



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Durga Mahavidyalaya Raipur
• Name of the Head of the institution	Dr. Protibha Mukherjee Sahukar
• Designation	In Charge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07712523753
• Mobile no	09755097900
• Registered e-mail	principal@durgacollege.in
• Alternate e-mail	info@durgacollege.in
• Address	K K Road, Moudha Para
• City/Town	Raipur
• State/UT	Chhattisgarh
• Pin Code	492001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	Pt. Ravi Shankar Shukla University, Raipur				
• Name of the IQAC Coordinator	Dr. Subhash Chandrakar				
• Phone No.	07712523753				
• Alternate phone No.	07712884300				
• Mobile	9826382872				
• IQAC e-mail address	dmv.iqac@gmail.com				
• Alternate Email address	subhashchandrakar80@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.durgacollege.in				
4.Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.83	2018	18/11/2018	29/11/2023
6.Date of Establishment of IQAC			22/06/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Durga Mahavidyalaya Raipur	Vetan Anudan	C.G. Government	2020-21 one year	65442286	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC	View File				

9.No. of IQAC meetings held during the year	00
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Health awareness program- Strategic Move against Covid and its aftermath	
psychological health program-Protection against Depression	
wellness program -Focus on Immunity Building through Organic Food	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Nil	Nil
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
college council	30/10/2021
14.Whether institutional data submitted to AISHE	

Year	Date of Submission
2020-21	15/02/2022

15.Multidisciplinary / interdisciplinary**16.Academic bank of credits (ABC):****17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1 Number of courses offered by the institution across all programs during the year	13
---	----

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	3157
---	------

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2		1829
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description		Documents
Data Template	View File	
2.3		834
Number of outgoing/ final year students during the year		
File Description		Documents
Data Template	View File	
3.Academic		
3.1		31
Number of full time teachers during the year		
File Description		Documents
Data Template	No File Uploaded	
3.2		75
Number of sanctioned posts during the year		
File Description		Documents
Data Template	View File	
4.Institution		
4.1		65
Total number of Classrooms and Seminar halls		
4.2		79277768
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		75
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Being affiliated to the parent body, we ensure effective curricula delivery through following modes:

Curricular Planning

College Academic calendar- The college plans an academic calendar based on university pattern

Syllabus - Syllabus is also provided by the parent body and is uploaded in the college website

Subject Allocation - By concerned departments in meetings chaired by the Head of the Departments.

Time table - Every department prepares time table as per affiliated university instruction. This time table is displayed in the college notice board as well as department notice board.

Course Plan- Faculty members are to prepare the course plan and provide to the students at the beginning of the academic year.

Program outcomes - Program outcome is circulated among the students & uploaded in Website.

Curriculum Delivery

Allocation hours - Time Table gives allocation of hours to the faculty members.

Use of ICT - All faculty members are trained on ICT.

Attendance Register - attendance is monitored by the head of the departments

Daily diary - is religiously monitored monthly by the head and the Principal jointly.

Quizzes - quiz is conducted after the completion of every unit (5

units).

Remedial classes - provided to weak students as per their need.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic evaluation is given prime focus in our institute. The scheme of examination provided by our parent body includes internal evaluation, hence the institute strictly adheres to it.

The academic calendar contains tentative dates of all internal examination. As there are five units in almost every course, we conduct five internal tests immediately on the completion of each unit.

Time table of internal exam is displayed on the Departmental Notice Board.

The assignmentss based on case studies are provided to students on completion of each unit and solutions are submitted by students within aweek.

Pre university exam is also conducted on completion of the complete program.

Quizzes are also organized on regular basis.

Question Bank is also available at our college website. Link is provided to the students.

The answer sheets are cross checked to ensure transparent and unbiased evaluation. Statement of marks are displayed on General Notiice board.

The revision of the internal assessment is taken regularly by the Principal.

Remedial classes are conducted religiously and are marked right from

the start of the session to emphasize its need.

Doubt clearing classes are conducted on all earnestness.

The final University exam schedule is also displayed on the notice board.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

6

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

Nil

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

Nil

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our affiliated University offers a paper on Environmental Studies as a part of syllabus for undergraduate students. Apart from that socially relevant issues related to professional ethics, human values, gender, environment and sustainability have been included in the syllabaithrough a number of subjects such as sociology, psychology and political science,.

