in India must have this kind of association which will contribute to a larger periphery and ultimately the society will benefitted out of it. This Environment for educational background should be able to do the following:

- ⊕ Centralized and automate administration.
- ⊕ Use self-service and self-guided services.
- ⊕ Assemble and deliver learning content rapidly.
- ⊕ Consolidate training initiatives on a scalable web-based platform.
- ⊕ Support portability and standards.
- ⊕ Personalize content and enable knowledge reuse.

**EVALUATIVE REPORT OF THE DEPARTMENT
(Biotechnology/Microbiology)**

Name of the department : Department of Biotechnology and Microbiology
Year of Establishment : Year 2000
Names of Programmes/Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

S. No	Courses Offered	Annual/ Semester
1.	B.Sc. Biotechnology	Annual
2.	B.Sc. Microbiology	Annual
3.	M.Sc. Biotechnology	Semester
4.	M.Sc. Microbiology	Semester

4. Names of Interdisciplinary courses and the departments/units involved:

- ⊕ Computer basics, Statistics and basic probability for students of B.Sc. and M.Sc. Biotechnology as a part of curriculum by Computer Science Department.
- ⊕ Basic Maths education for the students of B.Sc. Biotechnology and Microbiology
- ⊕ Basic Bioinformatics classes emphasizing mainly on C++ Programming and general computing in relation with biology.
- ⊕ Communicative English and Phonetics classes by Department of English and TNP.
- ⊕ Elementary Hindi classes especially giving importance to improve grammar and to encourage our national language by Department of Hindi.

5. Annual/ semester/choice based credit system (programme wise)

S.No	Courses Offered	Annual/ Semester
1	B.Sc. Biotechnology	Annual
2	B.Sc. Microbiology	Annual
3	M.Sc. Biotechnology	Semester
4	M.Sc. Microbiology	Semester

6. Participation of the department in the courses offered by other departments:

Classes of environmental studies in all the departments of BBA, BCA, B.Com, B.Sc. Computer Science.

7. Courses in collaboration with other universities, industries, foreign institutions, etc. - Nil

8. Details of courses/programmes discontinued (if any) with reasons: Nil
 9. Number of teaching posts:

Biotechnology

Teaching Post	Details			
	Bio Technology		Micro Biology	
Professor	Sanctioned	Filled	Sanctioned	Filled
Associate Professor	-	-	-	-
Assistant Professor	04	04	04	04

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name of Faculty	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the
Dr. Lalit Kumar	Ph.D.	HOD/Incharge	Biotechnology	3	Nil
Dr. Yuvraj Mohite	Ph.D.	Asst Prof	Microbiology	8	Nil
Mr. Arpan Dey	M.Sc.	Asst Prof	Biotechnology	3	Nil
Ms. Neha Shrivastava	M.Sc.	Asst Prof	Microbiology	4(months)	Nil
Mr. Dushyant Kumar	M.Sc.	Asst Prof	Biotechnology	4(months)	Nil
Mrs. Kabita Banerji	M.Sc.	Asst Prof	Botany	4.9	Nil
Ms. Rizwana Khatoon	M.Sc.	Asst Prof	Botany	2.5	Nil
Ms.Kiran Verma	M.Sc.	Asst Prof	Chemistry	4(months)	Nil

11. List of senior visiting faculty

S.No	Name of Scientists/visitors	Designation	Year
1.	Dr. K.K. Shukla	Asst. Prof. School of Studies in Biotechnology	2012
2.	Mr. Vishal Khare	Project Manager, CREDA, Raipur	2013
3.	Dr. Asish Sarkar	Lecturer, MATS University, Raipur	2014

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty

Name of Faculty	Percentage of lectures delivered and practical classes handled
Mrs. Nimeshwari Sahu	25

13. Student -Teacher Ratio (programme wise)

Programme	Student -Teacher ratio
UG (Microbiology/Biotechnology)	10:1
PG (Microbiology/Biotechnology)	5:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and Filled

S. No.	Number of technical and administrative staff sanctioned	Present position
1.	04	04

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

Name	Qualification	Designation	Specialization
Dr. Lalit Kumar	Ph.D.	HOD/Incharge	Biotechnology
Dr. Yuvraj Mohite	Ph.D.	Asst. Professor	Microbiology
Mr. Arpan Dey	M.Sc.	Asst. Professor	Biotechnology
Ms. Neha Shrivastava	M.Sc.	Asst. Professor	Microbiology
Mr. Dushyant Kumar	M.Sc.	Asst. Professor	Biotechnology
Mrs. Kabita Banerji	M.Sc.	Asst. Professor	Botany
Ms. Rizwana Khatoon	M.Sc.	Asst. Professor	Botany
Ms.Kiran Verma	M.Sc.	Asst. Professor	Chemistry

16. Number of faculty with ongoing projects from

a) National- Nil

b) International funding agencies and grants received- Nil

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received- Nil

18. Research Centre /facility recognized by the University -Nil

19. Publications:

a) **Publication per faculty** –As given below

b) **Number of papers published in peer reviewed journals (national / international) by faculty and students**

S. No.	Name of faculty	Paper published
1.	Dr. Lalit Kumar	02
2.	Dr. Yuvraj Mohite	08
3.	Mr. Arpan Dey	01
4.	Mrs. Kabita Banerji	01

Publication of Faculty: Dr. Lalit Kumar

S. No	Topic	Journal	National/International	ISSN/ISBN NO	Impact Factor If any
1.	Applications of Nanotechnology In Diabetes, Vol. 3, No. 4, December 2008, p. 221 – 225.	Digest Journal of Nanomaterials and Biostructures	International	ISSN: 1842-3582	1.123
2.	Initiatives of Nanotechnology to Combat Diabetes Mellitus, Vol. 3, Issue 2	Journal of NanoScience, NanoEngineering and Applications	International	ISSN: 2231-1777	----

Publication of Faculty: Dr. Yuvraj Mohite

S. No	Topic	Journal	National/International	ISSN/ISBN NO	Impact Factor If any
1.	Antimicrobial Activity of Argemone mexicana.	Bioinfolet journal vol III	National	0973-1431	0.64
2.	Photosynthesis, Growth and Cell Composition of	J. Algal Biomass Utln.	International	2229-6905	1.8

	Spirulina platensis (Arthrospira) Under Elevated Atmospheric CO ₂ and Nitrogen Supplement				
3	Influence of Metal Ions on Growth and C-Phycocyanin Production in Arthrospira (Spirulina) platensis	Recent Research in Science and Technology	International	2076-5061	1.2
4	Assessment of Factors Influencing Growth and C-Phycocyanin Production of Arthrospira platensis from Basaltic Meteoritic Crater Lake	Journal of. Algal Biomass Utln	International	2229-6905	1.8
5	Antimicrobial Activity of S. cumini	Journal of Pharmacy Research	International	0974-6943	1.4
6	Effect of various growth elements on morphological variations of <i>Spirulina platensis</i> isolated from halo-alkaline habitat.	Proceedings international conference on BIOCAM 2008, Cochin	International	---	---
7	Biotechnological applications of <i>Arthrospira platensis</i> ' Wakte	In Proceedings: Lonar Lake: Conservation	National	---	---

		and Management Conference-2009			
8	Antimicrobial Activity of C-Phycocyanin from <i>Arthrospira Platensis</i> Isolated From Extreme Haloalkaline Environment Of Lonar Lake.	<i>Journal of Environmental Science, Toxicology and Food Technology (IOSR-JESTFT)</i>	International	2319-2399	1.325

Publication of Faculty: **Mr. Arpan Dey**

S. No	Topic	Journal	National/International	ISSN/ISBN NO	Impact Factor If any
1.	Antibacterial activity of rice bran oil	Recent Research in Science and Technology 2013, 5(2): 18-19	International	2076-5061	1.2

Publication of Faculty: **Mrs. Kabita Banerji**

S. No	Topic	Journal	National/International	ISSN/ISBN NO	Impact Factor If any
1.	Ecological studies on algae in river hasdeo in Korba	J Indian Bot Soc	National	-	-

Publication of Faculty: **Mr. Dushyant Kumar Sahu**

S. No	Topic	Journal	National/International	ISSN/ISBN NO	Impact Factor If any
1.	Antimicrobial	<i>Journal of</i>	International	2319-2399	1.325

