



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	D.L.S. P.G. COLLEGE, BILASPUR (C.G.)
Name of the head of the Institution	Mr. Ashok Joshi
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07752796424
Mobile no.	9039857167
Registered Email	iqacdls2021@gmail.com
Alternate Email	naacinfodls2021@gmail.com
Address	Ashok Nagar, Sarkanda
City/Town	Bilaspur
State/UT	Chhattisgarh
Pincode	495001
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Neha Behar
Phone no/Alternate Phone no.	07752796424
Mobile no.	9039857167
Registered Email	neha1_biotech@yahoo.com
Alternate Email	naacinfodls2021@gmail.com
3. Website Address	
	https://dlscollege.in/iqac/

Web-link of the AQAR: (Previous Academic Year)	
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://dlscollge.in/academic-calendar-university/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	2.66	2017	27-Nov-2017	26-Nov-2022

6. Date of Establishment of IQAC

01-Jan-2015

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
In-house NAAC assessment awareness programme	01-Dec-2016 1	18

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Social Work	National Seminar	Chhattisgarh Council of Science & Technology (CGCOST), Government of Chhattisgarh	2016 1	50000
Geography	National Seminar	Chhattisgarh Council of Science & Technology (CGCOST), Government of Chhattisgarh	2016 1	50000
Chemistry	National seminar	Chhattisgarh Council of Science & Technology (CGCOST), Government of Chhattisgarh	2016 1	50000
History	National Seminar	Culture & Archaeology Department, Government of Chhattisgarh	2016 1	25000
Hindi	State Level Seminar	Chhattisgarh Rajbhasha Aayog, Government of Chhattisgarh	2017 1	25000

[View File](#)**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>The following Significant Contribution made by IQAC: 1. Capacity building as per NAAC guidelines. 2. Periodic Inhouse NAAC assessment awareness programs were organized for teaching and nonteaching staff. 3. Dissemination of information through the various platforms. (website/SMS/WhatsApp). 4. Organization of seminars/Conferences/Symposiums for creating academic ambiance in the institution. 5. Feedback and academic audit for quality maintenance in academics.</p>	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Health center at the campus	To address the medical needs of students and nearby rural areas.
Khadi coat uniform (for staff)	To endorse Gandhi Ideology and to promote of Swadeshi and nationalism among students.
Chhattisgarhi library corner	For promotion of Chhattisgarhi literature and preserving Chhattisgarhi culture and tradition.
Girls common room	Private space for convenience and relaxation of girl's students.
Biometric and CCTV device installation	Secured campus for staff especially females' staff and students.
One Student one Tree program	Environmental consciousness development among students.
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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Governing Body	29-Jul-2021
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	28-Jan-2017
17. Does the Institution have Management Information System ?	Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The College has initiated MIS in its preliminary stage and student admission related information is prepared and stored in excel sheet. The Staff data is also maintained in excel sheet, and for financial data and auditing is done in tally.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college is affiliated to Bilaspur University and follows rules and regulations laid by it. Further, the various institutional academic committees assist in the effective implementation of the academic calendar. The academic calendar, issued by the higher education and university is followed. The College frames the timetable at institutional and departmental level for the convenience of the students and effective implementation of the curriculum. Apart from regular studies, departmental activities are also organized involving students to celebrate the known days of famous academic or research personalities, or environmental landmark days to bring about the awareness among students regarding important current issues. At the commencement of session orientation classes of students are organized, in which academic calendar, syllabus and scope of the programs are discussed and students are aware of the same. The institution directs all the departments and staff members to maintain a daily diary for each subject and to follow accordingly. The monthly lesson plan is prepared by the teachers for timely completion of the course. The records of class work are maintained by the staff members and monitored by the Heads of the Departments and monthly by the Principal. Students have to appear for the regular internal assessments in the form of Unit tests/ internal tests and Model tests. Assignments given to the students based on their syllabus are meant to motivate the students to refer to various reference books and use the internet facilities to acquire knowledge. The continuous evaluation of students before the final exam helps us to identify slow and advanced learners, for slow learners extra classes are taken and personal counseling or interactions are done to motivate them. Apart from traditional chalk and talk method of teaching other methods are also involved like group discussion, quizzes, assignments, black board or PowerPoint presentations, educational tours and excursions etc. The institution does sincere effort towards effective delivery of the curriculum.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Nil	NA	Nil	0	NA	NA