Apart from this, our institution have the Eco club which performs activities of spreading awareness of these values among students like rainwater harvesting, saving of drinking water etc. NSS unit undertakes a lot of activities in nearby villages through camps. In these camps NSS organises various environment related programs like tree plantation, cleanliness, plastic free drive etc. International woman's day was recognized and Sanitary Pads were distributed among people for awareness regarding Woman health & hygiene. NCC also conducts a lot of activities towards these cross cutting issues. During Covid time our cadets volunteered to serve food packaging services for home isolated patients and also helped traffic police in maintaining social distancing during lax hours. Tree plantation, cleanliness of pond road safety campaign, National festivals were celebrated by different NCC units which serves as a platform to enliven patriotic and moral values among students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships	
224	
File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	http://durgacollege.in/igac/FeedbackAnalysis2020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.durgacollege.in/igac/FeedbackAnalysis2020-21.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	

2.1.1 - Enrolment Number Number of students admitted during the year**2.1.1.1 - Number of students admitted during the year**

3154

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

1910

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college has a sizeable number of faculty with long teaching experience both in strategic teaching and handling of both slow and advanced learners if any. It is customarily noticed that slow and advanced learners are identified on the basis of entry-level marks and their performance in class test series, classroom activities, assignments, and other academic activities inside and outside the classrooms. Once these learners are identified, they are given both personal attention as well as collective guidance. Teachers provide these students with additional study materials, video lectures, powerpoint presentations, online-content to give them additional learning opportunities and insights into how to present facts and content in a methodical way. Regular tips are accorded while lesson teaching and repetitive reminders to bring in habitual changes in academic performance. Remedial classes are therefore a part of the departmental timetable to facilitate easy learning with quick accessibility. These students are also provided with peer tutoring by high achievers and mentoring by faculty members. The departments

also take special care of advanced learners. Advanced learners are encouraged to spend more time in the library, reading reference books and preparing for higher studies, and competitive exams. They are productively engaged in tutoring slow learners as well. They are also motivated to participate in seminars, conferences, workshops and are also given opportunity to work on individual and group projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3154	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Faculty members of Durga Mahavidyalaya employ various learner centric methods to enhance the learning ability of students. Methods like Discussion, Individual and Group Projects, Assignments, problem solving methods are the major ones of classroom teaching. Department of Commerce organizes industrial tours since long to give a visual perspective of what the world of business demands on the part of commerce-takers. To enhance the learning through industrial tours, project reports are also prepared to give a wide view of business in process and progress.

Likewise, geographical tours are also organized by Department of Geography to probe into physical and commercial geography as luster to easy learning with prompt acceptance. Political Science Department also takes students to various political organizations contributing as political structures at micro levels. For example how a parliamentary House turns its sessions or how a sarpanch conducts his duty. Similarly Students of Computer Science department

are motivated to work independently in practical sessions. They work on mini projects individually, which helps them to acquire technical skills.

Teachers of Education Department, make their classes interactive to encourage confidence, and problem solving ability in their students. The department organizes various competitions and programs to help their takers acquire skills needed by a teacher. The students are involved in community activities, field works, internships and projects to help them attain different skills needed by a teacher.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Ours is one of the oldest colleges in Chhattisgarh, yet we are proud to say that it is skilled in making the best use of advanced ICT tools. Various forms of ICT tools like PPTS, OERS, YouTube Videos, social networking platforms are extensively used by the faculty members for effective classroom teaching. The Institute has the spirit of moving forward and hence it aspires the faculty members as well as students to learn and upgrade themselves with the use of latest ICT tools. We have seminar hall and conference room equipped with latest ICT tools along with LCD projectors in few departments like Geography, Computer Science and Education. Faculty members often choose these systems to teach students through PPTs. The institution has e-library and INFIBNET too; the faculty members and students are encouraged to make good use of these facilities for their research related work. Session 2020-2021 has been a real challenge due to the pandemic COVID 19. The sudden shift from offline teaching to online, gave all the faculty members a challenge and an opportunity to learn handling of various ICT tools and now all our faculty members are equipped to use latest tools and conduct online classes effectively.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

25

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

715

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment is an integral part of teaching procedure and is religiously carried out at departmental as well as on institutional level. Commonly at the close of every unit a teaching faculty necessarily takes a test to measure how successful he/she has been in teaching the topic prescribed. If at all, a large number of students show inadequacy in giving proper answers as required by the norms of university examination, then remedial classes are the most opted solution.

