

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

DURGA MAHAVIDYALYA RAIPUR

**K.K. ROAD, MOUDHA PARA, RAIPUR
492001**

www.durgacollege.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Durga Mahavidyalaya came into existence in 1951 through the initiative taken by visionary- doyens of Raipur Bar Council. Advocate Shri .M.Bhaduri and Advocate Shri. P. Bhaduri and enthusiastic colleagues who recognized the importance of higher education in the development of the State. Their vision was to provide quality education to students from diverse backgrounds, irrespective of region, religion, caste, economic strata and academic performance in earlier years. It is due to their dedication that Durga Mahavidyalaya is in the list of the reputed colleges of Chhattisgarh.

This year Durga Mahavidyalaya steps into the 66th year of its existence. At its inception the college had only 56 students which have now swelled to more than 3000 students. This shows the potential of the institution.

The land of Durga Mahavidyalaya was donated by Late Shri Pt. Ram Narayanji Dixit. The motive behind the establishment of the institution was to use education as means and instrument to enlighten the society. Apart from providing value-based education and learning, the college strives hard to provide congenial atmosphere for over-all grooming and development of students by various co-curricular and extracurricular activities. The institution is a complaint of 12B and 2(f) of UGC. The Post Graduate Departments like English, Hindi, Commerce, Geography and Political Science are recognized research centers of the University and the staff members are actively engaged in research work. Durga Mahavidyalaya is thus a golden institution striding ahead decisively towards a resplendent future.

Vision

The Vision of Durga Mahavidyalaya is to reach, educate, inspire, and nurture today's generation. The college provides inclusive education for inculcating human values and professionalism to all sections of students.

Present era is the era of challenges and one of the major issues today is to build up an excellent career. Durga Mahavidyalaya aspires to prepare the students to face the challenges of new era. Its signature line is "**Vidya Dharmen Shobhate**" wherein all the efforts and resources are directed to fulfill the need of constructive yet advanced learning for both personal upliftment and professional enhancement.

Mission

1. Durga Mahavidyalaya firmly commits to academic excellence of the students.
2. To equip and empower students, especially from the socio-economically backward families with updated knowledge, competence and creativity to face global challenges.
3. To avail opportunities to the students for their mental, physical growth and development of ethical values and culture.

4. To impart value-based and value-added education to breed socially responsible and self- confident citizens for the future.
5. To prepare the students not only to accept challenges but also to enable them to lead good and contended life.
6. To provide total learning environment in the campus.
7. To evolve innovations in teaching-learning, research and extension activities to achieve national standards.
8. To generate consciousness of our national heritage, culture and value system along with the rational temper well aware of issues related to human rights and environment.
9. To realize the constitutional goal of equality through education to all, irrespective of caste and creed.
10. To promote women's education and eradication of illiteracy.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Proceeding opportunities for students to explore their strength through seminars, lectures, kavya goshthi, story and poem writing and educational tours.
2. Availability of Student friendly environment.
3. Well qualified teaching faculty members.
4. Recognized research study centre in Pandit Ravishankar Shukla University, Raipur.
5. Excellence of students of the institution by securing position in the merit list of university.
6. Holistic Environment in the institution.
7. Healthy Teacher student relationship.
8. Committed teachers are friend, philosopher and guide to the students.
9. Teaching learning is student centric.

Institutional Weakness

1. Weak economic background of students.
2. Lack of English communication skills.
3. Lack of regular staff.
4. No regular appointment in the vacant posts.
5. Learning medium is a barrier to the students from remote areas.
6. Unavailability of computer and internet Facility in the departments.
7. Lack of funds for all round development

Institutional Opportunity

1. Students get opportunities to crack competitive exams after pursuing various courses.
2. Students are made aware of practical life by the teachers of the institution.
3. Courses promoting confidence to keep pace with the changing times.
4. Students get the opportunity to become good human beings for good life in future.
5. The institute gives students opportunity to excel both in professional and personal life.

Institutional Challenge

1. To improve the communicative skills of students.
2. Medium is barrier to the process of learning
3. To train the students to develop writing skills.
4. Modern infrastructure in college
5. Counselling of the students at the time of admission to develop interest in the courses they intend to pursue.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Durga Mahavidyalaya an affiliated college of Parent Organisation, Pandit Ravishankar Shukla University, is committed to quality education. With 26 courses in progress, it aims to mould excellence for the best of the society. A host of 56 faculty members and 30 non-teaching staff, the college has been attaining its goal all these years with all commitment and required skills. The college focuses on rural and semi-rural students to better the level of literacy in its own modest ways. With a planned programme every year, the college holds Pre-university exams, internal tests, class tests to prepare students for praiseworthy performance. Remedial and Tutorial classes are conducted to give extra attention and academic help to the weak students. Students' feedback system is the most potent tool for the teaching support. A healthy academic growth is also promoted through environmental health and socio-cultural programmes. A plastic free zone and green campus are its additional attributes for good mental and physical health.

Teaching-learning and Evaluation

Durga College is one of the most renowned institutions in Chhattisgarh. The greatest asset of the institution is the method of Teaching Learning is student centric. A holistic environment is maintained for the physical and mental development of students. Educational tours, Industrial visits Seminars etc are conducted to inculcate and invoke critical thinking in students.

The institution adopts both Formative and Summative method of evaluation. Formative approach includes class tests, group discussion Seminar etc to evaluate the skills of the students. Summative evaluation includes mock-exam before the final examination and then final exam. Complete transparency is ensured in the internal assessment of student's performance throughout the session. At University level there is provision for revaluation and re-totaling. The institute has NSS and NCC to promote the development of moral and ethical values in students. Every year the institution organizes Yuva Utsav for 10-15 days to give opportunity to the students to show their talent.

The institute also adopts innovative methods to upgrade the students. Computer department has a smart classroom. There is E-Library for the students to enhance their knowledge. The institute also gives gold medal to those students who score highest marks.

Thus the institution adopts every method to motivate the students so that they progress in life and career.

Research, Innovations and Extension

The College has a research committee under which around 13 scholars have successfully completed their PhD and many more scholars are towards completion. The college has a well furnished infrastructure with all the amenities like library with internet connectivity and latest reference books, game rooms & huge play ground. It also has an audio-visual room for guest lectures, seminars & workshops. A separate fund has been allocated by college to various departments encourage faculty for conducting workshops & seminars. Our NSS, NCC & Red Cross teams are very active with frequent organization of health camps, awareness camps, blood donation camps in nearby vicinity & have also been awarded for their perseverance. The faculty consists of members who have published numerous research papers & books. Many of the faculty members have had the opportunity to visit some reputed universities. The students regularly partake in the field & day trips. The students are also explored to the economic, industry through various projects & internship.

Infrastructure and Learning Resources

Learning resources and facility are the backbone of any institution. To consider in mind time to time authority enhance the learning infrastructure in the form of classroom, modernization of Tutorial and Conference hall. Incorporate learning resources in Library. From the date of establishment, the institution is on the verge of 68 years. To keep in mind repairing of building, furniture is taken care of from time to time. In recent past remarkable developments are made as follows:

- Construction of 6 classrooms in 2 separate buildings.
- Ultra Modern Tutorial Hall.
- New Staff Room.
- Provision of Canteen
- Lush Green Garden

Allotment of fund in Budget for infrastructure development is sufficient to execute the same work.