	Activity of C-Phycocyanin from <i>Arthrospira Platensis</i> Isolated From Extreme Haloalkaline Environment Of Lonar Lake.	<i>Environmental Science, Toxicology and Food Technology (IOSR-JESTFT)</i>			
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Publication of Faculty:

Ms.Neha Shrivastava

S. No	Topic	Journal	National/ International	ISSN/ISBN NO	Impact Factor If any
1.	Antimicrobial Activity of C-Phycocyanin from <i>Arthrospira Platensis</i> Isolated From Extreme Haloalkaline Environment Of Lonar Lake.	<i>Journal of Environmental Science, Toxicology and Food Technology (IOSR-JESTFT)</i>	International	2319-2399	1.325

20. Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

- ⊕ Monographs- Nil
- ⊕ Chapter in Books- Nil
- ⊕ Books Edited- Nil
- ⊕ Books with ISBN/ISSN numbers with details of publishers- Nil
- ⊕ Citation Index- Nil
- ⊕ SJR- Nil
- ⊕ Impact factor- 1.8
- ⊕ h-index- Nil

Areas of consultancy and income generated-

- ✦ Water Potability Testing
- ✦ Blood Grouping Tests
- ✦ Total Leucocyte Count Testing
- ✦ Cultivation and selling of Mushroom (in vitro)

Faculty as members in

- a) National committees – Nil
- b) International Committees- Nil
- c) Editorial Board- Nil

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme.

Session	Courses	Percentage (%)
2012-2013	UG (Microbiology/Biotechnology)	100
2013-2014	UG (Microbiology/Biotechnology)	100
2014-2015	UG (Microbiology/Biotechnology)	100

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies.

Session	Courses	Percentage (%)
2011-2012	PG ((Microbiology/Biotechnology)	50
2012-2013	PG ((Microbiology/Biotechnology)	50
2013-2014	PG ((Microbiology/Biotechnology)	25
2014-2015	PG ((Microbiology/Biotechnology)	[*]

[*] Due to change in semester system; project is made optional.

23. Awards / Recognitions received by faculty and students: Awards received by students:

S.No	Name of Students	Awards	Session
1.	Ms. Poonam Tripathi	5th (University Merit position)	2010-2012
2.	Ms. Shirin Tabassum	10th (University Merit Position)	2012-2014

3.	Mrs. Naznin Qasmi	Selected as state-level player in Kho-Kho	2012-2014
4.	Mr. P. S. Shubham	Hand wrestling	2014-2015
5.	Mr. Simant Kumar	Radio Mirchi, Young Manch for solo dance	2014-2015

24. List of eminent academicians and scientists / visitors to the department

S.No	Name of Scientists/visitors	Designation	Year
1.	Dr. Sunil Bhandekar	Scientist, Veterinary College, Durg	2013
2.	Mr. Vishal Khare	Project Manager, CREDA, Raipur	2014

25. Seminars/ Conferences/Workshops organized and the source funding

a) National - Nil

b) Workshop:

- Hands on workshop on Advanced Enzymology organized by Nitza Biological, Hyderabad from 9th Jan to 12th Jan 2014 in the Department of Biotechnology and Microbiology, RCST, Durg.
- Workshop on cultivation of Mushroom and its economic importance.- Initiative by Young Science Forum, Rungta College of Science and Technology, Durg.

c) International: Nil

26. Student profile programme /course wise: For PG (Microbiology/Biotechnology)

Session	Course / Programme	Application received	Selected	Enrolled		Pass %
				M	F	
2010-2011	Microbiology	20	10	01	09	100
	Biotechnology	26	19	07	12	100
2011-2012	Microbiology	28	16	02	14	100
	Biotechnology	30	20	06	14	95
2012-	Microbiology	10	04	01	03	100

2013	Biotechnology	05	02	01	01	50
2013-2014	Microbiology	07	04	01	03	Appearing
	Biotechnology	07	03	01	02	Appearing
2014-2015	Microbiology	08	03	0	03	Appearing
	Biotechnology	04	00	0	0	-----

For UG (Biotechnology/Microbiology)

Session	Course / Programme	Application received	Selected	Enrolled		Pass %
				M	F	
2010-2011	Microbiology	10	01	0	1	100
	Biotechnology	45	32	19	17	100
2011-2012	Microbiology	12	08	02	06	37.5
	Biotechnology	35	27	04	23	66.66
2012-2013	Microbiology	20	15	06	09	Appearing
	Biotechnology	21	17	07	10	Appearing
2013-2014	Microbiology	19	11	03	08	Appearing
	Biotechnology	26	20	01	19	Appearing
2014-2015	Microbiology	15	15	02	13	Appearing
	Biotechnology	20	19	03	16	Appearing

27. Diversity of Students

Name of the	% of students	% of students from other	% of students from abroad
UG	98	2	Nil
PG	75	25	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Mr. Amit Kumar Choudhary has cleared NET (2013).
--

29. Student progression

Student Progression	Against % enrolled
UG to PG	50
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctral	Nil
Employed	
• Campus selection	25
• Other than campus	
Entrepreneurship/Self-	25

30. Details of Infrastructural facilities

- a) Library: Our library is enriched with 343 books with 163 titles.
- b) Internet facilities for Staff and Students: Yes, Wi-Fi facility is provided inside the campus.
- c) Class rooms with ICT facility:
 - ✦ Smart-rooms
 - ✦ Audio-visual videos
 - ✦ Use of PPT's
- d) Laboratories: The department has well equipped laboratories both for UG as well as PG courses to meet out the practical requirements which are according to the latest syllabus of the University. Some specific instruments are: UV-Transilluminator, BOD incubator, Binocular Microscope, Centrifuge, Distillation Unit, Laminar Air flow.

31. Number of students receiving financial assistance from college, university, government or other agencies. For PG students: - Scholarship given by "Post Metric Scholarship by Central Government".

S.No	Name of Student	Year	Class	Category	Funded by
1.	Nita Kumari	2012-2013	M.Sc Microbiology	OBC	-
2.	Laxmi Rawte	2012-2013	M.Sc Microbiology	ST	-

For UG students:- Scholarship given by "Post Metric Scholarship by Central Government".

S.No	Name of Student	Year	Class	Category	Funded by
1.	Vidya Kawde	2012-2013	B.Sc Microbiology	ST	Post Metric Scholarship by Central Govt. of India
2.	Silk Mona Sonber	2012-2013	B.Sc Biotechnology	OBC	
3.	Takeshwari Sahu	2012-2013	B.Sc Biotechnology	OBC	
4.	Vidya Kawde	2013-2014	B.Sc Microbiology	ST	
5.	Khagendra Singh	2013-2014	B.Sc Biotechnology	ST	
6.	Silk Mona Sonber	2013-2014	B.Sc Biotechnology	OBC	
7.	Takeshwari Sahu	2013-2014	B.Sc Biotechnology	OBC	
8.	Asha Sahu	2013-2014	B.Sc Microbiology	OBC	Post Metric Scholarship by Central Govt. of India
9.	Sandhya Sahu	2013-2014	B.Sc Microbiology	OBC	
10.	Chimman Lal	2013-2014	B.Sc Microbiology	OBC	
11.	Rashmi Thethwar	2013-2014	B.Sc Microbiology	OBC	

14.	Sandhya Sahu	2014-2015	B.Sc Microbiology	OBC	
15.	Aroon Kumar	2014-2015	B.Sc Biotechnology	OBC	
16.	Pooja Sahu	2014-2015	B.Sc Biotechnology	OBC	

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts.

Department organizes guest lecturers inviting experts in their respective field from time to time. Experts other than teaching field are also invited to share their knowledge and special skills with students on the topics of common student interest like:

- ⊕ Basic and advanced concept of Immunology
- ⊕ Scope of biotechnology in 21st century
- ⊕ Advanced techniques in biotechnology and microbiology
- ⊕ Vermiform composting
- ⊕ Clinical microbiology and handling practices

Student Enrichment Programme:

Special Lectures: **Dr. Reena Kulshrestha**, Department of Microbiology, RCDSR
Dr. Soudeep Sao, Department of Microbiology, RCDSR

Workshop:

- ⊕ Hands on workshop on Advanced Enzymology organized by Nitza Biological, Hyderabad (9th Jan- 12th Jan 2014).
- ⊕ Workshop on cultivation of Mushroom and its economic importance.- Initiative by Young Science Forum, Rungta College of Science and Technology, Durg.