The college examination committee maintains a neat record of the number of takers of examination, according to various programs, and instructs the faculty to emphasize the importance of internal examination time and again in the classroom.

The college practices a transparent mode of evaluation, wherein the examinees/takers are provided with the opportunity to look into their answers script after examination and receive necessary tips if required for improved performance during the university exams.

Academically this process is therapeutic and the dissection of a student's performance on a student's face makes a student learn how valuable feedbacks are in the making and shaping of his/her career and personality. Such sessions are equally beneficial in mirroring the shortcomings if any, on the part of the faculty too. Spontaneously, a faculty picks up the necessary clues for improvement and saves the chair from becoming uncomely and impolite. In a way, these diagnostic practices maintain the academic well-being of our institute.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Our mechanism of internal assessment is restructured and rejigged with the flux of time. Our intent of the internal assessment is not merely to make our students combat their examination fear but also to measure their own skills and better upon those which need bettering. No additional fee is charged for taking up internal assessment, rather it is a part of academics hence, no taker is allowed exemption from internal assessment unless and until there are unavoidable reasons clubbed to it. All answer scripts are sent back to the departments after evaluation, and as for the evaluation it needs to be in strict accordance with the key to the questions provided by the paper setter. Copies are opened to the scrutiny of the examinee and the respective faculty is available during the hour of scrutiny to discuss any kind of dissatisfaction on the part of the examinee. An examinee can re-total his/her marks and can request for revaluation in the face of dissatisfaction with his/her scores.

Further, the results are displayed at two different corners of the college so that, the examinees can have easy look at the declared results. The results are not removed for nearly a month so that the examinees are gently reminded of their shortcomings and the sight of the result pasted on the notice board serves as the daily dosage of motivation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Course outcomes are well communicated to the takers through various sources like, institutional website, prospectus, Whatsapp groups. They are also repeated in the classroom time and again to make the purposiveness of the course, bold and telling. Following are the academic outcomes in general:

- In-depth knowledge of the subject with its functional and contemporary aspects.
- Use and application of knowledge for proximal and distal situations.
- Spread of cross-discipline interactions for the readiness of minds.
- For molding reasoning skills to make takers logical and pragmatic.
- For imbuing critical reasoning for considerable contribution to research.
- Shaping of analytical reasoning to promote logical interpretation.
- For enriching emotional quotient level to shape collaborated approach.
- For enhancing people's skills to shape a livable society.
- For stimulating takers to put hands-on experience.
- For structuring employability skills through financial world exposure.
- For awareness towards good health and proper hygiene.
- For necessary guidance to opt for a suitable career.
- For eager participation in competitive exams.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.durgacollege.in/index.php?page=program_outcome
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college has developed an effective mechanism for the evaluation of the attainment of program outcomes and course outcomes.

1. The induction program is organized by all departments individually for the new entrance and as a reminder of the college values at the start of the program. Here they are informed about the amenities available within the premises in short and career opportunities in detail. This enables them to visualize what would be their profit on the close of the programs opted.
2. Evaluation through regular internal tests for a methodical move towards the attainment of outcomes. By participating in regular unit tests a continual and comprehensive assessment of strategy towards POs and COs is evaluated and estimated. At the close of the program, a pre-university examination is organized and every taker is reminded of his/her religious participation. Apart from this major step the teacher also reviews the academic performance of the takers through laboratory practicals, class assignments, paper reading sessions, and previous results. The principal monitors the transparency of the evaluation method.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

861

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.durgacollege.in/igac/feedback1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

11

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

Nil

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Due to the Pandemic, no innovation activity has been conducted. The College is determined to pursue the same since normal days seem to be at the threshold.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

05

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

41

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

15

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

07

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Many programs have been conducted in various heads