Student Support and Progression

Every year the institution gives admission on merit basis and in compliance with the reservation policy of state government. Students are given scholarships as per government policy. Support services are available for SC/ST/OBC and physically handicapped students. The institution is friendly to physically challenged people. There is ramp, wheel chair and separate toilet for Boys and girls. The NCC, NSS and Red-Cross society organize different activities for student's awareness, involvement and empowerment. Various programs are being run in the college for the betterment of the student, such as mock interview, career guidance cell, anti-raging cell, IQAC cell, cultural, sports, student alumni cell and other activity cell. The institution uploads all relevant information in website.

Governance, Leadership and Management

Durga Mahavidyalaya is firmly committed to academic excellence of the students. It aspires to equip and empower the students with updated knowledge, competence, creativity, right attitude and positive values to face the challenges of present era. The college is governed by Durga Education Society, which functions in a

democratic and transparent manner by involving all the members in a decision making process. The institution believes in decentralization and participative management and thus forms more than 20 committees to look after the different administrative and academic activities. The institution works in a planned way and all the perspective plans are initiated from the Governing Body. The institution religiously follows all the service rules, recruitment and promotional policies as stipulated in the ordinance. The management is empathetic and has a number of welfare schemes for both teaching and non teaching staff. The finance department of the institution is well equipped and is responsible for mobilization of funds and optimal utilization of resources. The IQAC of the institution has been established on 22nd of June 2016 and since then the cell is making a conscious effort to evolve strategies for qualitative enhancement in all the arenas of academic and administrative activities. As a result of these efforts many quality initiatives have been implemented and a few are in pipeline. Thus the governance of the institution is conducted collectively with the spirit of fulfilling the vision and mission of the institution.

Institutional Values and Best Practices

The college gives utmost importance to the safety and security of staff and students, for this CCTV camera is installed and a discipline committee is appointed. An Anti-ragging committee is formed to ensure that newcomers are provided a safe environment. College takes active measure for solid, liquid and e-waste management. Green practices are encouraged amongst students. The college campus is also made Polythene and Plastic free. Programs like Ekta Daud are conducted annually to encourage Humanitarian values of Love, Peace and Mutual respect. Such programs also help in inculcating National values of Communal Harmony, Unity amongst students. Seminars and Class Discussions are organized to encourage open discussions on various topics. The teaching is given in such a manner so as to develop and culture Humanitarian and Ethical values amongst students. Interactive learning method is preferred to enhance the learning experience of students. Blood donation camp is organized at regular intervals and students are encouraged to actively participate. A cleanliness initiative in the name of Swachhta Abhiyan is conducted to encourage students to maintain cleanliness and hygiene in their surroundings. Emphasis is laid on developing a research oriented approach amongst students, for this the college has its own Journal “DMV Journal” which encourages students and faculty members to bring forward their research work.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	durga mahavidyalya raipur
Address	K.K. Road, Moudha Para, Raipur
City	RAIPUR
State	Chhattisgarh
Pin	492001
Website	www.durgacollege.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	S.S. Khanuja	0771-2523753	9826382872	0771-2884300	principal@durgacollege.in
Associate Professor	Subhash Chandrakar	0771-	9303377000	0771-	subhashchandrakar80@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	15-07-1951

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chhattisgarh	Pt. Ravishankar Shukla University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	01-01-1963
12B of UGC	26-03-2014

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
NCTE	View Document	31-05-2015	36	

Details of autonomy

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

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	K.K. Road, Moudha Para, Raipur	Urban	5	15178

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	Twelfth	English + Hindi	1400	1294
UG	BA,Political Sc	36	Twelfth	English + Hindi	820	401
UG	BA,Geography	36	Twelfth	English + Hindi	820	236
UG	BA,English	36	Twelfth	English	820	43
UG	BA,Hindi	36	Twelfth	Hindi	820	372
UG	BEd,Education	24	Graduation	English + Hindi	200	179
UG	BCA,Computer	36	Twelfth	English + Hindi	90	26
UG	BA,Sociology	36	Twelfth	English + Hindi	820	393
UG	BA,Urdu	36	Twelfth	Urdu	820	20
UG	BA,Economics	36	Twelfth	English + Hindi	820	158
UG	BA,Philosophy	36	Twelfth	English + Hindi	820	78
UG	BA,History	36	Twelfth	English + Hindi	820	249
UG	BA,Psychology	36	Twelfth	English + Hindi	820	86

UG	BA,Linguistic	36	Twelfth	English + Hindi	820	119
PG	MCom,Commerce	24	Graduation	English + Hindi	200	142
PG	MA,Political Sc	24	Graduation	English + Hindi	200	45
PG	MA,Geography	24	Graduation	English + Hindi	200	54
PG	MA,English	24	Graduation	English	200	53
PG	MA,Hindi	24	Graduation	Hindi	200	50
PG Diploma recognised by statutory authority including university	PGDCA,Computer	12	Graduation	English + Hindi	60	60
Doctoral (Ph.D)	PhD or DPhil,Commerce	24	Post Graduation	English + Hindi	12	4
Doctoral (Ph.D)	PhD or DPhil,Political Sc	24	Post Graduation	English + Hindi	8	7
Doctoral (Ph.D)	PhD or DPhil,English	24	Post Graduation	English	8	3
Doctoral (Ph.D)	PhD or DPhil,Hindi	24	Post Graduation	Hindi	4	4
Pre Doctoral (M.Phil)	MPhil,Commerce	12	Post Graduation	English + Hindi	10	10
Pre Doctoral (M.Phil)	MPhil,Political Sc	12	Post Graduation	English + Hindi	10	9

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				77			
Recruited	0	0	0	0	0	0	0	0	13	19	0	32
Yet to Recruit	0				0				45			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				24			
Recruited	0	0	0	0	0	0	0	0	10	14	0	24
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				21
Recruited	1	0	0	1
Yet to Recruit				20
Sanctioned by the Management/Society or Other Authorized Bodies				24
Recruited	17	7	0	24
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				10
Recruited	4	1	0	5
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	11	14	0	25
M.Phil.	0	0	0	0	0	0	2	3	0	5
PG	0	0	0	0	0	0	0	2	0	2

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	7	4	0	11
M.Phil.	0	0	0	0	0	0	2	9	0	11
PG	0	0	0	0	0	0	1	1	0	2