33. Teaching methods adopted to improve student learning

- ⊕ LCD support based power point presentations are used.
- ⊕ E notes of all the papers for B.Sc. and M.Sc. are available for students.
- ⊕ Projects and assignments are allotted to the students.
- ⊕ Activity based learning methods.
- ⊕ Educational and industrial visit.
- ⊕ Explanation of the topics with the help of videos and animations.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

- ✦ Swacch Bharat Abhiyan.
- ✦ Distribution of water pots for little birds.
- ✦ Woman awareness programme.
- ✦ Traffic awareness lecture delivered by Deputy Superintendent of Police.
- ✦ World Environmental Day was organized on 5th June.
- ✦ Poster /collage making competition on various issues of the society during Carnival.
- ✦ Oral hygiene camps in nearby village.

35. SWOC analysis of the department and Future plans

S-Strengths

1. Dedicated, committed, motivating and encouraging staffs.
2. Easy accessibility from bus stand and railway stations.
3. Infrastructure consisting of fully equipped labs, properly ventilated classrooms, playgrounds, and hostel facilities for students with other allied facilities.
4. Fully computerized library with books, reading area.
5. Good Academic results.
6. Co-curricular and extra-curricular activities are also given equal importance.

W-Weaknesses

1. Most of the students are from rural areas having language problem and poor communication skill due to the lack of exposure.

O-Opportunities

1. Infrastructure including building, equipments and books can be improved with the help of UGC and other funding agencies.
2. More students can be given the opportunities to improve their skills by introducing more add on courses.
3. Placement Cell can become more active and make more efforts for the placements and career guidance.
4. MOUs can be signed with NGO's, industries and institutions to provide training and placement to our students.
5. After fresh accreditation by NAAC, we can apply for other UGC grants.
6. Local philanthropists can be motivated to provide more support to poor and meritorious students.

C-Challenges

1. To cope up with rapidly changing technology is also very challenging.
2. The course is not updated very frequently as per industry demand.
3. To motivate the students for their personality development and improvement of their communication skill.
4. Arrangements funds to provide more fee concessions to poor students.

5. Lack of local industries within the state manufacturing various types of biotechnology and microbiological products.

Future Plan of the Department

- ✦ To encourage research activities and develop the departmental lab as research centre.
- ✦ To conduct more industrial visit, workshops and national and international seminars.
- ✦ Undertake major and minor research projects.
- ✦ Publish research papers, review articles in high impact journals.

Evaluative Report of the Departments

Name of the department : Education
Year of Establishment : B.Ed. – 2005
 : M.Ed. - 2009

Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) B.Ed. – UG Course M.Ed. – PG Course

4. Names of Interdisciplinary courses and the departments/units involved

S.No.	Name	Department	Subject
1.	Ms.Bindu	Computer Science	Computer Education (Practical)

5. Annual/ semester/choice based credit system (programme wise) – Annual

B.Ed. Annual
M.Ed. Annual

6. Participation of the department in the courses offered by other departments – Nil

S.No.	Name	Department	Subject
1.	Rekha Yadav	Science	Hindi
2.	Rajwant Kaur	Management	Accounts
3.	Dr.Jasbir Kaur	Science	English
4.	Mrs. Niti Khare	Commerce	Hindi
5.	Ms.Pratibha	Comp Sci.	Hindi

7. Courses in collaboration with other universities, industries, foreign institutions, etc. -Nil
8. Details of courses/programmes discontinued (if any) with reasons
Nil
9. Number of Teaching posts

S.No.	Teaching Posts	Sanctioned	Filled
M.Ed.			
1	Professors	01	01
2	Associate Professors	01	01
3	Asst. Professors	03	03
Total		05	05
B.Ed.			
1	H.O.D.	01	01
2	Asst. Professors	07	07
Total		08	08

Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

S. No.	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
1	Mrs.Rita Gupta	M.Sc. M.Ed.	Vice Principal	Mental Measurement and Evaluation	15	Nil
2	Dr. Jasbir Kaur	M.A.(English), M.Ed.,Ph.D (Edu)	HOD	Educational Psychology	11	Nil

3	Mrs.Sunita Bokde	M.A. (Hindi,Psychology.) M.Ed.	Asst.Prof.	Guidance and Counseling Psychology	11	Nil
4	Mrs.Shailja Pawar	M.A.(Hindi) M.Ed. NET (Edu.)	Asst.Prof.	Mental Measurement and Evaluation	06	Nil
5	Mrs.Dehuti Banchhor	M.A.(Hindi, Sanskrit) M.Ed.	Asst.Prof.	Environment and ET	05	Nil
6	Mrs.Mouli Chakraborty	M.Com. M.A. (Economics) M.Ed.	Asst.Prof.	ET	03	Nil
7	Mrs. Mohini Mahibia	M.A. (Hindi) LLB	Asst.Prof.	Environment and ET	03	Nil
8	Mrs. Rekha Devi	M.A.(Hindi), M.Ed.	Asst.Prof.	E.T.and Carrier Guidance	Nil	Nil
9	Ms.Rajwant Kaur	M.Com. M.Ed.	Asst.Prof.	Mental Measurement and Evaluation E.T.	Nil	Nil
10	Mrs.Prathibha Thakre	M.A.Hindi, Sociology,M.Ed.	Asst.Prof.	Environment and ET	06	Nil

11. List of senior visiting faculty

S. No.	Name	Qualification	College
1	Dr. Sumita Singh	M.Ed.,PhD	Chhattisgarh College,Bhilai
2	Ms. B. Padmja	M.Com,M.Ed.	Jagadguru college,Hudco Bhilai
3	Dr. Rita Suri	M.A.(Psycho), M.Ed ,Ph.D	Agrasen College,Dhanora

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: -

B.Ed. : 10%

M.Ed. : 10%

13. Student -Teacher Ratio (programme wise):

B.Ed. : 13:1

M.Ed. : 5:1 7:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled Office 5, Lab 1

Particulars	Support Staff			
	Technical Staff		Administrative Staff	
	Sanctioned	Filled	Sanctioned	Filled
Academic Support Staff	01	01	05	04

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil /PG.1 With PhD and M.Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. _____ Nil _____

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received

18. Research Centre /facility recognized by the University. Nil

19. Publications:

A] Publication per faculty

S. No.	Name	No. of Publication
01	Mrs. Rita Gupta	01
02	Mrs. Sunita Bokde	02
04	Mrs. Shailja Pawar	-
05	Mrs. Dehuti Banchhor	-
06	Mrs. Mouli Chakraborty	-
07	Mrs. Mohini Mahobia	-
08	Dr. Jasbir Kaur	01

20. Number of papers published in peer reviewed journals (national /international) by faculty and students

Faculty	National	International
Mrs. Sunita Bokde	01	01

Paper Published in peer-International Journal

Bokde Sunita and Dr. Nagmani K. (2013) "Nashe ki badhti pravitti : Ek nazar". Shodh samprasan, Vol. 7,79-82.

Paper Published in paper - National Journal

Bokde Sunita and Dr. Nagmani K. (2015) " Pradhayapako ki andhvishwas ke prati abhivriti par ek addhyan". Chhattisgarh vivek, Vol. 48(14),31-33.

20. Areas of consultancy and income generated- Nil
21. Faculty as members in
a) National committees b) International Committees c) Editorial Boards.... Nil
22. Student projects
a) Percentage of students who have done in-house projects including inter departmental/programme 100% students every year complete their assigned projects like Dissertation, craft file, maintaince, lobby decoration, seminar, project related to village camp.
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies Nil
23. Awards / Recognitions received by faculty and students Awards Faculty

Mr. Sunita Bokde
M.A. Psychology 5th position in University 2009.

Mrs. Mohini Mahobia-
M.Ed. 4th position in University 2011.