Collect plastic wastes for giving message of cleanliness Seminar on "What I Can do to Clean" Cleanliness and Awareness campaign Cultural function, Debate and Quiz competition Awareness about "Covid-19" Helping to the police and administration in the prevention and control of corona virus Awareness about "Covid-19" Cultural Transformation between PU, HR, HP & CH Dtc. Awareness Rally on Covid-19 Learned Compulsory Camp Activities Cleanliness of Pond Awareness about Traffic Rule Performed and Learned about Yoga Plantation Ration Packing Awareness regarding use of mask Tea and snakes distribution for C.G. Police Awareness programme on road Talab suraksha Oath taking Awareness regarding use of mask Sign language training programme Rangoli making regarding traffic awareness Nukked Natak (traffic awareness) Scooter Rally Nukked Natak Drawing, Quiz and Debate Rally and Workshop Plantation Ration distribution for aged people Vaccination Camp Webinar on Menstrual Hygiene

Webinar on World No Tobacco Day

Visit to Swadeshi Mela Organised Corona Awareness week International Yoga Day Tree Plantation International Yoga Day International Anti Drug Day Doctor's Day Literacy program Mask Stitching and Distribution

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

09

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

33

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

42

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Our institution has adequate physical facilities of class rooms for the students, according to the strength of the college. The students feel well ensconced with such class room facilities provided for them. There is no deficiency of space in the college, as it adequately fulfils the basic requirement and has the needed infrastructure. The college premises are around 5 acres of land. The class rooms are 64 in number, and the laboratories are 3 in number- subject wise, namely, computer, geography, psychology. There is a separate ITC room also. A separate sick room is also allotted for students needing first aid and immediate medicinal attention. Furthermore, a room for the disabled students is ear-marked. Special facility of scribes is also provided for those students who need it. The college has a huge auditorium .The seating accommodation is for about 200 students

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Durga College makes the best use of student's calibre. There are many cultural events and function organized in the college. The students participate in the events with high spirit showing their total involvement. They are constantly encouraged even inspired in their respective fields of knack and interest. Creativity and constructive approach is the prime motive, and is also the high water mark of our well reputed institution. Thus, the potentials of the wards are amply taken care of. There are also facilities for indoor and outdoor games and for the field's events. To enable the sports events, the college has a wide play ground - the open space which meets the requirement where different sports activities are held regularly, giving them good physical training and culture.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

292134

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

For imparting advanced knowledge and inculcating full intellectual growth ,the institution has a rich library in all the avowed

subjects taught in the college. The learning resources are constantly replenished. The students are always encouraged to make the best possible use of the academic facilities. So for as updating is concerned, persistent efforts are under way for making the library automated, being equipped with integrated library management system (LMS) software used is (IDEA INC) .At present the nature of automation is partial and the version is (BETA). Full attention is being devoted to upgrade the library and implement the ILMS.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

41051

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****1516**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The process of computerization is well under way. Special attention is being paid for taking care of the required technicalities.

The college has well earned both IT facilities and caters to the students much needed requirement for the WI-FI facility. Special training is being arranged in this field.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers**94**

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution**D. 10 - 5MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

333185

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Durga College being a well established institution of high repute fulfils all the conditions and requisite requirements. On the approved line and the excepted norms ,it enjoys the establish system and well laid down procedures for maintaining and utilizing the necessary and the ancillary facilities is reiterated as it provides all facilities in the areas of laboratories, library, sports complex, computer, class rooms etc. Thus, the college is committed to provide facilities to students so that they can physically and mentally grow in high spirit and order, with full growth and normal development.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

915

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	D. 1 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 443 550 506">File Description</th> <th data-bbox="555 443 1474 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 512 550 613">Link to Institutional website</td> <td data-bbox="555 512 1474 613" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="86 620 550 683">Any additional information</td> <td data-bbox="555 620 1474 683" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 689 550 815">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="555 689 1474 815" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	Nil	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to Institutional website	Nil								
Any additional information	View File								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
00									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
00									
<table border="1"> <thead> <tr> <th data-bbox="86 1216 550 1279">File Description</th> <th data-bbox="555 1216 1474 1279">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1285 550 1339">Any additional information</td> <td data-bbox="555 1285 1474 1339" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1346 550 1545">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="555 1346 1474 1545" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

173

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

05

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

SRC (STUDENTS' REPRESENTATIVE COUNCIL) is a student body of the college consisting of student representatives from all the branches. The SRC is mainly involved in conducting and organizing intra and

inter-college activities. These events include "Sapt Dhara", a cultural extravaganza, Cultural Events and extension activities.