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG Diploma recognised by statutory authority including university	Male	35	0	0	0	35
	Female	25	0	0	0	25
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	10	2	0	0	12
	Female	22	0	0	0	22
	Others	0	0	0	0	0
Diploma	Male	23	3	0	0	26
	Female	12	2	0	0	14
	Others	0	0	0	0	0
Pre Doctoral (M.Phil)	Male	9	0	0	0	9
	Female	10	0	0	0	10
	Others	0	0	0	0	0
UG	Male	1233	137	0	0	1370
	Female	775	86	0	0	861
	Others	0	0	0	0	0
PG	Male	162	18	0	0	180
	Female	148	16	0	0	164
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	267	249	263	258
	Female	131	112	113	112
	Others	0	0	0	0
ST	Male	133	118	141	143
	Female	70	51	70	70
	Others	0	0	0	0
OBC	Male	879	929	937	962
	Female	501	407	431	394
	Others	0	0	0	0
General	Male	536	549	557	645
	Female	493	445	497	556
	Others	0	0	0	0
Others	Male	48	30	85	5
	Female	47	29	54	3
	Others	0	0	0	0
Total		3105	2919	3148	3148

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 26

Number of self-financed Programmes offered by college

Response : 9

Number of new programmes introduced in the college during the last five years

Response : 0

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3105	2919	3148	3148	3474

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3062	3062	3062	3062	3062

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
948	1014	1064	983	1161

Total number of outgoing / final year students

Response : 5170

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
59	61	64	59	57

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
32	33	33	29	29

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
77	77	77	77	77

Total experience of full-time teachers**Response : 678****Number of teachers recognized as guides during the last five years****Response : 11****Number of full time teachers worked in the institution during the last 5 years****Response : 156****3.4 Institution****Total number of classrooms and seminar halls****Response : 93****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
43.33022	34.21968	36.92089	129.67045	145.46590

Number of computers

Response : 97

Unit cost of education including the salary component(INR in Lakhs)

Response : 18943.99

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 1395.49

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Durga College, being an affiliated college, follows the syllabi prescribed by the University of Pt.Ravishankar Shukla, Raipur C.G.The institution deploys a number of action plans for effective implementation of the curriculum. As per the University of Pt.Ravishankar Shukla, Raipur C.G.guidelines, lectures, tutorials and practical classes are carried out. The time table of the college reflects the grid of lectures, tutorial and practical classes. Lectures, questionnaires are brought to the notice of the students to explore the topics of the curriculum to greater depth. Field trips are organised to provide a sense of how the learning is put to use in the real world

The Institution for Effective Implementation of the Curriculum adopts the following strategy:

- **Contribution of Academic Development Committee (ADC):** The college has a committee namely Academic Development Committee(ADC) which implements the curriculum. This committee develops and deploys action plans before the commencement of the academic session and continues till the end of the academic year.
- **Contribution of Time-table Committee:** The time table committee begins its work well in advance before the beginning of the next session.
- **Department activities:** The college has organized a good number of Field Trips, Workshops, Seminars and Conferences with external experts from various fields and institutions. The institution sets an examination programme and implements it properly.
- **Procedural and infrastructural support from the institution itself:**
 1. The teachers enthusiastically participate in the Workshops, Seminars, Orientation and Refresher courses offered by the University of Pt. Ravishankar Shukla or other institutions from time to time.
 2. Duty leave is granted to those teachers attending seminar and workshops.
 3. Funds are also made available for conducting college levels seminars, workshops, educational trips and for inviting resource persons.
 4. The college has 47 classrooms of which 6 are well-equipped with LCD projector facility.
 5. The institution has 2 well equipped computer labs and geography lab as well as Psychology lab.

6. The College is Wi-Fi enabled.
7. There is a well-equipped, semi computerized and up-to-date library which holds a large number (44354)of text books and reference books, magazines, newspapers, articles. It holds subscription to 6 Periodicals including 14 daily newspapers in Hindi and English.

File Description	Document
Any additional information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 67.31

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	6	5	3	2

File Description	Document
Any additional information	View Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years**Response:** 0

1.2.1.1 How many new courses are introduced within the last five years

File Description**Document**

Details of the new courses introduced

[View Document](#)**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response:** 0

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

File Description**Document**

Name of the programs in which CBCS is implemented

[View Document](#)**1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years****Response:** 3.18

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
100	100	100	100	100

File Description**Document**

Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs

[View Document](#)**1.3 Curriculum Enrichment****1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum****Response:**

Core Courses – BA, B.Com, M.Com, MA (Hindi, English, Geography, Political Science), BBA, BCA, DCA, PGDCA, B.Ed, DBM, Diploma In Accounts, M.Phil (Political Science, Commerce)

The institution has ensured that the curriculum has topics related to national development in the syllabi. The educational philosophy of the institution emphasises on promotion of social concern and good citizenship. Environment Education and environment awareness programmes are also organized for better living environs. Socio-economic surveys are organized for all postgraduate students to provide a sense of how the learning is put to use in the real world. Gender issue related lecture is conducted by Mahila Utpiran Roktham Samiti to create a sense of awareness. To imbibe moral and ethical values among students, the college celebrates Swami Vivekananda's Birth Anniversary on 12th January every year. On this occasion, a special lecture is organized on Swami Vivekananda's ideology.

NSS and various Cultural Committees organise Value-Oriented program to promote community, life and Mental Health. The NSS students and Geography department conduct 'Cleanliness Exercise' under the Central Government's project, "Swachh Bharat Abhiyan" every last Saturday of a month. Cultural programs like the Saraswati Puja, Lakshmi Puja, Makar Sankranti, Holi, Teachers' Day & Yoga day are also ceremonised with full fevour and participation. Students of various departments are actively engaged in various clubs (eco club and quiz club) which add to their personal and managerial skills. These clubs conduct various activities, for example "Tree Plantation", "Swachhata Abhiyan" from the time to time. Alongwith human Values and Professional Ethics are also emphasized through programmes. Some photos are produced below to substantiate the above facts.

File Description	Document
Any Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 54.43

1.3.3.1 Number of students undertaking field projects or internships

Response: 1690	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

<p>1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise</p> <p>A. Any 4 of the above</p> <p>B. Any 3 of the above</p> <p>C. Any 2 of the above</p> <p>D. Any 1 of the above</p> <p>Response: C. Any 2 of the above</p>	
File Description	Document
Any additional information	View Document

<p>1.4.2 Feedback processes of the institution may be classified as follows:</p> <p>A. Feedback collected, analysed and action taken and feedback available on website</p> <p>B. Feedback collected, analysed and action has been taken</p> <p>C. Feedback collected and analysed</p> <p>D. Feedback collected</p> <p>Response: C. Feedback collected and analysed</p>	
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Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 5.83

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
160	133	212	195	226

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 62.92

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3105	2919	3148	3148	3474

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5020	5020	5020	5020	5020

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 66.11

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2076	1925	2094	1947	2079

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**Response:**

Durga College is one of the most renowned Institutions in Chhattisgarh. The greatest asset of the Institution is that it takes care of the calibre and skill of students, once the admission session is over, the faculty members of the respective departments, through the counseling session come to know about the mental level of students. Post graduate departments have tutorial and remedial classes for students. The faculty members take care of slow learners by giving them extra time to clear their doubts. Additional study material is given to those students who are keen to read more. The institution takes into consideration the learning level of students so that the students get the maximum benefit of teaching. The faculty members are experienced so they deliver them lectures keeping in mind both the slow learners and advanced ones. Various departments have guest lecturers so that students are benefited in the best possible manner. The institution has holistic approach so that the atmosphere in college is healthy and competitive. The faculty members are always ready to help students especially the slow learners. They motivate them to work hard and counsel them at regular intervals so that they are at ease and do not take burden of their studies. The advance learners are supplied with extra reading material so that they prepare their notes. Thus education imparted in the institution is student-centric.