S. No	Student's	Awards
01	Rishabh Pandey	Session (2012-13) B.Ed. - Inter college debate competition - 1st Prize
02	Jaikant Patel	(Session 2014-15) Inter college debate competition - 1st prize

24. List of eminent academicians and scientists / visitors to the department
Academicians

Visitors:

S. No.	Name of the Visitors
01	Mrs. B.Padmja
02	Mrs.Reena Dewangan
03	Dr. Shabana
04	Mrs. Banita Sinha
05	Dr. Shalini Verma
06	Mr. Santosh Sharma
07	Dr. D. Laxmi
08	Dr. Abdul Sattar
09	Dr.Ishwar Singh

25. Seminars/ Conferences/Workshops organized and the source of funding

a) National	NIL
b) International	NIL

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Ed. (2012-13)	Selection through pre B.Ed. exam	100	41	59	92%
M.Ed. (2012-13)	Merit basis by college	35	26	09	97%
B.Ed. (2013-14)	Selection through pre B.Ed. exam	94	42	52	98%
M.Ed. (2013-14)	Merit basis by college	35	25	9	97%
B.Ed.(2014-15)	Selection through pre B.Ed. exam	100	39	61	Result Awaited
M.Ed. (2014-15)	Merit basis by college	35	21	14	Result Awaited

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Ed. (2012-13)	81%	19%	Nil
M.Ed. (2012-13)	17%	83%	Nil
B.Ed. (2013-14)	81%	19%	Nil
M.Ed. (2013-14)	9%	91%	Nil
B.Ed.(2014-15)	75%	25%	Nil
M.Ed.(2014-15)	9%	91%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

No systematic record has yet been kept by department but many students qualified in different administrative service, examination and other competitive exam.

29. Student progression

Student progression	Against % enrolled
UG to PG	03
PG to M.Phil.	Nil
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed	Nil
• Campus selection	03
• Other than campus recruitment	
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities

- A] Library:
Available for all staff and students
- B.Ed. Books - 2465
M.Ed. Books - 175
- B] Internet facilities for Staff and Students - Yes
- C] Class rooms facility with ICT - Yes
- D] Laboratories- Yes

31. Number of students receiving financial assistance from college, university, Government or other agencies

S. No.	Session	Number of Students	Financial Assistance
01	2012-13	27	Scholarship
02	2013-14	29	
03	2014-15	39	

32. Details on student enrichment programmes (special lectures / workshops /Seminar) with external experts

S. No.	Session	Name of faculty	College	Qualification
1.	2013-14	Dr.Angha Agashe	Shaildevi College,Durg	M.Ed.,Ph.D
2.	2014-15	Dr.Padma Agrawal	Mansa College,Bhilai	M.A., M.Ed.,Ph.D

33. Teaching methods adopted to improve student learning

1. Audi visual method
2. ALM (Active learning method)- In ALM programme followed by faculties for practical application. During practical application teachers act as supervision. Active learning principal were different and more entreating for students than the traditional method. Active learning approach facilitated. Students understanding and comprehension and helped them develop their interest. Productive and creative learning skill. In active learning method all students are divided into a group of 40 and trend by using different method of ALM programme. Active learning method is to enjoyable for students and teachers and it gives us colorful and happy atmosphere to study and teach.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities Under the social service scheme the institution organized many programmes like awareness about safety for the students, anti ragging for students, aids awareness, blood donation camp, self defiance, social awareness Reall in community camp This programmes was conducted by institutions for

awareness of students and they will become a responsible citizen and responsible person.

1. Swachh Bharat Abhiyan by staff and students by community camp.
2. Providing water parts for birds inside campus.
3. Traffic awareness programme by DSP.
4. Women awareness against expectation.
5. World environment day June 5th –Rally.

35. SWOC analysis of the department and Future plans Strength

Strength

1. Three teaching staff pursuing PhD.
2. One teaching staff is PhD holder and two teaching staff are net qualifies (Education).
3. We have well equipped Psychology lab, Curriculum lab, computer lab, science lab.
5. Our motivational faculties who ensure and promote the students to think independently.
6. Our devoted faculties are indulged in a team work effort to give best results.

Weakness

1. Teachers should attend orientation and refresher courses outside states also.
 2. Teacher of the department should go for publication of research paper in international seminar.
 3. Teacher should put efforts to author books in their concerned subjects.
- Opportunity

1. Motivating high achievers for research.
2. Information about the NET/SET/CTET/CGTET syllabus and examination is give to the teacher trainees.
3. Placement services provided for teachers trainees.

EVALUATIVE REPORT OF THE DEPARTMENT

DEPARTMENT OF MANAGEMENT

Name Of The Department : Management
Year of Establishment : 2006-07.

Name Of Programmes/Course Offered: - 3 Years bachelor of Administration degree (UG).

Name Of Interdisciplinary Courses And The Departments/Units Involved: Faculties from department of Commerce (financial Accounting, taxation), Computer Science (computer application), Science (Environmental studies) and Maths-(Business statistics, Business maths, Quantitative Techniques of Management, Aptitude), Hindi, English help in completion of course curriculum.

- 1.** Semester based credit system:- YES
- 2.** Participation of the department in the courses offered by other departments: - commerce: b.com (principles of management, business communication, and entrepreneurship) and computer science: BCA (financial accounting).
- 3.** Courses in collaboration with other universities, industries, foreign institutions, etc: - NIL
- 4.** Detail of courses/programmes discontinued(if any) with reason:- NO
- 5.** Number of teaching post:-

FACULTY	SANCTIONED POST	
	SANCTIONED	FILLED
PROFESSORS	-	-
ASSOCIATE PROFESSORS	-	-
ASST. PROFESSOR	04	04

- 6.** Faculty profile with name, qualification, designation, specialization, (D.sc./ D.litt./Ph.D/ M.Phill., etc.);

Name	Qualification	Designation	Specialization	Experience (Year)	No Ph.D Students guided for the last 4 year
Ms. Soma Soni	MBA	Asstt. Professor	HR, Marketing	5	-
Mr. Ajay Verma	MBA, UGC NET	Asstt. Professor	Finance	2	-
Ms. Urmila Chandra	MBA, UGC NET	Asstt. Professor	Marketing	3	-
Ms. Preeti Deshmukh	B.Sc. MBA	Asstt. Professor	HR, Finance	2	-
Ms. Deepshikha Deshmukh	MBA	Asstt. Professor	HR, Finance	3	-
Mr. Khoman Ganjir	MBA	Asstt. Professor	Marketing, Finance	Nil	-

7. LIST OF SENIOR VISITING FACULTIES:-

S.NO	NAME OF VISITING FACULTY	DESIGNATION	NAME OF INSTITUTION	SESSION
1.	MR. BRIJESH CHANDRA MISHRA	LEGAL ADVISOR, ADVOCATE	HIGH COURT, C.G	2012-13

8. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculties:- Nil

9. Student-teacher ratio (Programme-wise) :- 8:1

10. Number of academic support staff (technical) and administrative staff; sanctioned and filled:- No separate departmental allocation.

11. Qualifications of teaching faculty with D.Sc./D.Litt/M.phil/PG:-

NAME	QUALIFICATION	DESIGNATION	SPECIALISATION	NO. OF YRS OF EXP.	NO.OF Ph.D. STUDENTS GUIDED FOR THE LAST 4 YRS
MS. SOMA SONI	BBA, MBA	ASST. PROFESSOR	HR,MARKETING	5	-
MS. URMILA CHANDRA	BBA , MBA , UGC NET	ASST. PROFESSOR	MARKETING	3	-
MS.PREETI DESHMUKH	BSC , MBA	ASST. PROFESSOR	HR , FINANCE	2	-

12. No Of faculty with ongoing projects from a) National b) International funding agencies and grants received. :- NONE

13. Departmental projects funded by DST FIST UGC, DBT , ICSSR ETC and total grants received :- NIL

14. Research centre / faculty recognized by university :- NIL

15. Publications :-

- Research paper on “COMMUNICATION IN DAILY LIFE” has been published by Mrs. Soma Soni, National Seminar at Kalyan College.