All these activities throughout the year help the students to improve on their communication skills, presentation skills, and organizational skills and help boosting the self-confidence of the students along with explore their latent talents.

Aims and objectives of SRC are as follows:

- To enhance communication between students, administration, staff and parents and all concerned stakeholders.
- To promote friendship and respect among fellow students and teachers.
- To promote co-curricular and extracurricular activities by providing the platform.
- Representing the views of the students to college administration.
- To support the administration and staff in the development of the institute.
- To represent the views of the students on matters of general concern to them.
- To promote the core values as defined in the Mission Statement of the college.
- To promote an environment conducive to educational and personal development.
- To coordinate activities of students' societies of various departments.
- To actively participate in the conduction and organization of various functions.
- To coordinate the functioning of various clubs and committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

35

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Institute has a registered Alumni Association for building strong bond between alumni and present students. The alumni give support to the students through interaction, financial funding, guidance and placement. The Alumni Association of the Institute is called as Durga college Raipur Alumni Association. The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni.

Objectives of the Alumni association:

- To encourage and promote close relations between the Institution and its alumni and among the alumni themselves.
- To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the Institution.
- To provide and disseminate information regarding their Alma Matter, its graduates, Faculties and students, to the alumni.
- To initiate and develop programs for the benefit of the alumni.
- To assist and supporting the efforts of the Institution in obtaining funds for development.
- To serve as a forum through which alumni may support and advance the pursuit of academic excellence at the Institution.
- To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society.

- To organize and co-ordinate reunion activities of the Alumni and let the Alumni acknowledge their gratitude to their Alma Matter.
- To collect, publish and distribute such information as may be useful to the alumni and their Alma Mater.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our governance body is so reflective and the prime focus is on the vision and mission of the institute.

Nature of Governance: The institution is governed by Durga Education Society, which manages and regulates all the policies and plans. The society has a transparent and democratic approach of functioning. To ensure the participation of all the members of the institution in decision making process - there are two teacher's representatives in both, Board of Management and Governing Body. The inputs, suggestions and feedback given by the teachers in the College Council meetings are presented in the meetings of BOM and GB through these representatives. The decisions taken democratically in these meetings are communicated to all the members through the head of the institution i.e. Principal. Thus the governance of the institution is conducted collectively with the spirit of fulfilling the vision and mission of the institution. **Perspective Plans:** All the perspective plans are initiated from the Governing Body and are implemented through the Principal. Some perspective plans are:

1. To up-grade and modernize the library facilities.

2. To have internet connectivity in all the departments.
3. To include vocational and job related programs for the students.
4. To organize departmental workshops, seminar and conferences.

File Description	Documents
Paste link for additional information	https://www.durgacollege.in/index.php?page=visionandmission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution firmly believes in decentralization and thus empowers each department and individual faculty members with flexibility and a role to play in decision making process. The Principal being the head of the institution adopts a democratic and flexible approach. From the formulation of policies and plans to their execution the inputs from every faculty members are welcomed with an open mind. The institution has clearly defined procedure to maintain and evaluate effective implementation and improvement of policies and plans of the institution. The monitoring process is hierarchial and is made with the Principal as the head of the institution and Heads of the departments, at the next step, followed by senior and then junior faculty members. Though the final deciding authority rests with the principal, the Head of the Departments and head of various committees have power and flexibility to take decisions on their own discretion for the betterment of the institution.