2.2.2 Student - Full time teacher ratio**Response:** 97.03**File Description****Document**

Institutional data in prescribed format

[View Document](#)**2.2.3 Percentage of differently abled students (Divyangjan) on rolls**

Response: 0.93	
2.2.3.1 Number of differently abled students on rolls	
Response: 29	
File Description	Document
Institutional data in prescribed format	View Document

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

Response:

Durga College is affiliated to Pt. Ravishankar Shukla University. It strictly adheres to the academic calendar issued by the University. The time table is prepared by the Principal whereas Departmental Time tables are prepared by the respective heads. The course work is allotted unit wise to faculty members of the department by the head of the department. The institution takes care of the skills of the students and tries to enhance it through various methods. Educational tours, Industrial visits, seminars etc are conducted to inculcate and invoke critical thinking in students. Holistic environment is maintained in the Institution for the physical and mental development of students. Every year the institution organises, 'YUVA UTSAV' for 10-15 days to give opportunity to the students to show their talent. There are many quality programs like debate, extempore, Quiz Competition etc. Computer Department has a smart classroom to upgrade students. The institute also has an E-Library for the students to enhance their knowledge. The institution gives gold medal to those students who score highest marks. This is to encourage other students so that they also work hard and get good marks. Those students who secure first three positions in various competitions in YUVA UTSAV are also given certificates and prizes.

Internal assessments are carried out to test the academic skills of the students. The institute has NSS and NCC units which enable the students to learn to become the disciplined citizen of India and inculcate feeling of unity and patriotism.

This year the Institution has started lecture series (workshop) on life skills and career guidance. This is to prepare the students for future. Lectures are delivered on Importance of society, workspace, and work efficiency. The sessions are also on mock interviews so that they are well prepared to face interviews in future. Some departments in the institution also make use of modern tools like LCD Projectors, Desktop etc.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 56.25

2.3.2.1 Number of teachers using ICT	
Response: 18	
File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues	
Response: 97.03	
2.3.3.1 Number of mentors	
Response: 32	
File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning	
Response:	
<p>Durga College does not restrict itself to classroom teaching. As stated earlier it believes in introducing innovative practices and implementing them for improvement in quality of education imparted to students. Various Departments like Commerce, Geography, and Education conduct educational tours. The faculty members are given opportunity to attend Orientation and Refresher courses to upgrade and update themselves in recent information. They attend seminars and workshops to enrich themselves. The faculty members are true friends, philosopher and guide to the students. They try their level best to make their lectures interesting and beneficial to the students. At regular intervals guest lectures are organized so that students get extra information. For participative learning paper presentations are organized by the faculty members at PG level. Various camps organized by NCC and NSS also enable the students to become physically mentally and spiritually strong. The institute believes in the dictum “Novelty is better than repetition” Therefore it believes in practicing new techniques.</p>	

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 40.52	
File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years**Response:** 75.67**2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
25	25	24	22	22

File Description

List of number of full time teachers with PhD and number of full time teachers for 5 years

Document[View Document](#)**2.4.3 Teaching experience of full time teachers in number of years****Response:** 21.19**File Description**

List of Teachers including their PAN, designation,dept and experience details

Document[View Document](#)**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 0**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Institutional data in prescribed format

Document[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years**

Response: 0.26**2.4.5.1 Number of full time teachers from other states year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms**2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

Evaluation is an integral part of teaching learning process. So the institution makes effective arrangements for the smooth application of the rules for the evaluation process. The institution initiates different methodologies like group discussion, assignments and its preparation, surprise class tests. Staff meetings are conducted at regular intervals to evaluate functioning in policy and practises. Faculty members also try innovative methods in their teaching to make evaluation more interesting and beneficial to the students. Every year the college on its own initiates to conduct mock exam to make the students more confident and comfortable at the face of the university examination. The faculty members maintain daily diaries to show the work done by them. Every year different committees are formed to supervise the activities of the college like Student Union committee, Discipline Committee, Anti ragging committee etc. Feedback committee takes feedback of students to reform evaluation system at the institutional level. Every year during 'YUVA UTSAV' many academic events are conducted like Essay competitions, Slogan writing, Memory game, Quiz etc. Various departments invite guest speakers to enhance the knowledge of students. They have group discussion which is helpful in the evaluation of the skill of students. At PG level, the institution has remedial classes; To the UG students the faculty members give extra time to clear their doubts.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**Response:**

Assessment and evaluation are common practice tools for evaluating students' performance at various levels like academic conduct and examination activities. The institution adopts both formative and summative method of evaluation. Formative approach includes class tests, group discussion, seminar etc. to evaluate the skills of the students. Summative evaluation includes Mock exam before the final examination and then final exam. The entire department conducts class tests as per their schedule. Paper

presentation, Seminars are also conducted at departmental level. Valuation is done variously by the faculty members and students are told about their weak points. Complete transparency is ensured in the internal assessment of students' performance throughout session. The faculty members encourage the students to write tests sincerely so that they get prepared for the final examination.

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

Response:

The institution follows open evaluation system for internal assessment where the performance of student is shown to him so that he could rectify the errors made in the paper. If the student has any grievance with reference to the evaluation process, his doubt is cleared there and then. At university level revaluation fees is charged from the students and valuation process is repeated. There is also a provision for re-totaling of marks and is permitted on request within 15 days after the declaration of the results paying requisite charges to the university. The same process is applicable to the process of revaluation. Xerox of answer sheet is made available to students through RTI. The students against whom UFM cases are registered in the final examination are dealt with justifiably. Material of cheating is confiscated and the record is maintained. The students are given opportunity to clarify their position. The university constitutes a committee to look into the matter so that appropriate judicious measures are taken seriously within the time limit.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Admission process begins in the month of June. First year admission starts after the declaration of results of 12th standard. For other classes it is in the month of July and mid August when the date is extended with the permission of the Vice Chancellor. Supplementary exam is conducted in the month of September/October. Results are declared after 15-20 days.

Nomination or election for Students Union is in the month of August and Oath taking ceremony is in the last quarters of the same month. Sports events are to be held between July and December and prize giving function is at the time of annual function which is in the month of December.

NCC/ NSS activities are to be conducted as per the schedule given below-

Tree plantation- 2nd week of July.

Camp- from 14th Oct to 23rd Oct.

Another camp from 24th Dec to 31st dec.

Convocation in the last quarters of Dec or beginning of January.

Sanctioned holiydays-

Dussehra holidays- 4 days

Diwali holidays – 5-6 days

Winter vacation- 4 days

Summer vacation- 30 days

Schedule for Internal Assessment –

1st unit test in August (first quarter)

2nd unit test in August(last quarter)

1st term exam – in September

3 rd unit test – in Nov

2nd term exam – in Nov

4th unit test – in Dec

Pre- final exam- in January

Annual exam – 1.practicals in Feb

2.Theory in March

Academic schedule for semester courses

- 1.Admission process- June 16th to 30th June
- 2.Commencement for the classes – 1 July and Dec 31st
- 3.Meeting, examination committee- August 4 – 14 / January 16 to 31
- 4.Name of practical examiner (external) – Sept 3 – 10 / Feb 21 to 28

Should be to head of SOS.