16. Area of consultancy and income generated :- NONE

17. Members in a) National committee b) International committee c) Editorial board :- NONE

18. Student projects :

- Percentage of students who have done in-house projects including interdepartmental / programme- 80%
- Percentage of students placed for projects in organization outside the institution i.e. Research laboratories / industry / other agencies- 100% (*As the course curriculum includes summer internship in various industries such as automobile industry, banking, retail industry etc. in their final year and prepare major reports on their concerned topics)

19. Award / recognitions received by faculty and students-
FACULTY:

S.NO	FACULTY NAME	AWARD
1.	MS. SOMA SONI	LETTER OF APPRECIATION FROM B.S.P

STUDENTS:

S.NO	STUDENT NAME	AWARD
1.	Gurjeet Singh	<ul style="list-style-type: none"> ✦ First prize in jhankaar in state level in singing competition ✦ First prize in Kerala samajam in singing at national level ✦ Second prize in rajya utsav at university level
2.	Kriti chauhan	<ul style="list-style-type: none"> ✦ Top classical singer teenagers award at pune global ✦ Best choreographer award by B.S.P BMS ✦ Special distinction for dance by Kolhapur gandharva mandal
3.	Satyam tiwari	<ul style="list-style-type: none"> ✦ Face of the Videocon by Videocon young star ki khoj

20. List of eminent academicians and scientists / visitors to the department

S. NO	FACULTY	ASSOCIATED INSTITUTION
1.	PROF.ASHISH KUMAR SHRIVASTAV	PT.R.S.U MANAGEMENT DEPARTMENT

21. Seminars/ conferences / workshops organized and the source of funding a) National b) International :-

NATIONAL

- ✦ Budget - mock parliament [funded by college management]
- ✦ Lok adalat - [free of cost]
- ✦ Health seminar by herba life - [free of cost]
- ✦ Art of living sessions - [by management
- ✦ Finance and international business exhibition
- ✦ Seminar on:
 - Save girl child - By student group
 - Motivation and goal setting - By student group

- ✦ Student development programme -
 - a. Presentations
 - b. Group discussions
 - c. Management games
 - d. Personality development
 - e. Aptitude tests

International: - NIL

22. Student profile programme / course wise

NAME OF THE COURSES / PROGRAMME	APPLICATIONS RECEIVED	SELECTED	ENROLLED M - F	PASS PERCENTAGE
BBA 2010	25	21	10-11	85 %
BBA 2011	35	30	19-11	50 %
BBA 2012	30	28	14-14	75%
BBA 2013	47	45	21-24	80%

23. Diversity of students

Category wise Diversification:-

Name of course	SC	ST	OBC	General	Total
BBA	5.67 %	6.73 %	21.99 %	65.6 %	100 %

Gender wise Diversification:-

Name of course	Male	Female	Total
BBA	54.35 %	45.65 %	100

State wise Diversification:-

Name of course	Same state	Other state	Total
BBA	94 %	6 %	100 %

24. How many students have cleared National and State competitive examinations such as NET, SLET, GATE etc.-

- ✦ Neha Soni – Cleared IBPS written Exam

✦ Mansi Jain - Cleared CS Foundation

25. Student progression:

STUDENT PROGRESSION	AGAINST % ENROLLED
UG TO PG	80 %

Employed:

CAMPUS	10
OTHER THAN CAMPUS	04
ENTERPRENEURSHIP/ SELF EMPLOYMENT	03

26. Detail of infrastructural facilities:

A.Library

S.No	Number of Titles	Number of books
1.	289	1146

Details of Journals:

S.No	Name of journals	Period
1.	Journal of Management Research, New Delhi	Monthly

Internet facility for staff and students- YES; Wi-Fi facility is given

Class rooms with ICT facility – YES Classrooms -3

Laboratories – YES Computer Lab-1

27. No. of students receiving financial assistance from college / university / government / other agencies. College encourages its students through Special scholarship programmes every year.

For academic year 2013-14

S.NO.	NO. OF STUDENTS	COURSE	SANTIONED AMOUNT	DISBURSED AMOUNT
1	01	BBA	6000	6000

For academic year 2014- 15

S.NO.	NO. OF STUDENTS	COURSE	SANTIONED AMOUNT	DISBURSED AMOUNT
1	06	BBA	39350	39350

For academic year 2012-13

S.NO.	NO. OF STUDENTS	COURSE	SANTIONED AMOUNT	DISBURSED AMOUNT
1	01	BBA	5900	5900

28. Details student enrichment programmes [special lectures / workshops / seminars] with external experts.

S. No.	Programme	Name of Visiting Faculty	Designation	Name of Institution
1)	Workshop on Training and Development	Mr. Shyam Mishra	HOD, Training and Placement Department	GD Rungta College of engineering and Technology Bhilai
2)	Dr.O.P.Gupta	HOD of Commerce	V.VT Govt.,Durg	2014
3)	Dr.Manjulata Sao	Assistant Professor	Khairagarh Govt.college	2014
4)	Mrs.Ruby Narayan Khare	Assistant Professor	SSITM,Bhilai	2013

✦ In order to enrich the overall personality of the students, the commerce section organizes inter class competition, guest lectures, seminars, remedial classes, personality development classes, special pre – interview preparatory classes by TRAINING AND PLACEMENT CELL.

29. Teaching methods adopted to improve student learning

- ✦ PowerPoint presentation
- ✦ Case study method
- ✦ Group discussion method
- ✦ Audio – visual aids (films and videos on subject related topics)
- ✦ Role-play
- ✦ Management games
- ✦ Debates and quiz
- ✦ Reference books
- ✦ Mock Parliament

30. Participation in institutional social responsibility and extension activities :-

The students actively participate in Blood Donation Camps, Plantation, Awareness of Environment, and Women Empowerment. Donation of Books, Medicine, Cloths, and Blankets are given to the poor person. Health checkup and Dental checkups are organized from time to time.

31. SWOC analysis of the department and future plans:-

STRENGTHS:

- ✦ Summer internship programmes is an important strength of the department as the students gets a feel of corporate world.
- ✦ Dedicated professors and eager students' works as an ideal combination for information generation.
- ✦ The department attracts the cream of students they are not only academically brilliant but also national and international players.

WEAKNESS:

- ✦ The academic staff also needs to focus on research
- ✦ The permanent faculty needs to engage in refresher courses.

OPPORTUNITIES:

- ✦ To design short courses for working professionals
- ✦ To have more exchange programmes with university abroad.

CHALLENGES:

- ✦ Lack of field exposure as the course curriculum doesn't include project and research work.
- ✦ To constantly upgrade the syllabi for a dynamic subject like business management.
- ✦ Lack of experienced faculties.
- ✦ Difficulty to develop communication skill in students from interior and rural areas.

FUTURE PLANS:

- ✦ To get more and more of research work done by faculty and students.
- ✦ To establish research center of commerce for PhD aspirants.
- ✦ To extend departmental activities include more outreach programmes with active student involvement.
- ✦ "Enterpreniual spirit" E -cell the department plans to develop the e-cell into a functional unit with a proper structure and a diary of Enterpreniual activities.
- ✦ To expose our students to various pogrammes that is held in other colleges in India and abroad.
- ✦ Enlightening the students towards entrepreneurial programs.

EVALUATIVE REPORT OF THE DEPARTMENT

DEPARTMENT OF COMMERCE

- 1.** Name of the department : COMMERCE
- 2.** Year of establishment : 2007-08.
- 3.** Name of Programmes/ : 3 Years bachelor of commerce degree course offered

S. NO	CLASS	COURSES OFFERED
1	B.COM 1	PLAIN
2	B.COM 1	COMPUTER APPLICATION
3	B.COM 2	PLAIN
4	B.COM 2	COMPUTER APPLICATION
5	B.COM 3	PLAIN
6	B.COM 3	COMPUTER APPLICATION

- 4.** Name of interdisciplinary courses and the departments/units involved: -
Faculties from department of Management (Principles of Management, Business Communication, Entrepreneurship), Computer Science (Computer Application), Science (Environmental Studies) and Maths-(Business Statistics, Business Maths, Aptitude), Hindi, English to full complete the course curriculum.
- 5.** Annual based credit system:- YES
- 6.** Participation of the department in the courses offered by other departments: -
Management: BBA (Financial Accounting, Economics) and Computer Science: BCA (Financial Accounting) etc.
- 7.** Courses in collaboration with other universities, industries, foreign institutions, etc:-
 - Tally academy provides computer courses to our under graduate students.
- 8.** Detail of courses/programmes discontinued(if any) with reason:- NO