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	As per affiliating university guideline	16/08/2016
MSW	As per affiliating university	16/08/2016

	guideline	
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1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	24
MA	Geography	32
MSc	Physics	14
MSc	Computer Science	7
PGDCA	Computer Application	78
BCA	Computer Application	28
BEd	Education	157
MSW	Social Work	59

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The feedback from different stake holders, plays important role in overall development of an institution. The set of questions are drafted in the format of the form, which is distributed among students, parents and alumni. The feedback is taken generally in the end of session. Parent Teacher Meeting and Alumni meet is also organized. in which suggestions are invited from them. The college has many committees which conducts regular meetings to address the challenges faced by the students during the completion of the curriculum. The institute monitors and evaluates the quality of teaching learning through IQAC which collects feedback from all stakeholders (students, parents and the community) and on the basis of the feedback, monitors and evaluates the quality of teaching-learning. These analyzed and evaluated reports are analyzed by the IQAC and forwarded to the Principal and then to the Governing Body for further action. In turn the outcome of the feedback analysis is informed to each teacher for future improvement and encouragement. The outcome of the evaluation and its analysis is intimated to the individual teacher to understand their strengths and weaknesses, leading to overall improvement of the teaching-learning process. The Principal also regularly meets the Heads of Departments and takes feedback on the teaching-learning progress of each department. Besides, the college has departmental and central grievance redressal mechanism also

takes care of the quality of teaching-learning. The academic committee drafts strategies and closely monitors the performance of various departments to ensure that the objectives are attained.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts (History, Sociology, Political Science, Geography)	240	410	200
BCom	Commerce	160	150	132
BSc	Biology, Microbiology, Computer Science, Biotechnology	240	751	230
BCA	Computer Application	50	192	50
BEEd	Education	100	1252	77
PGDCA	Diploma	80	467	80
MCom	Commerce	50	36	27
MSW	Social Work	20	83	20
MA	History, Geography, English,	170	116	76
MSc	Mathematics, Physics, Chemistry, Botany, Zoology, Computer Science, Microbiology	245	430	164

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1833	650	8	5	63

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
76	52	12	26	5	16

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The Mentor - Mentee system has been introduced in the college, with the main objective of filling the gap between the teachers and students and to provide the moral support to the students. The mentor guides the students on both educational and personal matters. Mentor acts as a advisor, counsellor, or guide. The mentor takes feedback from time to time from the allotted students. In our college genially mentors are so chosen so as to guide students from a different stream, for ex. a science faculty is mentor to arts or vice versa. so that they can give feedback about their own departmental studies and all other things without any hesitation. We have also created mentor-mentee watts up group so that students can easily be in touch with their respective mentor. All the full time Teachers are involved in

the process of mentoring. Every mentor maintains a register, with a list of all the students and other details . The mentor takes responsibility such as to provide them career counseling, personal counseling, to support them for any kind of difficulty in their curriculum and other support as and when required. The mentor also works for holistic development of a student in various aspects of academic, co - curricular, extra - curricular and extra mural activities

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2483	76	1 : 33

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
72	76	Nil	4	10

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	NA

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	Year	29/04/2017	16/06/2017
BCA	BCA	Year	29/04/2017	16/06/2017
BCom	BCom	Year	29/04/2017	16/06/2017
BEd	BEd	Year	29/04/2017	16/06/2017
BSc	BSc	Year	29/04/2017	16/06/2017
MA	MA	Semester	01/12/2016	31/12/2016
MCom	MCom	Semester	01/12/2016	31/12/2016
MSc	MSc	Semester	01/12/2017	31/12/2016
MSW	MSW	Semester	01/12/2016	31/12/2016
PGDCA	PGDCA	Year	29/04/2017	16/06/2017