- 1.Completion of theory courses – Nov-8 /April 16
- 2.Practical examination PG/UG – Nov 15 to 22 / April 18 to 30
- 3.Preparation leave – Nov 23 to 30/ May 1-08
- 4.Theory examination – Dec 1-24/May 9-31
- 5.Semester break / declaration of results- Dec 25-31 / June 1-16

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The institute has clearly stated learning outcome in its mission / objectives. This is communicated to the students through prospectus and the website of college. Every year educational record of the students is maintained in various departments. The head of the department communicates it to the head of the institution and also put up before the staff council.

Further suggestions are given to improve the quality of education. At PG level in the introductory session students are informed about the courses they would be pursuing. Students' doubts and queries are clarified by the faculty members. Through various test series the performance of students is judged by the faculty members.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The institution through internal assessment measures the attainment of program outcome and course outcome. The students have test series, pre university exam conducted by the college to test the ability of the students. Valuation is done by respective teachers of various departments. Students are told about their shortcomings so that they do not repeat the same error in the final examination. The faculty members provides supportive vibrant environment to help students to reach their potential. The teaching learning and assessment strategies of the institution are student centric. The college formulates academic committees to enhance the quality of teaching learning and assessment of students. The institute has NSS and NCC to promote the development of moral and ethical values in students. The signature line "VIDYA DHARMEN SHOBHATE" is justified both in policy and practice.

2.6.3 Average pass percentage of Students

Response: 76.64

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

Response: 781

2.6.3.2 Total number of final year students who appeared for the examination

Response: 1019

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 34.38

3.1.2.1 Number of teachers recognised as research guides

Response: 11

File Description

Document

Any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

3.1.3 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.1

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 3

File Description	Document
Any additional information	View Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institution has two large well-maintained garden with a lot many flowering plants to add fresh beauty and green luster to its environment. The Department of Education since its inception has initiated potting and nurturing of herbal plants like Tulsi, Bel, Aloe vera, Lemon, Pomegranate etc which are still retained by the college with care and regular service. Tulsi, Bel and Aloe vera are effective herbs for indigestion, bloating and gastro-intestinal juices. These plants are visual lessons to promote awareness and right use in right measure at the face of minor health issues. There are large Peepal, Neem and Shisham trees for oral hygiene (Neem) and hormone regulation (Shisham). Peepal is effective in maintaining the oxygen balance of the environment.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 19

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	7	6	0	1

File Description	Document
Any additional information	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research**Response:** Yes

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

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards**Response:** No

File Description	Document
List of Awardees and Award details	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years**Response:** 1.55

3.3.3.1 How many Ph.Ds awarded within last five years

Response: 17

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 1.09

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
03	05	08	06	12

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 1.41

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
04	07	09	14	10

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The faculty and all the departments of the college are sensitized to the social responsibilities. The major strength of the College is its ability to ensure holistic development of students. To promote institution-neighbourhood-community interaction the College organizes different extension activities in and outside the campus throughout the year to engage the students in different community oriented activities to develop a sense of social responsibility, service orientation and holistic development of the students. The institution has an active NSS unit, NCC male wing, NCC female wing and NCC Air wing and Women Grievances and Redressed Cell. The institution organizes blood donation camp, health camp and community services under the banner of NCC and NSS units. These units are involved in various community works throughout the year contributing to good citizenship. Apart from the activities of NSS, NCC, Women Grievances and Redressal Cell, various Post Graduate Departments take their PG students for the Field work to various surrounding areas to create awareness among rural areas on burning issues. In this way, they are sensitized on social responsibilities. Student volunteers of the Student's Union are also involved in different community services contributing to the holistic development of students.

3.4.1		
Dates	Events	
21st June Every Year	Celebration of "World Yoga Day"	

31st October Every Year	Run for Unity
1st November Every Year	Awareness programmes on Aids
9th December Every Year	Blood Donation Camp

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 26

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	03	06	04	01

File Description	Document
Any additional information	View Document
Number of awards for extension activities in last 5 years	View Document

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 27

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
16	06	03	02	0

File Description	Document
Any additional information	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.07

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	3	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 21

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	6	3	3	2

File Description	Document
Any additional information	View Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has almost adequate facilities for teaching and learning. Institution has more than 90 rooms and it has been divided into following building:

1. Administrative Building
2. U Building
3. Library Building
4. New Building
5. Sabha Bhawan
6. Govind Bhawan
7. PG Block

The Office room is adjacent to the Principal's office. The Office has a separate section as "Admission Section", "Certificate and Mark sheet Section", "Scholarship Section", "Account Section" all the department under the supervision of Registrar are directly monitored by the Principal. To consider the increasing number of students' day by day college has to operate in two shifts. Laboratory, Tutorial hall, Conference Hall and Reading Room are attached with all modern amenities i.e. Projector, Screen and sound system. Day by day continuous planning and implementation is enhancing establishment to the next level.

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

Response:

The institution has adequate facility for indoor games as well as for outdoor games. One Auditorium named as "Sabha Bhawan" with Badminton Court, Table Tennis Board and other games i.e. Carom, Chess Table with sufficient seating capacity is available. College organized "Tykonde" University sports event in recent part at our auditorium. In our auditorium we organize cultural activities too. As our outdoor facility we have sufficient space for Cricket Net practice and all.

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

Response: 17.2

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 16

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 21.52

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
7.5	10.45	14.30	13.95	14.95

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

Library Management Software was already implemented 6 years back. The name of the software is IDEASPROSOLUTIONS powered by Ideas Management Services, version Beta. The nature of automation in terms of record maintenance of books of each and every stream, issuing of books according to the student demand, fully maintained through our college software's and Databases are stored in the local host server. Through our library management software we have already entered more than 50k books on e-demand list. In the particular platform databases are too strong to manage such type of data. Data can be import in excel format whenever it is required.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The college has a central library which is rich in books. It has a rare collection of books on both ancient and recent topics. The library has plenty of books on various topics beneficial to the students as they are largely dependent on these books. Durga College has both UG and PG classes. The library is divided into many sections as per respective departments. Education and Computer departments have libraries which contains reference books. The library is enriched in the books useful for technology enhancement in terms of use of computer, computer-maintenance, vocational skills, subject - matter for competitive examinations, assimilation of soft skills in terms of personality and aptitude. In the last five years computer, competition and personality have been the focused components of library enrichment.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.08

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
.8279	2.35338	.96622	.6122	.65079

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library	
Response: Yes	
File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students	
Response: 3.09	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 97	
File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi	
Response:	
<p>The institution has a leased line connection of 10 MBPs capacity from BSNL. In the college campus Gigabit switch is installed in following locations:</p> <ol style="list-style-type: none"> 1. Office Area 2. Old Computer Lab 3. New Computer Lab 4. Department of Education 5. Department of Geography <p>The network is distinctive apart from that sections of office like:</p> <ul style="list-style-type: none"> • Meeting Room • Vice Principal Office <p>These are connected with nearest local switch. Apart institution have EPBAX connectivity almost all departments have been connected with Principal's Office. In association with CHIP (Government of Chhattisgarh) institution implemented WIFI with two outdoor Antena and three indoor A.P. which is use</p>	

for cater students needs adequately. Total 40 MBPS line use in WiFi system.