9. Number of teaching post:-

FACULTY	SANCTIONED	FILLED
PROFESSORS	NA	NA
ASSOCIATE PROFESSORS	NA	NA
ASST. PROFESSOR	5	5

10. Faculty profile with name, qualification ,designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil., etc.):

NAME	QUALIFICATION	DESIGNATION	SPECIALISATION	NO. OF YRS OF EXP.	NO.OF Ph.D. STUDENTS GUIDED FOR THE LAST 4 YRS
MS.PUSHPA VAISHNAV	M.COM, M.PHIL	ASST. PROFESSOR	BUSINESS ECONOMICS, BUSINESS COMMUNICATION, BRF, COMPANY LAW, ENVIRONMENT	08	-
MR. VIKAS CHOUDHARY	M.COM, MBA	ASST. PROFESSOR	FINANCE, MARKETING	6	-
ANAMIKA SENGUPTA	M.COM, MBA	ASST. PROFESSOR	FINANCE	2	-
PRIYANKA SHUKLA	MBA, M.COM	ASST. PROFESSOR	FINANCE, HR	4 months	-
SURYA SUKUMARAN	B.COM, M.COM (IB)	ASST. PROFESSOR	INTERNATIONAL BUSINESS	2	-

11. List of senior visiting faculties:-

S.NO	NAME OF VISITING FACULTY	DESIGNATION	NAME OF INSTITUTION	SESSION
1)	Mr. Shyam Mishra	Assistant Professor	GD RCET, Bhilai	2012
2)	Dr.O.P.Gupta	HOD of Commerce	V.VT Govt.,Durg	2014

3)	Dr.Manjulata Sao	Assistant Professor	Khairagarh Govt.college	2014
4)	Dr.Sandeep Jaswant	HOD of Management	SSMV,Bhilai	2013

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculties: - NIL

13. Student-teacher ratio (Programme-wise):-

14. Number of academic support staff(technical) and administrative staff; sanctioned and filled:-

- No separate departmental allocation

15. Qualifications of teaching faculty with D.Sc. /D.Litt /M.phil /PG:

NAME	QUALIFICATION	DESIGNATION	SPECIALISATION	NO. OF YRS OF EXP.	NO.OF Ph.D. STUDENTS GUIDED FOR THE LAST 4 YRS
MS. PUSHPA VAISHNAV	M.COM ,M.PHIL	ASST. PROFESSOR	BUSINESS ECONOMICS, BUSINESS COMMUNICATION,BRF , COMPANY LAW , ENVIRONMENT	12	-
MR. VIKAS CHOUDHARY	M.COM , MBA	ASST. PROFESSOR	MARKETING , BUSINESS STATISTICS, MANAGERIAL ECONOMICS	6	-
MR. AJAY VERMA	B.COM , MBA , NET	ASST. PROFESSOR	ECONOMICS,PO M , AUDITING	5	-
MS.DEEPSHIKHA DESHMUKH	MBA	ASST. PROFESSOR	FINANCE, HR	2	-

MR. SURYA SUKUMAR AN	B.COM, M.COM (IB)	ASST. PROFESSOR	INTERNATIONAL BUSINESS	2	-
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- 16.** No of faculty with ongoing projects from a) National b) International funding agencies and grants received. :- NIL
- 17.** Departmental projects funded by DST FIST UGC, DBT , ICSSR ETC and total grants received :- NIL
- 18.** Research centre / faculty recognized by university :- NIL
- 19.** Publications: - NONE.
- 20.** Area of consultancy and income generated :- NONE
- 21.** Members in a) National committee b) International committee c) Editorial board :- NONE
- 22.** Student projects :
- c) Percentage of students who have done in-house projects including interdepartmental / programme- 45%
- d) Percentage of students placed for projects in organization outside the institution i.e Research laboratories / industry / other agencies- 5 % (some of our students voluntarily do projects under the guidance of experts in commerce field).

- 23.** Award / recognitions received by faculty and students:-

S.NO	NAME OF STUDENT	AWARDS
1	PARAS SONI	Dance king award held in Bhopal
2	PRASHANT	Participated in international flying disc tournament, TAIWAN. Participated in net ball championship held in ANNAMALAI UNIVERSITY in Chennai

- 24.** List of eminent academicians and scientists / visitors to the department

S.NO	FACULTY NAME	NAME OF INSTITUTION
1.	PROF.R.P.DAS	PT.R.S.U
2.	DR.P.K.GUPTA	DEVI AHILYA UNIVERSITY, INDORE

- 25.** Seminars/ conferences / workshops organized and the source of funding a) National b) International :-
1. NATIONAL
- Budget – mock parliament [funded by commerce department]

- Lok adalat – [free of cost]
- Health seminar by herba life – [free of cost]
- Finance and international business exhibition
- Seminar on
Personality development – by rashi bansal
- Art of living sessions – [by management
- Student development programme – [funded by management]

A. Presentations

B. Group Discussions

C. Management games

D. Personality development

E. Aptitude tests

F. Positive attitude

2. INTERNATIONAL: - NIL

26. Student profile programme / course wise

NAME OF THE COURSES / PROGRAMME	APPLICATIONS RECEIVED	SELECTED	ENROLLED M - F	PASS PERCENTAGE
B.COM 2010-11	50	46	24-22	52 %
B.COM 2011-12	65	60	37-23	52 %
B.COM 2012-13	57	52	31-21	70 %
B.COM 2013-14	50	44	24-20	-
B.COM 2014-15	70	69	45-24	-

27. Diversity of students ;-

Category wise Diversification:-

Name of course	SC	ST	OBC	General	Total
B.Com	3.93 %	2.28 %	24.45 %	69.29 %	100 %

Gender wise Diverfication:-

Name of course	Male	Female	Total
B.Com	48.9 %	51.1 %	100 %

State wise Diversification:-

Name of course	Same state	Other state	Total
B.Com	95 %	5 %	100 %

28. How many students have cleared National and State competitive examinations such as NET, SLET, GATE etc.

- ✦ Mr. Naman Jain (B.COM 2) has cleared C.S foundation exam.
- ✦ Ms.Aishwarya Mantri (B.COM 3) has cleared ICWAI (stage I)

29. Student progression

STUDENT PROGRESSION	AGAINST % ENROLLED
UG TO PG	76

Employed:

CAMPUS	07
OTHER THAN CAMPUS	08
ENTERPRENEURSHIP/ SELF EMPLOYMENT	05

30. Detail of infrastructural facilities

A) Library

S.No	Number of Titles	Number of books
1.	143	2000

Details of Journals:

S.No	Name of journals	Period
1.	The institute of cost and Works Accounts India, Kolkata	Monthly
2.	Journal of company secretary , New Delhi	Quarterly

- Internet facility for staff and students- YES; Wi-Fi facility is given
- Class rooms with ICT facility – YES (3)
- Laboratories – YES Computer Lab-1

31. No. of students receiving financial assistance from college / university / government / other agencies.

- ✦ College encourages its students through Special scholarship programmes every year.

For academic year 2013-14

S.NO.	NO. OF STUDENTS	COURSE	SANTIONED AMOUNT	DISBURSED AMOUNT
1	08	B.COM	16461	16461

For academic year 2014- 15

S.NO.	NO. OF STUDENTS	COURSE	SANTIONED AMOUNT	DISBURSED AMOUNT
1	03	B.COM	7511	7511

For academic year 2012-13

S.NO.	NO. OF STUDENTS	COURSE	SANTIONED AMOUNT	DISBURSED AMOUNT
1	01	B.COM	1817	1817

32. Details student enrichment programmes [special lectures / workshops / seminars] with external experts.

S. No.	Programme	Name of Visiting Faculty	Designation	Name of Institution
1)	Workshop on Training and Development	Mr. Shyam Mishra	HOD, Training and Placement Department	GD Rungta College of engineering and Technology Bhilai

- ✦ In order to facilitated the overall personality of the students, the commerce section organizes inter class competition, guest lectures, seminars, remedial classes, soft skills or personality development classes, special pre – interview preparatory classes by T and P CELL.