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

The college is affiliated with Bilaspur Vishwavidyalaya, so follows the evaluation pattern as laid by it. It is applied to the Postgraduate courses under the Semester system from the Session of 2016 -17 onwards. The Masters degree of the Bilaspur Vishwavidyalaya, Bilaspur shall be conferred on a candidate who fulfills all the requirements specified in the relevant Ordinance. The Master degree will be awarded on the basis of course and examination completed by the candidate as per the evaluation process described in this regulation 1. The Master of Arts/Science/Commerce courses shall be spread over four semesters. In each semester, there shall be theory courses and where required practical courses (Laboratory work, fieldwork, project work etc.). Written and Practical Examinations shall be completed by the end of each Semester. There shall be numerical marking in the evaluation. 2. There will be 4 theory papers and 2 Practical papers in science subjects and 5 or 4 Papers in other disciplines (Arts/Commerce/Mathematics/Literature) of 100 marks for each paper in all semester, however not more than 20 theory papers in a total of four

semesters in any subject. 3. There shall be an Internal Assessment of 20 marks in each theory and practical paper of each and at the End of Semester Examination will be conducted of 80 marks. Apart from it the college conducts unit tests, model tests in between the session.

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

Our college is affiliated with Bilaspur university so we follow the University's calendar and ensure its proper adherence. It consists of various curricular, extra, and co-curricular activities. The calendar is uploaded on the college website, displayed on notice boards, and is communicated to students. It is updated and revised with respect to the college. All the classes and examinations are planned as per the calendar, thus ensuring complete adherence. Compliance of Continuous Internal Evaluation with Academic Calendar.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://dlscollege.in/iaqc/>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA-003	BA	BA Part - III	240	189	78.75

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://dlscollege.in/wp-content/uploads/2021/09/Student-Satisfaction-Survey-2016-17.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Self Employment (One Day)	Hindi and Education	19/12/2016
Current Trends in Mushroom Cultivation and Culture Techniques (Two Days)	Microbiology, Biotechnology, Social Work and DLS Livelihood	02/01/2017

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Popularizing Chhattisgarhi language through various workshops Seminars	Shri. Basant Sharma, Chairman, D.L.S. P.G. College, Bilaspur (C.G)	Chhattisgarh Raj Bhasha Aayog, Government of Chhattisgarh	29/01/2017	Institute

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
1	Mushroom Cultivation and Research Centre	Research and Development Cell, D.L.S. P.G. College, Bilaspur (C.G.)	Entrepreneurship on Mushroom cultivation and Spawn Production	Lab Scale - Faculty and Students are actively involved	12/01/2017

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Biotechnology	3	0

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Biotechnology	3
Education	3
Microbiology	2

No file uploaded.

3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Semi-quantitative expression studies of genes involved in biosynthesis of curcuminoid in Curcuma Caesia Roxb.	Dr, Neha Behar	Indian Journal of Biotechnology	2016	0	Pt. Ravishankar Shukla University, Raipur (C.G.)	8

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

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Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	NA	NA	Nil	Nil	Nil	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	11	Nil	6
Presented papers	1	7	Nil	Nil
Resource persons	Nil	3	Nil	Nil

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS Orientation in college campus	NSS	2	100

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	0	0	Nil

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Digital Financial Literacy Campaign	MHRD	Best Volunteers	2	4

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	0	0	0

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	NA	NA	Nil	Nil	0

No file uploaded.

3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Pt. Sunder Lal Sharma Open University, Birkona Road, Bilaspur	23/02/2017	Study Centre	110

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
17490000	17485064

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Newly Added
Class rooms	Existing
Campus Area	Existing

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL Software	Fully	2.0	2016

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8630	Nil	Nil	Nil	8630	Nil

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	0	NA	Nil

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	70	2	4	3	1	5	8	100	0
Added	0	0	0	0	0	1	2	0	0
Total	70	2	4	3	1	6	10	100	0

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

100 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	NA

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7689123	6990112	1615314	1468468