4.3.2 Student - Computer ratio

Response: 32.01

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: 5-20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 27.39

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities

excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
11.80996	12.0874	17.4860394	17.4085423	19.7465019

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.

Response:

To maintain physical, academic and support facility for example Library, Sports complex, Computers and Classrooms maintenance by the respective department and whatever the policy requirement is prepared by the individual department before implementing the same take the prior approval from respective authorities. Physical and building maintenance is directly monitored by the Principal's office, Labour Contractor is deputed to execute building maintenance tasks. For computer maintenance, a vendor is regularly monitoring the hired service.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 16.96

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
892	795	390	390	141

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Any additional information	View Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during

the last five years

Response: 0.04

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	0	0	0	0

File Description	Document
Any additional information	View Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Any additional information	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)**Response:** 6.86

5.2.2.1 Number of outgoing students progressing to higher education

Response: 65

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)**Response:** 7.33

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	0	1	1

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	10	12	15	5

File Description	Document
Any additional information	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.**

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

As per the stipulated guideline and instruction of state higher education department and our Pt. Ravishankar Shukla University, the college is bound to follow the norms before constitution of student council through elections or nominations.

Student council is one of the essential components to take the decisions in terms of academic and administrative development. At times, student grievances are redressed in the presence of students. For Academic activities and academic infrastructure development, the student council opinion is always kept in mind before implementations of any resolution. In case of cultural & sports activities, the student council renders active participations to help us to make it successful. In a committee of respective events, students are deputed with formal & informal responsibility.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 36.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
18	40	53	41	29

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Our college organized “ alumni meet 2018” dated on 27th January 2018 at college auditorium at 2.00 P.M. Durga college established in 1950. To consider to student strength in mind college committee decided to conduct alumni meet with a few student. It was a gathering of the 50 students at college campus. Principal constitute one committee to conduct the program in proper manner. Members are as follows-

1. Dr. K.K. Patel, Co- Ordinator
2. Dr. Madhu Kamra, Member
3. Dr. Vijay Choubey, Member
4. Dr. Aman Jha, Member
5. Prof. Sunita Chansoriya, Member

In our alumni meet 2018 our principal Dr. S.S. Khanuja gave introductory speech in continuation Dr. K.K. Patel enlight same point “Utility of Alumni meets”. It was very motivational speech. In the particular program our ex- student’s cabinet minister Mr. Brij Mohan Agrawal are nominated as “Patron” unanimously. Present member given their respective views for conducting alumni meet in future in bigger way. In a particular meet some members share their views for “Role of college to make their career”. Specially Mr. Rajeev Shrivastav retired IPS officer should his own view.

In the particular meet all the member decide to constitute one core committee with 35 members. All the present members are supported the same.

The program was ended by vote of thanks by Dr. Madhu Kamara.

File Description	Document
Any additional information	View Document

5.4.2 Alumni contribution during the last five years <1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 1

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision:

The Vision of Durga Mahavidyalaya is to reach, educate, inspire, and nurture today's generation. The college provides inclusive education for inculcating human values and professionalism to all sections of students.

Present era is the era of challenges and one of the major issues today is to build up an excellent career. Durga Mahavidyalaya aspires to prepare the students to face the challenges of new era. Its signature line is "**Vidya Dharmen Shobhate**" wherein all the efforts and resources are directed to fulfill the need of constructive yet advanced learning for both personal upliftment and professional enhancement.

Mission:

1. Durga Mahavidyalaya firmly commits to academic excellence of the students.
2. To equip and empower students, especially from the socio-economically backward families with updated knowledge, competence and creativity to face global challenges.
3. To avail opportunities to the students for their mental, physical growth and development of ethical values and culture.
4. To impart value-based and value-added education to breed socially responsible and self- confident citizens for the future.
5. To prepare the students not only to accept challenges but also to enable them to lead good and contended life.
6. To provide total learning environment in the campus.
7. To evolve innovations in teaching-learning, research and extension activities to achieve national standards.
8. To generate consciousness of our national heritage, culture and value system along with the rational temper well aware of issues related to human rights and environment.
9. To realize the constitutional goal of equality through education to all, irrespective of caste and creed.
10. To promote women's education and eradication of illiteracy.

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 and concerned authorities. Some of the perspective plans are:

- To up-grade and modernize the library facilities.
- To have internet connectivity in all the departments.
- To organize capacity building programs for both teaching and non teaching staff.
- To include vocational and job related programs for the students.
- To organize departmental workshops, seminar and conferences.
- To organize various skill development programs for all round development of students.
- To start the college canteen.

6.1.2 The institution practices decentralization and participative management

Response:

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 and in the larger interest of the students.

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. The important committees are:

- College Academic Council
- College Infrastructure and Development Council
- College Council
- Library Committee
- Internal Assessment Committee
- Research Committee
- Purchase Committee
- Grievance Redressal Committee
- Student Union Committee
- Alumni Committee

- Career Counseling and Placement Cell
- Social Responsibility Committee
- Write-off Committee
- Data Collection and Analysis Committee
- Physical Education Committee
- Research Magazine Committee
- Discipline and Anti-ragging Committee
- Women Anti Harassment Cell
- Public Information Cell
- UGC Cell
- NAAC Feedback Committee
- Disaster Management Planning Committee

The above mentioned committees are given all the required support and space to carry out their respective duties efficiently and with accountability.

The institution's belief in participative management is very well reflected in its decision taken on 25th of January last year, of including all the faculty members in the newly constituted College Council irrespective of their mode of appointment. There are three categories of faculty members in the institution based on their mode of appointment:

1. Appointed under 1979 act
2. Appointed under Statute 28 and
3. Appointed on Ad-hoc basis

Earlier in place of College Council, there was a Staff Council which constituted only of members appointed under 1979 act. In the meeting held on 29th of March, 2017 for the first time all the teachers were invited in the meeting of newly constituted College Council. In the College Council all the members have their own due place and respect. Except for the voting rights, the faculty members appointed on ad-hoc are treated equal to other faculty members. All the faculty members are involved equally in various academic and administrative activities. Based on the interests, skills and expertise they are given various responsibilities and are made in charge of different tasks and committees. Every faculty member is made Examination Superintendent and Deputy Superintendent in University Examination.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

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

- To ensure the security and safety of students and for proper surveillance of various activities in the campus, 56 CCTV Cameras have been installed.
- The need was felt to construct additional classrooms, whereby six new classrooms have been constructed.
- One Tutorial Room with ICT facility has been constructed.
- One Conference Hall with modern amenities has been constructed.
- One Reading Room with ICT facilities has been constructed.
- A new Staff Room has been constructed.
- A Sick Room has been constructed.
- One Server Room has been constructed.
- A small garden has been developed near staff rooms.
- A classroom in Department of Education has been equipped with ICT facilities.
- WIFI facility has been made available for the students in the campus.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

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. The cell resolves promptly and seriously all the matters addressed to them.