To promote a culture of participative management, the interests, inclinations and expertise of all the faculty members are tapped by involving them in all the spheres of management through constituting various committees. More than 20 committees are formed to look after the administrative and academic management of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

On the basis of strategic planning, the following actions have been taken:

- The need was felt to construct additional classrooms, whereby new classrooms have been constructed.
- WIFI facility has been made available for the students in the campus.
- Publishing paper in reputed journals by faculty members and encourage students to do the same.
- Initiate number of Patent filing
- Participation in Conferences
- Sign MoU with industry for training, interaction, inviting experts for interactive sessions
- Organize Workshops/Training for Faculty/ Organizing Conferences
- Introduce Certificate/Value Added Courses
- Guest Lecture, Association Activities of respective departments.
- ICT-based teaching

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Service Rules: The institution follows the service rules as stipulated in the Ordinance. **Promotional Policies:** Promotional policies as determined by the Government are followed. **Grievance Redressal Mechanism:** The institution has a Grievance Redressal Cell which works actively under the supervision of the Principal and looks after the grievances of students. The cell ensures that a democratic and student friendly environment is created and maintained in the campus. The higher authorities provide full support to the cell to resolve all the matters. The students have easy access to the members of the cell, Head of the cell and

Principal. There is also a Women Anti-Harassment Cell in the institution, which is run by the female faculty members.

Recruitment Policies: The needs for recruitment, generated from respective departments are first sent to the office of the Principal for approval. Then the post is advertised in various Newspapers. The eligible candidates are called for interview. In case of appointment under statute 28, the interview panel comes from the university, and for appointment under Ad-hoc an internal committee is formed. The names of selected candidates are sent to the Governing Body for final approval. Thus all the stipulated rules are followed for recruitment.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.durgacollege.in/index.php?page=institutionalOrganisationalChart
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The Management of the institution is very empathetic and incorporates various welfare measures for both teaching and non-

teaching staff. Some welfare measures are:

- The college provides Contributory Employees Provident Fund facility to all the teaching and non-teaching staff as per the norms.
- There is a group Insurance Scheme for Staff appointed under 1979 act.
- There is an Employees State Insurance Corporation Scheme for both teaching and non-teaching staff working on salary below 21,000.
- Availability of Gratuity at the time of retirement.
- Availability of Maternity Leave of 180 days with full payment
- Interest free festival advance or any such advance for non teaching staff
- All the staff members are entitled to different types of leaves i.e. CL, EL, DL and Medical Leave as per the norms.
- Some of the faculty members have formed Staff Service Fund. Every month they deposit some fixed amount in fund, wherein the accumulated fund is used to provide loan to the members in need, on very low interest rate.
- There have been instances of Management extending financial support to its staff during medical emergencies and critical illness.
- The college gives retention amount to contractual teaching staff for two months during summer vacation.

File Description	Documents
Paste link for additional information	www.epfindia.gov.in, www.esic.nic.in
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

07

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college maintains self assessment procedure through a well defined format to promote self introspection as contributor to academic excellence of the college, every member on teaching staff is provided of form to fill in academic contribution throughout the session. Academically a session begins on 1st July and ends on 30th June. Hence, by the completion of academic year a faculty members are expected to submit his/her filled form to the head of the department . The self evaluation form contains 9 points and focuses on research contribution academic discourse is in the form of Seminar and Conference, National and international and production of reading content in the form of text reference book. A faculty member is also compulsorily asked to notify any collective or sociable contribution in the field of education. For example being a member of board of studies, resource person for Refresher or Orientation course or extending services on faculty exchange programmes. All such details are to be filled in with supporting documents and submitted to the head of the institute for necessary record too.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit

objections within a maximum of 200 words

The external financial audit is carried out by Certified Chartered Accountants appointed by the college at two levels:

- Statutory Audit is carried out every year before 30th September, for the preceding year by the Chartered Accountants appointed by the Governing Body.
- Second, External Audit is carried out by the team of Government Auditors sent by the local audit fund department of State government, after specified intervals.

For settlement of audit objections, the institution submits letters of clarification to the concerned bodies and fulfills legal requirements as per their orders.

During year 2020-2021 the college has earnings of Rs. 9,89,759. After considering all the expenses, there are no assets created in the current financial year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The Grants from State Government are utilized to meet salary and other allowances for teaching and non - teaching staff appointed under Treasury Payment Act 1979.
- The institution is recognized by UGC under sections 2F and 12B and thereby it receives Development Grants from UGC for various development activities. The funds received from UGC are used in the purposes clearly mentioned against these grants.
- The department of Education and Computer operates under a self-finance scheme and the salary and other expenses of these departments are met from the part of fees levied from the students,
- All the other requirements are fulfilled by available bank balance. The monthly requirement is calculated and the resulted amount is invested in Fixed Deposits of Nationalized banks. This is done so that the institution is able to use the fund economically and efficiently and also to earn good amount of interest.