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college ensures the effective utilization of funds and resources available for the year. We have separate Committees for maintaining and utilizing different types of facilities building committee, science committee, sports committee, library committee. Regular meetings among various committees are conducted to decide the budget allocation utilization, academic and effective support system strategies. Departmental and laboratory records are maintained by Head of departments. Sports officer take care of yearly sports activities. Librarian ensure the up-to-date record of library infrastructure, issue and purchasing records. The duly signed (by respective section in-charge) final records are needs to be approved and signed by the principal. The various cells and committees are formed to ensure students satisfaction, support, grievance's redressal, discipline, safety and so on. The administrative and academic sections have sufficient number of computes along with WIFI and LAN connection. The hygiene maintained in the campus as water purifier enabled water coolers installed, ensure routine garbage disposal and garden and landscaping maintenance. The college campus activities are randomly inspected by the principal. The monitoring mechanism for evaluating policies and plans is effectively followed. The individual is monitored by the respective HODs. The administrative offices are monitored by the Office-in-charge with the assistance of head clerk and cashier. The Head of the institution looks into all the areas of the college, be it academic or administrative. The IQAC looks into the wholesome quality improvement prospects and is consistent in guiding and suggesting measures to the management. The college has a formally stated quality policy. The policies are discussed and reviewed in the management meetings and also with the Staff members as and when required. Implementations of the plans depend upon various factors such as the financial position, state laws, university statutes, etc. Policies are executed by the Teacher-in-Charge with the help of office, staff and students union. Also the IQAC monitors the proper functioning and maintains quality assurance of the Institution. All the recommendation from the respective committee is forwarded to principal and then to the management for final approval.

<https://dlscollege.in/wp-content/uploads/2021/09/Procedure-and-Policies-2016-17.pdf>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support**5.1.1 - Scholarships and Financial Support**

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	State Level - Post Metric Scholarship for OBC, SC and ST students	1159	7345291
b) International	NIL	Nil	0

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NIL	Nil	Nil	NA

No file uploaded.

5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NIL	Nil	Nil	Nil	Nil

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
14	14	65

5.2 - Student Progression**5.2.1 - Details of campus placement during the year**

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	NA	Nil	Nil

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	Nil	No data available in prescribed format	NA	NA	NA

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil

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

Activity	Level	Number of Participants
बेटी बचाओ बेटी पढ़ाओ पर नाट्य अभिनय	College	174
एस. ई. सी. एल. के सहयोग से महाविद्यालय में निबंध प्रतियोगिता का आयोजन सतर्कता जागरूकता सप्ताह (31 अक्टूबर से 5 नवम्बर 2016)	College	137
महात्मा गाँधी जयंती	College	230
महिला सशक्तिकरण हेतु गठित इकाई द्वारा महिला दिवस पर महिलाओं का सम्मान	College	83

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	1 Silver and 1 Bronze medal in inter university in aquatic championship	National	1	Nil	NIL	Shristi Nag (M.Com.)
2016	Gold medal in National Fencing competition	National	1	Nil	NIL	Neeraj Chaurasia (B.A.II)
2016	Asian Circle Fencing Championship	International	1	Nil	NIL	Tausif Jamil Khan (M.A. Pre. History)
2016	Gold medal in senior Asian circle fencing championship	International	1	Nil	NIL	Abhishek Dubey (B.A. I)

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

The Student council is selected by nomination procedure in the college. The class representative are chosen on the basis of academic merit and they work under student council. The Student council has following post (1) President (2) Vice President and (3) Joint-secretary. The student council along with the NSS students takes actively part in all the college activities like Seminars, Conferences, Cultural, sports and departmental awareness programmes. They act as volunteers and play an important role in overall activities conducted in the college.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

Alumni Association are registered at the college to conduct yearly alumni meet. At the end of session the alumni of college are invited to discuss the academic potency

of the college that benefited them for carrier build-up and what kind of more academic augmentation could be done to serve further batches of students. They also share their success stories and memories of the college at Alumni Meet.