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	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

A meeting of Women Grievance Cell/Women Anti-Harassment Cell of the institution was held on 16th July 2016 in which all the five members were present. The members unanimously proposed seven recommendations to the Principal for his kind approval. The recommendations were:

- 1.To install Sanitary Napkin Vending and Incinerator Machine of capacity 20 for females and 40 for girls in the Girls' Common Room.
- 2.To ensure proper arrangements of hand wash liquids/soaps etc in women washrooms.
- 3.To provide cleaning materials like toilet cleaners, brushes, floor cleaners, etc in all the washrooms

4. To arrange and provide dust bins for all the washrooms.
5. To set up a sick room with first aid facility for the staff members of the college.
6. To put up a complaint box in Girls' Common Room so that the girls can share their complaints with the authorities without a need to come in person.
7. Permission to organize one day seminar on the issue of "Women Safety" for the members of the institution.

On 25th January 2017 the Principal approved all the seven recommendations made by the cell. The Sanitary Napkins Vending and incinerator Machine has been installed in the Girls' Common Room and is working properly.

One day Seminar on the topic "Utapidan aur Samadhan" was organized for students and faculty members on 4th of March 2017 in the tutorial hall of the institution. Three renowned guests who were invited to deliver lectures on the above topic were:

1. Smt. Neeti Jain (Monitor, Human Education Research Organization)
2. Ms. Varsha Mishra (Additional DSP, Women Anti-harassment Cell)
3. Ms. Pavneet Dhillon (Advocate, Domestic Violence and Crime Branch)

All the faculty members and many students attended the program and got benefitted through the lectures of the experts.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

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.
- There is a provision of study leave.
- 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.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 7.17

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	2	3	2	4

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The appraisal of the teaching staff is done on the basis of performances in multiple activities, attendance, regularity, course completion, punctuality and involvement in various academic and co-curricular activities. The self appraisal forms and daily dairies duly filled in by the faculty members provide the base for performance appraisal.

The faculty members submit:

- Daily Diaries in the first week of every month which contains details about number of classes taken each day with topics covered for the previous month.
- Self appraisal forms in the beginning of every session which has all the details about academic achievements for the previous years.

On the basis of these self appraisal forms and Daily Dairies, and verbal feedback given by the students and head of the departments, the head of the institution prepares the CR of individual faculty members. These CRs are retained religiously.

The performance appraisal of the non teaching staff is done by the head of the institution.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

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 concern bodies and fulfills legal requirements as per their orders.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

- 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 section 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 salary of contingency teaching and non-teaching staff is met from the part of fees levied from the students.
- The department of Education and Computer operates under 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.

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

Response:

The IQAC of the institution has been established on 22nd June 2016. Since its establishment the cell is making a conscious effort to contribute towards quality enhancement in various arenas of academic and administrative activities. In the initial days after establishment, the cell invested some time in gathering feedback from various stakeholders of the institution to come up with some effective perspective plans. Thereafter the 1st formal meeting of the cell was held on 9th December 2016. On the recommendation of the cell following initiatives have been taken:

- E-library has been started with 6 computers. The Library is subscribed to N-list journals.
- Sickroom/Restroom has been developed.
- Institutional website has been updated.
- Feedback mechanism has been improved.

On the recommendation of the cell some other initiatives taken are:

- To update and upgrade the faculty members with latest knowledge and skills, Faculty Development Program has been started.
- To make the students employable, Personality Development Classes have been started for them.
- Single use plastic items like disposable cups, plates, glasses, spoons etc pollute our environment, harm animal and human lives, and require valuable non-renewable resources like petroleum and natural gas. In order to contribute towards improving environment, IQAC in its meeting held on 24th November, 2017 has unanimously decided to ban the use of plastic in the college campus and has thus declared the campus “Plastic Free Zone” from 1st December, 2017. All the members of the institution, i.e. students, faculty members, non-teaching staff have been informed about the decision and are motivated to ban the use of plastics not only in campus but also elsewhere.
- The IQAC of the institution is fully aware that besides the responsibility of educating students, teachers have a bigger role to play in society. In order to contribute towards fulfilling social responsibilities and also to stimulate and inspire their students to be involved in social actions the IQAC in its meeting held on 24th November, 2017 has decided that the faculty members will once in a month visit places like old age homes, hospitals, orphanages etc and help the people there in a best possible ways.

File Description	Document
Any additional information	View Document

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

Response:

In order to review their teaching learning process, structures, and learning outcomes at periodic intervals, all the teachers at individual levels give unit tests and assignments to their students. On the basis of the results in these tasks and tests, the teachers make necessary reforms in their teaching methodologies and operation. The Department of education every Monday gives unit tests to students of both semesters and on the basis of the results renders remedial and tutorial classes for students with poor performance.

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	Document
Any additional information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**Response:** 0.2**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Any additional information	View Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

A. Any 4 of the above**B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

The institution believes in the dictum "Novelty is better than repetition". There by initiatives are taken for the quality enhancement in the academic and administrative domains.

Some of the incremental improvements made during the preceding five years are:

IQAC has been established for the up gradation of the institution. WIFI facility has been made available for all in the campus. For the up gradation of students, e-library and ICT enabled classrooms are established. Student Centered teaching-learning methods and techniques have been adopted in the institution. Through internal assessment, mock-exam/Pre-University Examination, results of the students are bettered. "Faculty Development Program" has been started for the faculty members of the institution, where fruitful discussions take place which culminates into their awareness to some extent. Twice a week Personality Development Classes have been started for the students.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 1

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

Safety and security- The institute gives utmost importance to the safety and security of Students, Teachers, Non teaching staff and Helpers. For the similar reason there is a Discipline committee (Anushasan committee) which includes Teachers who diligently maintain discipline in and around the campus and ensures safety of everybody. Apart from the committee the teachers and Non teaching staff who are not a member of the committee also take the moral responsibility to maintain discipline. There is also a CCTV installed in the college campus to monitor the activities within the campus. There is also an Anti Ragging Committee which includes Teachers that keeps a strict vigilance on ragging to ensure a safe and secure environment for the new students of the college. The institute also has Mahila Utpidan Roktham Prakoshth Samiti which extends its help to not just the female students but also to every women employee of the college. There is also a guard to check the entry of students and staff members. A guard is also deployed at the parking lot to ensure the safety of Vehicles parked in the campus. **Counseling-** These various committees offer their counseling to students and employees on a regular basis. **Common Room-** There is separate common rooms for Boys and Girls with basic necessities.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 41124