The institution has an effective and transparent system to monitor the efficient use of available financial resources. All the expenditures are initially authorized by the principal. All the requirements are submitted to the purchase committee, which invites quotations from various suppliers/agencies and places order after duly comparing them. Every transaction is supported by the vouchers. The cash payments are duly supported by receipts. All the records of the day to day expenses are recorded in cash books. The accounts department prepares and maintains yearly budget and monitors the finances of the college cautiously.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC, institution is a significant administrative body that is responsible for all quality matters. It is the prime responsibility of IQAC to initiate, plan and supervise where is activities that are necessary for the quality of education important in college. In

fact, it maintains the political at the institutional level. IQAC may analyse and systematize the efforts and measures of an institution towards academic excellence. IQAC has the following functions 1. Development of quality benchmarks for the academic and administration of the college 2. Dissemination of information on the various quality parameters of higher education 3. Organization of inter and intra institutional workshops, seminar and promotion of quality circles. 4. Documentation of the various programs of the college leading to quality improvement. 5. Development of the Annual Quality Assurance Report based on the quality parameters.

The most important thing, through IQAC, feedback is taken from students individually by the teachers. For this purpose special format is prepared on which students give their responses about college's contribution. In 2020- 21 students did not come to college for a long time due to covid-19 spread, but in the remaining time their feedback was taken.

File Description	Documents
Paste link for additional information	https://www.durgacollege.in/igac/FeedbackAnalysis2020-21.pdf
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory

core courses, various cocurricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities.

Pre university examinations are also conducted at departmental level (in Department of Education and Computer Science and for PG Courses) and at institutional level (for all other courses). According to the performance of students in these exams; they are given necessary feedback in the form of measures and suggestions to help them perform better in main exams. If needed, extra classes, remedial classes are also being engaged.

File Description	Documents
Paste link for additional information	https://www.durgacollege.in/index.php?page=academicCalender
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.durgacollege.in/igac/FeedbackAnalysis2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

- Annual Gender Sensitization Action Plan- A Zero tolerance policy towards such incidents is followed and strict action is taken against the person guilty of misconduct.
- Specific facilities provided for women in terms of:-
- Safety and Security- The institute gives utmost importance to the safety and security of students. There is a "Discipline Committee" (Anushasan Samiti) which includes teachers who diligently maintain discipline in and around the campus to ensure safety of everyone. Apart from the committee the teaching and non teaching staff who are not a member of committee also take the moral responsibility to ensure safety. There is also a CCTV installed in the college campus to monitor the activities within the campus. There is also a dedicated anti ragging committee which includes teachers that keep strict vigilance on ragging to ensure every student feels safe and secure. We also have security guards present round the clock who ensures the safety and diligently check the ID card of students before they enter the college premises.
- Counselling- The institute also has a counselling committee "Mahila Utpidan Roktham Prakoshth Samiti" which extends its help to not just the female students but also to evry woman employee of the college. The committees offer their counselling to students and employees at regular basis.
- Common Rooms- There are seperate common rooms for boys as well as girls with basic amenities.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-

D. Any 1 of the above

**based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid Waste Management-** The solid waste generated by the institute is dumped at the nearby Nagar Nigam bin. From there it is sent for further disposal and recycling. For all the bio degradable solid waste we have a compost pit where all the solid waste from plants and shrubs are collected, stored and further used as manure.
- **Liquid Waste Management-** The liquid waste generated is used as a liquid manure in the plantation at the campus garden. Also the waste water from wash basins is used for watering the plants.
- **E-Waste Management-** The entire E-waste generated is discarded diligently by the Computer Science Department.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>D. Any 1 of the above</p>
--	------------------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>Numerous efforts have been made by the college to provide an inclusive environment i.e. an environment which emphasizes the feeling of tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic etc. Our core principle of providing education revolves around these parameters. The same is</p>

reinforced via lectures and conduction of various programs like "Ek Bharat Shrestha Bharat" which was conducted by NCC. The program aimed at enhancement of interaction and promotion of mutual understanding between people of various communities. People with various cultural and religious background are associated with the college directly and indirectly. To have a conducive and cohesive work and teaching environment it is very important that students and other people learn to respect and appreciate the diversity. Only through mutual support and collective well being can we achieve the goal of being successful in imparting wholesome education. Through this effort and program we want to achieve the larger goal of "Unity in Diversity". Cultural programme are organised. The objective of organizing such cultural programme is also to promote awareness about other's culture and develop a sense of respect and tolerance towards own culture as well as of the others.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