5.4.2 - No. of enrolled Alumni:

123

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

Alumni have committed to maintain garden and landscaping of the campus and donation of books to the library, as their contribution.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Our college is self-financed and run by Parth Shikshan Samiti (Registered body). The hierarchical structure is as follows: 1 The Management, 2. The Governing Body, 3. The Principal 4. The Co-ordinators of various committees 5. Head of Departments. 6 Faculty members. 7. Non -Teaching staff . In Governing body there are two external members nominated by the university, one from the state government, and two are teacher representatives from the college, during the meeting all the decisions are jointly taken. The Institutions always believe and practice decentralization and participative management, which is reflected in the decision making, planning and implementation. The Management, Governing body, Principal, IQAC Committee, NAAC Committee, Various Committees, Non teaching Staff, NSS, all the stakeholders are involved in the decentralization and participative management as all are members in all the important committees required for the functioning of the college, all are working together for effective functioning of the Institutions and fulfilling the vision and mission of our college. The Institution promotes a culture of decentralization and participative management involving all types of stakeholders in the process of decision making. The management always believes in decentralization and participative management. The management endeavours best substantial independence to the Institutions in all area of decision making process.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college follows the curriculum laid by the affiliating university, and efforts are sincerely done to implement it effectively. Proposal for initiating Skill development programs has already been processed from various state government and central government scheme. Besides that, self financed courses will also be initiated - Tally, Soft skills, Yoga, etc. in near future.
Teaching and Learning	Apart from traditional chalk and talk method, ICT enabled teaching is also encouraged in the college. Theory and practical based learning like educational tours, excursion, field visit, PowerPoint presentation and others methods are also adopted by various departments.
Examination and Evaluation	Continuous evaluation by conducting unit tests, internal exams, model test and final exam. The weak and advance learners among students are assessed by the evaluation of their performance.
Research and Development	The college has Research and Development cell , which is a dedicated unit for the same. the college level seminars are sponsored by it. Apart from it guidance and support to teachers for attending various

	Faculty development program, seminars, workshops etc. is given from time to time
Library, ICT and Physical Infrastructure / Instrumentation	The colleges established Central Library in academic building. We have semiautomated Library Management System. The library has provided free Wi-Fi to students to explore academic database. Library has also INFLIBNET facility for students and teachers with login ID and Password. The library has Book Bank Scheme for ST and SC candidate. The library has Hamar Chhattisgarh Corner to promote Chhattisgarhi and its culture among students and teachers. The library has computer facility for financially unstable students to access e- resources when needed.
Human Resource Management	Human resource management is the crucial strategy for the management. The faculty members are encouraged for improving their academic quality for academic growth. The college management also ensures the equal opportunity for each staff. The college provides some part of the registration fees for attending faculty Development Programme (FDP) and seminar/conferences/ symposia, even leave and time-off from regular academic work are also provided to the faculty person pursuing Ph.D. or any other higher degree. The college has well drafted HR policy for teaching and non-teaching staff.
Industry Interaction / Collaboration	We have MoUs with different academic, industry and other social groups for faculty resource programme and Co-organization of various awareness programme.
Admission of Students	Online admission procedure and transparency are adopted by the college as per the affiliating university norms

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

E-governance area	Details
Planning and Development	The Information and Communication Technology (ICT) tools are used in the college to communicate in a better way, to maintain transparency, to attain various mode of communication to ensure reachability of notice to everyone, enjoy the luxury of least cost and instant communication among target peoples of the college.
Administration	The use of Biometric attendance, CCTV surveillance to ensure safety inside the campus, student MIS in excel sheet are maintained, whatsapp group for instant communication regarding the admirative circulars and Gmail to communicate and store information. The MS office package is used to maintain records.
Finance and Accounts	The use of Tally ERP 9.0 to maintain account information and audits report generation.
Student Admission and Support	Student MIS prepared in excel sheet and merit list prepared during the admission session. Afterward this MIS data are used to communicate to students when needed. This will also help during AISHE data feeding to portal. The Student and Staff data maintained in excel sheet. The feedbacks are analyzed in excel.
Examination	The examination data maintained in excel sheet.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Nil	NA	NA	Nil

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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional	Title of the administrative	From	To	Number of	Number of
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	development programme organised for teaching staff	training programme organised for non-teaching staff	date	Date	participants (Teaching staff)	participants (non-teaching staff)
Nil	NA	NA	Nil	Nil	Nil	Nil

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC-Sponsored Orientation Programme, GGU, Bilaspur	1	30/05/2016	25/06/2016	27

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
34	77	9	16

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
EPF and Medical	EPF and Medical	Scholarship to SC,ST and OBC students by State government.