33. Teaching methods adopted to improve student learning:

- ✦ PowerPoint presentation
- ✦ Case study method
- ✦ Group discussion method
- ✦ Audio – visual aids(films and videos on subject related topics)
- ✦ Role-play
- ✦ Management games
- ✦ Debates and quiz
- ✦ Reference books
- ✦ Comparative study of different company’s balance sheets and other financial statements
- ✦ Study of life and way of successful manager

34. Participation in institutional social responsibility and extension activities

The students actively participate in Blood Donation Camps, Plantation, and Awareness for Environment, Women’s Empowerment and Aid. Donation of Books, Medicine, Cloths,

and Blankets are given to the poor person. Health checkup and Dental checkup are organized time to time.

35. SWOC analysis of the department and future plans

STRENGTHS:

- ⊕ Excellent course structure and introduction of new subjects and electives in final year
- ⊕ Dedicated professors and eager student's works as an ideal combination for information generation.
- ⊕ The department attracts the cream of students they are not only academically brilliant but also national and international players.

WEAKNESS:

- ⊕ The academic staff also needs to focus on research
- ⊕ The permanent faculty needs to engage in refresher courses.

OPPORTUNITIES:

- ⊕ To design short courses for working professionals
- ⊕ To have more exchange programmes with university abroad.

CHALLENGES:

- ⊕ It's a challenge to sustain habit of extra reading among the students.
- ⊕ Lack of field exposure as the course curriculum doesn't include project and research work.
- ⊕ Lack of experienced faculties.
- ⊕ Difficulty to develop communication skill in students from interior and rural areas.

FUTURE PLANS:

- ⊕ To get more and more of research work done by faculty and students.
- ⊕ To establish research center of commerce for PhD aspirants.
- ⊕ To extend departmental activities include more outreach programmes with active student involvement.
- ⊕ Enterprenial spirit – e –cell the department plans to develop the e-cell into a functional unit with a proper structure and a diary of Enterprenial activities.
- ⊕ To expose our students to various pogrammes that is held in other colleges in India and abroad.

Evaluative Report of the Departments

1. Name of the department : **Computer Science**
2. Year of Establishment : **2000-01**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)

S. No.	Courses Offered	Year of Establishment	S.No.	Courses Offered	Year of Establishment
1.	B. Sc.	2000	3.	M. Sc.(Comp. Sc.)	2001
2.	PGDCA	2006	4.	BCA	2007

3. Names of Interdisciplinary courses and the departments/units involved

S. No.	Course	Department/Unit Involved	Subject
1.	BCA I	English	A. English Communication Skills B. Foundation Course
		Mathematics	Part I Discrete Mathematics Part II Calculus & Statistical Analysis
		Electronics	Part III Introductory Electronics
2.	BCA II	English	A. Foundation Course
		Mathematics	Part I Numerical Analysis Part II Differentiation and Integration
		Management	A. Principal of Management
3.	BCA III	English	A. Foundation Course
		Mathematics	Part I Calculus and Geometry Part II Differentiation & Fourier Series
		Management	A. Financial Accountancy
4.	B. Sc. I	Mathematics	Paper I Algebra and Trigonometry Paper II Calculus Paper III Vector Analysis & Geometry
		Physics	Paper I Mechanics, Oscillation & Properties of Matter Paper II Electricity, Magnetism & Electro Magnetic Theory
		Hindi	Hindi Bhasha
		English	English Language

5.	B. Sc. II	Mathematics	Advance Calculus
			Differential Equation
			Mechanics
		Physics	Paper I Thermodynamics, Kinetic Theory & Statistical Theory
			Paper II Waves, Acoustics and Optics
Hindi	Hindi Bhasha		
English	English Language		
6.	B. Sc. III	Mathematics	Paper I : Analysis
			Paper II : Abstract Algebra
			Paper III : Discrete Mathematics
		Physics	Paper I Relativity, Quantum Mechanics, Atomic Molecular & Nuclear Physics.
			Paper II Solid State Physics, Solid State Devices and Electronics
		Hindi	Hindi Bhasha
		English	English Language

4. Annual/ semester/choice based credit system (programme wise)

S. No.	Courses Offered	Annual/Semester
1.	BCA	Annual
2.	B. Sc.	Annual
3.	M. Sc.(Computer Science)	Semester
4.	PGDCA	Semester

5. Participation of the department in the courses offered by other departments

S. No.	Courses Offered	Title of Course	Name of the Department
1.	B. Com. I	Paper – I : Computer Fundamental & Office Automation Paper – II :Computerized Financial Accounting	Commerce
	B. Com. II	Paper – I :Internet Application and E-commerce Paper – II :Relational Database Management System	
	B. Com.III	Paper – I :Programming in Visual Basic	

		Paper –II :System Analysis & Design, MIS	
2.	BBA I sem	Computer Fundamental	Management
	BBA III sem	Management Information System	
3.	M. Sc. MB II sem	Computer Fundamental	Science

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :
NIL
8. Details of courses/programmes discontinued (if any) with reasons : NIL
9. Number of Teaching posts

Designation	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	05	10

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Expe	No. of P h.D. Students
Priyanka Pitale	M.Tech.	Asst Prof	Computer Science & Engineering	8.5	-
Santosh Singh	M. Tech.	Asst Prof	Computer Science & Engineering	8.5	-
Minakshi Singh	MCA	Asst Prof	Computer Application	8.5	-
Pallavi Radke	MCM	Asst Prof	Computer Application	6	-
Gagendra Sahu	MCA	Asst Prof	Computer Application	6	-
Punesh Verma	MCA	Asst Prof	Computer Application	6	-
Hulas Ram	MCA, M. Tech.	Asst Prof	Computer Science & Engineering	6	-

Chandrakant Sahu	MCM	Asst Prof	Computer Application	5	-
Rashmita Sahu	BCA, MCA	Asst Prof	Computer Application	1	-
Manpreet Kaur	MCA	Asst Prof	Computer Application	-	-
Nikita Ahuja	BE	Asst Prof	Information Technology	4months	-
Gagandeep Kaur Virdi	BE	Asst Prof	Computer Science & Engineering	4months	-
Mahendra Kumar Sahu	BE	Asst Prof	Computer Science & Engineering	1	-
Krishna Kumar Gupta	BE	Asst Prof	Computer Science & Engineering	4months	-

11. List of senior visiting faculty

S. No.	List of Senior Visiting Faculty	Designation	Session
1.	Md. Shajid Ansari	HOD, CSE, RSR RCET	2014-15
2.	Mr. Grurdatta Verma	HOD, CSE, GDR CET	2013-14
3.	Mr. Manoj Singh	Asst. Prof. , CSE, SSEC	2012-13
4.	Mr. Riju Bhattacharya	HOD, CSE,SSIPMT	2011-12
5.	Mr. Birendra Singh	Asst. Prof, CSE, CEC	2010-11

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : NIL

13. Student -Teacher Ratio (Programme wise) : **14:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **09**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.

S. No.	Name	Qualification	S. No.	Name	Qualification
1	Priyanka Pitale	M. Tech.	8	Chandrakant Sahu	MCM
2	Hulas Ram	MCA, M. Tech.	9	Punesh Verma	MCA
3	Rashmita Sahu	BCA, MCA	10	Manpreet Kaur	MCA
4	Santosh Singh	M. Tech.	11	Nikita Ahuja	BE
5	Minakshi Singh	MCA	12	Gagandeep Kaur Viridi	BE
6	Pallavi Rorkey	MCM	13	Mahendra Kumar Sahu	BE
7	Gagendra Sahu	MCA	14	Krishna Kumar Gupta	BE

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **NIL**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **NIL**

18. Research Centre /facility recognized by the University : **NIL**

19. Publications:

* a) Publication per faculty

1. Priyanka Pitale

1. “Sensitive Region Prediction using Data Mining Techniques”, published in an International Journal of Engineering and Advanced Technology (IJEAT) , at print pages 332-336,ISSN: 2249-8958 Vol-1 Issue-5 , June 2012 published URL is <http://www.ijeat.org>
2. “Prediction tool for crime Analysis” published in an International Journal Computer Technology & Application (IJCTA) , at print pages 1040-1042,ISSN: 2229-6093 Vol-3 Issue-3 , May/June 2012 published URL is <http://www.ijcat.org>
3. “A survey on Data Set Based Prediction Techniques of Data Mining ”, published in Ciit International Journal of Data Mining Knowledge Engineering ,ISSN: 0974-9683 , Issue , Dec- 2011 published URL is <http://www.ciitresearch.org>
4. “Audio based Secure Encryption and Decryption” published in International Journal Computer Application (IJCA), ISSN: (0975 – 8887), May -2015 published URL is <http://www.ijcaonline.org/proceedings/acewrm2015/number1/20891-6001>
ISBN : 973-93-80886-95-1