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 0.19

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 154.700

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 82031.640

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

- **Solid Waste Management-** The solid waste generated by the institute is dumped at the nearby Nagar Nigam Bin. From there it is further taken by the Nagar Nigam for disposal. We have employed sweepers who help in collection of this solid waste from across our campus.
- **Liquid Waste Management-** The liquid waste generated is used as a liquid manure in the plantation in the campus garden.
- **E-Waste Management-** The entire e-waste generated is discarded diligently by the computer science department.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The biggest concern in today's world is the availability of fresh water. Rain water harvesting helps us to restore the depleting ground water level. The same is done by collecting rain water from roof top which is further sent to the ground via pipes. This method is most useful in countries like ours which receive ample amount of water through Monsoon and most of the water goes waste in lieu of its collection. The proposal for rain water harvesting has been forwarded to the management of the college and the same is under consideration. The construction of structures required has also started at a preliminary level.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The students and several staff members of the college use bicycle and public transportation to commute. The college encourages this practice. The college is declared plastic and polythene free. Regular advices on the same are given by the teachers to the students. We are also digitizing our Paper work. The admission procedure has been digitized. The application filling procedure has been digitized to a great extent as well. The garden area of the college has been doubled and regular plantation is done. Proper and regular care of the garden is taken. A gardener does the cutting and pruning on time.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.12

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.01695	0.02245	0.0971	0.0167	0.30075

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Any additional information	View Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 2

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

File Description	Document
Report of the event	View Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Any additional information	View Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 6

File Description	Document
Any additional information	View Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Flag Hosting and programs are organized on Independence and Republic Day. The Institute organizes Ekta Daud annually on the Birth anniversary of Sardar Vallabh Bhai Patel. This Daud aims at inculcating

Nationalist values of Unity amongst all. It also instills ethical and humanitarian values like Communal Harmony, Peace, Mutual Respect, Love, National Integration etc. Debates are held on Department level on the Birth Anniversary of Mahatma Gandhi. These debates inspire students to learn from the great life of Mahatma Gandhi. The birth anniversary of Swami Vivekanand is celebrated in the college by organizing either Department level or College level seminar. All these celebrations and debates help us making the students aware about the great lives of these eminent personalities. They also inspire the students to follow the righteous path in life and lead it in an ethical way following the moral values.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institute maintains absolute transparency when it comes to financial functions. At college level vigilant check is kept at the financial functions. Also audit from government happens on regular basis. Academic function is regulated by the academic calendar provided by Pt. Ravi Shankar Shukla University Raipur. Also the staff members follow the calendar diligently. Administrative function is regulated and governed by the various committees of the college. College ensures University level rules are followed for the maintenance of proper administration. In the similar manner auxiliary functions are maintained and governed.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. Interactive Learning Method

1. **Title of the Practice:** *“Enhancement of Learning Experience of Students through Interactive way of Teaching:”*

2. Objectives of the Practice:

In the words of great Benjamin Franklin “Tell me and I will forget, show me and I may remember, involve me and I will learn”. We at Durga College are strong advocates of an interactive way of learning. We believe in creating such a wonderful environment at the campus where everybody has a freedom of expression

3. Context:

Education through the means of interaction has its own advantages. It breeds an open environment which favors the free flow of ideas and thoughts. Every individual gains through the mutual exchange of knowledge.

4. Practice:

We at the college have taken various initiatives to implement the interactive way of learning. Regular class Discussions are encouraged which gives students a scope to prepare and share their thoughts on various topics which are related to their subjects.

5. Evidence of success:

The fact that the alumni of the college have been selected at esteemed positions in various fields is itself an evidence of the success of our unique and innovative teaching technique.

6. Problems Encountered:

Resistance of students to speak in Public and stage fear.

7. Resources Required:

We require advanced machinery that would help us in the interactive method of teaching. We also need tutorials on the negative impact of excessive internet use.

2. Blood Donation Camps

Title of the Practice: 'Create Awareness on Blood Donation By Organising Blood Donation Camps'

Objectives of the practice:

“Blood Donation by definition means a process in which healthy donor voluntarily donates blood for the treatment of some other individual .It is the only hope of survival for the patients of Thalassemia, Rhesus Disease ,Blood Cancer ,People who have met with severe accidents etc. It is very rightly quoted that “Tears of a mother will not save her child, Your Blood Will “.

The Context:

Blood donation despite being one of the most important measures to save life for patients in need of blood donation remains a social stigma and due to lack of awareness in respect to blood donation. People hesitate to come forward and contribute to the same

Practice:

We at Durga College are committed towards serving the society by organizing these mass Blood Donation camps every year. Students, Teachers College staff and other people participate actively. This camp is organized with the help of HDFC Bank and Red Cross Society; arrangements are made for proper collection of blood samples

Evidence of Success:

Every year many students and teachers participate in this activity.

Problems Encountered:

- Extra efforts have to be taken to make the donors feel at ease before and after blood donation.

Resources Required:

Well Trained sample collection staff who would focus on efficient and hygienic collection of blood sample. Regular awareness programs to encourage blood donation.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Upload a descriptive of the institutional performance in one area distinctive to its vision, priority and thrust and thrust-

Neil Armstrong has rightly said “research is creating new knowledge”. Our Institute follows the same vision and encourages the students and teachers in the field of research. The institute provides the students and teachers a platform to publish their research work and earn accolades. This platform is provided by our Annual Research journal **DMV Journal**. The research Journal has its own ISSN number which is **0976-3007**. The more the students get recognized for their research the stronger the backbone of our education would be. This kind of appreciation and recognition also encourages other students to enter in the field of research.

5. CONCLUSION

Additional Information :

1. Extensive counseling of students for all round development.
2. Orientation of Teachers in 'Wellness' has begun.
3. Personality Development Sessions are being conducted.
4. Ph.D Recipients are being honored exclusively by the institution promote doctoral research.
5. Proposal approved to honor 'Best Girl/ Best Boy' in terms of scholastic, non-scholastic and welfare values in total.
6. "Book Bank" of the college received 200 books as donations from the teachers.
7. Co-operative Welfare activity by the College-Teachers initiated with intent to render service to the section of the society in need.

Concluding Remarks :

Durga Mahavidyalaya, since 1951, adheres earnestly to its signature theme "Vidya Dharmen Shobhate" to equip and empower students from socio-economic retarded families for competence and creativity to face global challenges. In addition it seeks to promote cultural and value consciousness, women autonomy, and eradication of illiteracy through teaching, learning, research, and innovation activities.

The college holds class tests, internal tests, mock university exams as pre- university along with remedial and Tutorial classes to give every measure of learning help required. A healthy environment in another add-on is the form of plastic free and green campus to promote healthy academic growth.

As the college is student-centric, it strives for a holistic environment. The college holds purposive programmes like NSS and NCC for enhancing personal and societal well being. Besides the college seeks betterment counseling through a well knit Research committee that makes handy and feasible suggestions for innovative Research, The College also publishes an in-house research journal to preserve and circulate effective findings for the general good of all. In times to come, the college aims at publishing e-journal to save paper and promote wide circulation.

The college has well furnished auditorium and open grounds for cultural and sports activities. In addition the college provides support-services to SC/ST/OBC and physically disabled through friendly environment and easy availability of allotted scholarships. A healthy teacher-student relationship is another noticeable attribute.