It is a moral obligation of an educational institute to imbibe and enunciate various constitutional values amongst its students. To build a nation which is morally and ethically upright it is imperative that the citizens are aware of their fundamental rights and duties. Only with the knowledge of rights can we expect to build a nation in which citizens honor the other citizen's rights and fight for them. A nation is built stronger with the help of citizens who consider it a moral responsibility to fulfill their duties towards the nation, the society and fellow citizens. We celebrate "Constitution Day" on 26th November in which every member of Durga College pledges by the preamble of the constitution and vows to abide by the fundamental values of sovereignty, democracy and secularism. We also give lectures and seminars to inspire students to follow the core value of the constitution. We also conducted debates prior to pandemic on Secularism, Religious Harmony, Social Harmony, Economic parity.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	https://www.durgacollege.in/agar/Constitutional%20%20Obligations.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff	C. Any 2 of the above
4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals
<p>The College organizes and celebrates a number of national and international days:</p> <p>Republic day - A program is organized celebrating the Republic day</p> <p>Women's day celebration- 8th March each year is celebrated by various programmes on women empowerment.</p> <p>World Environment Day- 5th June- various programmes are organized by the Eco Club spreading environmental concern and consciousness.</p>

Independence Day-A program is organized to celebrate India's Independence day through reliving our past and paying tribute to the heroes who laid their lives for their motherland.

Durga College celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Teachers Day- students organize programmes for the teachers to celebrate the Birth anniversary of Dr.Sarvepalli Radhakrishan.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title: Tree Plantation.

Goal: Building a greener future by planting trees.

The context: Tree plantation not just ensures a greener future but has multiple advantages.

Practice: Every year college organizes Tree plantation drive in which most of the departments and committees along with NCC,BEd, NSS and Sports Department participate.

Evidence of Success: Tree plantation in and outside of the campus has enabled in ensuring a greener environment and contributing towards a larger goal of a greener and healthier future.

Problems Encountered: In pandemic no mass gatherings could be conducted at a larger level. Blood Donation

Title: Blood Donation.

Goal: Saving lives.

The context: Blood donation means the donation of blood by a healthy Blood Donor to an unhealthy Blood recipient. One unit of blood is capable of savings 4 lives via its various components.

Practice:

Blood donation drive used to be organised by NSS, NCC, Student's Union at college campus. Evidence of success:

This pandemic has been challenging in terms of organising blood donation.

Problems Encountered:

Organising an event at large scale, conducting a prior RT PCR test is difficult.

File Description	Documents
Best practices in the Institutional website	https://www.durgacollege.in/index.php?page=cultural ; https://www.durgacollege.in/agar/CovidAwarenessProgram.jpeg
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Covid Awareness Program

A CoVID awareness program was conducted by the college throughout the tenure of the pandemic. The key features of this program were:

- Teachers conveyed the latest health guidelines to students via

e- meetings. They also educated them about the various precautions that can be taken to prevent from getting infected.

- Video recordings were circulated across various online student groups of the college which were educative and informative. Most of the professor individually sent videos to students describing about the precautions and ill effects of the pandemic. Extra classes were conducted online for COVID awareness.
- Various helplines and Whatsapp group were formed to help students in need of help during the pandemic.
- Govt Guidelines were also circulated to students promptly via messages, alerts etc.
- Information about the nearest medical centers were also circulated to students.
- Online Moral and Psychological counselling was given to students by professor.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year.

The College plans the following steps for implementation in future:

To develop a system for online feedback of Students, Parents, Alumni, Employer and stakeholders.

To enhance academic excellence through the use of ICT in class rooms, Development of SmartClass Rooms etc.

Developing e- contents.

More programs to support mental well being of all stake holders of the institution.

Efforts towards understanding attainment of outcomes.