5. “Face Recognition from Still Images and Image Sequence” published in International Journal Computer Application (IJCA), ISSN: (0975 – 8887), May -2015 published URL is

<http://www.ijcaonline.org/proceedings/acewrm2015/number1/20892-6002>

ISBN : 973-93-80886-95-1

6. “Survey Paper based on Search Engine Optimization, Web Crawler and Web Mining” published in International Journal Computer Application (IJCA), ISSN: (0975 – 8887), May -2015 published URL is

<http://www.ijcaonline.org/proceedings/acewrm2015/number1/20894-6009>

ISBN : 973-93-80886-95-1

Hulas Ram

Image processing method performance for Digital Re-establishment of older paintings of International Journals of Science and Research ISSN No 2319-7064, Volume II, 2013

Hulas Ram, Minu Choudhary, “Image Processing System for Digital Restoration of Digitized Picture”, at “Shaastrath-2013”, An International Multi Disciplinary Conference on 8th - 9th February 2013 organized by Rungta Group of Colleges, Bhilai, Chhattisgarh, India

Santosh Singh

Client Side Filter Enhancement using Web Proxy of International Journals of Science and Research ISSN No 2319-7064, Volume III, 2014

- * Number of papers published in peer reviewed journals (national / international) by faculty and students: **NIL**
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) **NIL**
- * Monographs : **NIL**
- * Chapter in Books : **NIL**
- * Books Edited : **NIL**
- * Books with ISBN/ISSN numbers with details of publishers : **NIL**
- * Citation Index : **NIL**
- * SNIP : **NIL**
- * SJR : **NIL**

* Impact factor : **NIL**

* h-index : **NIL**

20. Areas of consultancy and income generated

1. MS Office Training to class III staff of RSR RCET, Bhilai : 10000/-
2. Web site development : 50000/-

21. Faculty as members in

- a) National committees b) International Committees c) Editorial Boards.... : **NIL**

22. Student projects:

- a) Percentage of students who have done in-house projects including inter departmental/programme : **65%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : **35%**

23. Awards / Recognitions received by faculty and students:

24. List of eminent academicians and scientists / visitors to the department

S. No.	Topics	Date	Guest
1	Guest Lecture on Software Engineering	15/09/2014	Dr. Akhilesh Tiwari
2	Workshop on Linux	20/01/2013	Mr. Manuraj Jaiswal
3	Workshop on Cloud Computing	22/08/2012	Mr. L B Pandey
4	Workshop on Multimedia	19/11/2011	Ms. Priyanka Pitale
5	Seminar in Career option available in IT	05/10/2010	Mr. Shyam Mishra

25. **Seminars/** Conferences/Workshops organized & the source of funding a) National

S. No.	Topics	Date	Guest
1	Guest Lecture on Software Engineering	15/09/2014	Mr. Akhilesh Tiwari
2	Workshop on Linux	20/01/2013	Mr. S N Mishra

3	Workshop on Cloud Computing	22/08/2012	Mr. Vikram Singh
4	Workshop on Multimedia	19/11/2011	Mr. Arun Dewangan
5	Seminar in Career option available in IT	05/10/2010	Mr. Manoj Bahel

b) International : **NIL**

26. Student profile programme/course wise

Name of the Course/programme (refer question no. 4)	Year	Applications received	Selected	Enrolled		Pass Percentage
				*M	*F	
BCA	2014-15	25	21	11	10	
B. Sc.		25	23	09	14	
PGDCA		50	47	22	25	
M. Sc. (Comp. Sc.)		04	03	02	01	
BCA	2013-14	40	32	20	12	15
B. Sc.		44	37	17	20	27
PGDCA		65	60	30	30	85
M. Sc. (Comp. Sc.)		04	03	02	01	66
BCA	2012-13	58	54	30	24	25
B. Sc.		45	43	24	19	58
PGDCA		64	58	23	35	81
M. Sc. (Comp. Sc.)		12	09	07	02	55
BCA	2011-12	45	41	15	26	24
B. Sc.		30	26	14	12	65

PGDCA		63	57	33	24	82
M. Sc. (Comp. Sc.)		10	05	04	01	80
BCA	2010-11	43	39	19	20	30
B. Sc.		68	63	24	39	55
PGDCA		60	58	16	42	84

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
BCA	98%	02%	Nil
B. Sc.	97%	03%	Nil
PGDCA	95%	05%	Nil
M. Sc. (Comp. Sc.)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	25%
• Other than campus recruitment	20%
Entrepreneurship/Self-employment	15%

30. Details of Infrastructural facilities

- | | |
|---|-----------------------|
| a) Library | :Satisfactory |
| b) Internet facilities for Staff & Students | : Available |
| c) Class rooms with ICT facility | : Yes |
| d) Laboratories | : Software Lab |

31. Number of students receiving financial assistance from college, university, Government or other agencies: 2014-15: 72, 2013-14: 91, 2012-13: 50

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

S. No.	Topics	Date	Guest
1	Guest Lecture on Software Engineering	20/09/2014	Mr. S S Tripathi
2	Workshop on Linux	25/01/2013	Mr. Sachin Harne
3	Workshop on Cloud Computing	12/08/2012	Mr. Naveen Sao
4	Workshop on Multimedia	21/11/2011	Mr. Tarun Lal Amariya
5	Seminar in Career option available in IT	09/10/2010	Mr. Shyam Mishra
6	Workshop on PHP	03/10/2014	Md. Shajid Ansari
7	Workshop on Asp.net	08/10/2013	Mr. Grurdatt Verma

33. Teaching methods adopted to improve student learning
- ⊕ Black board Teaching, Centralize Notes(PPT) available in college portal.
 - ⊕ LCD Projector and other teaching aids.
 - ⊕ Faculty regularly counsel the students
 - ⊕ Students are encouraged to participate in paper presentation, conferences and workshops in various colleges.
 - ⊕ Department provide five years solved Question Papers to the students.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities
- ⊕ Student and teacher participated in swachh bharat abhiyan
 - ⊕ Participated in Blood donation camp
 - ⊕ Participated in Health checkup camp
 - ⊕ Polythene ban campaign in college and city.
35. SWOC analysis of the department and Future plans
- Strength**
- ⊕ Good Infrastructure and Well profiled and skilled faculty.
 - ⊕ Well equipped lab. facility and Wi-fi facility available in campus.
 - ⊕ Sufficient books available in Library and Regular career guidance program.
 - ⊕ Excellent communication among teachers , student and other staff
 - ⊕ Conducting seminar, workshop and guest lectures on various advance topics.
- Weakness**
- ⊕ Course up gradation according to current needs of industry.
 - ⊕ Yearly pattern of BCA and B. Sc. of University is inconvenient for student compare to other university.
- Opportunities**
- ⊕ Computer Science student do have great opportunities in every spare like banking, software industry, industries, teaching profession etc.
 - ⊕ Besides having prospects in higher studies for better and bright career.
- Challenges**
- ⊕ The challenges ahead are to perform best with teacher strength and average quality of students.
 - ⊕ To develop communication skill among Hindi medium students.
 - ⊕ To increase the basic/general knowledge of Information Technology in current scenarios.
 - ⊕ To prepare the student for competitive examination.

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that RUNḠTA COLLEGE OF SCIENCE AND TECHNOLOGY, GANJPARA, DURG (Name of the institution) fulfils all norms


1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.


In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 4/12/15
Place: DURG


Principal/Head of the Institution
(Name and Signature with Office seal)
PRINCIPAL
Rungta College of
Science & Tech. Durg (C.T.)

Declaration

This is to specify that the data included in the self study report is true to the best of my knowledge. This is approved by the institution after internal discussion and no part thereof has been ensured. I thereby assure that the peer team will validate the information provided in the SSR during the peer team visit.


Dr.G.D.Sao PRINCIPAL
(Principal) Rungta College of
Science & Tech. Durg (C.G.)