6.4 - Financial Management and Resource Mobilization

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

The College has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. External audit is conducted once in every year by an external agency. The mechanisms used to monitor effective and efficient use of financial resources are as below: Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management. College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non-recurring expenses like lab equipment purchases, furniture and other development expenses. The expenses will be monitored by the accounts department as per the budget allocated by the management. The depreciation costs of various things purchased in the preceding years are also worked out. Process of the internal audit: All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years. Process of the external audit: The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nil	Nil

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External Audit Committee	Yes	Internal Audit Committee
Administrative	No	CA	No	Internal Audit Committee

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

Parent Teacher Meeting (PTM) conducted to encourage parent to know about college academics infrastructure. PTM ensure the effective delivery of proposed college activity throughout the year. During PTM the parent feedback are collected and analyzed.

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

Faculty members are encouraged for Ph.D. enrollment. The college provide paid leave and financial support to staff for attending programmes for skill development. The college assessed the academic and administrative potential to staff and if necessary conduct expert meeting to fulfill their poor area of skill and knowledge.

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

Promotion of Chattisgarhi Culture in society with pro-active involvement of our students. Plan to conduct seminar/conference/symposia to address social issues and to promote entrepreneurship among students

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Library collected Chhattisgarhi literatures to preserve Chhattisgarhi culture in the college in the occasion of workshop conducted on Chhattisgarh Rajbhasha Prashikshan	10/09/2016	23/11/2016	23/11/2016	147

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants
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			Female	Male
To gives information about identity cards formation by the government and about AIDS awareness to Third Gender Community	06/12/2016	06/12/2016	54	23
Candle March in protest of the death of a third gender child due to his/her casualty by school colleagues and non-cooperation of the doctors as well as police.	14/04/2017	14/04/2017	13	14

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
As an alternative source of energy the following steps has been taken by the management as per IQAC recommendation - 1. Solar panels installed for energy conservation and the electrically stored in inverter (series of batteries integrated with CPU) for further usages. 2. Use of LED lights in the college campus to prevent energy. 3. Power efficient equipment are used in laboratories.

7.1.3 - Differently abled (Divyangjan) friendliness

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

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	23/12/2016	1	Samarth bharat ke Nirman me Chhattisgarh Itihas addyayan ki Bhumika	संगोष्ठी का प्रमुख उद्देश्य छत्तीसगढ़ के इतिहास की घटनाओं से प्रेरित तथ्यों को समर्थ भारत के निर्माण की आवश्यकताओं से जोड़ना था. उक्त संगोष्ठी के आयोजन हेतु महाविद्यालय के इतिहास विभाग को छत्तीसगढ़ पुरातात्विक विभाग से सहायता प्राप्त हुई थी.	136
2016	1	1	14/09/2016	1	Hindi Diwas - Pakhwada (हिन्दी दिवस - पखवाड़ा	राष्ट्रभाषा हिन्दी को राजकाज के सन्दर्भ में अग्रेषित करने हेतु हिन्दी पखवाड़ा कार्यक्रम का आयोजन महाविद्यालय के हिन्दी और शिक्षा विभाग के द्वारा किया गया जिसमे राजभाषा आयोग के अध्यक्ष महोदय उपस्थित थे.	166
2016	1	1	23/11/2016	1	Chhattisgarhi Raj Bhasha	छत्तीसगढ़ी राजभाषा के	147

					Prashikshan	सुव्यवस्थित प्रयोग हेतु समाज को भाषा के मूलभूत तथ्यों से अवगत करना वर्तमान कार्यशाला का मुख्य उद्देश्य था.	
2016	1	1	05/12/2016	1	Chhattisgarhi Lok-geet Ma Sanskriti Aau Lok Jeevan	उक्त संगोष्ठी का प्रमुख उद्देश्य छत्तीसगढ़ी लोकगीत में राज्य की संस्कृति और जनजीवन के सजीव वर्णन की व्याख्या थी. इसका आयोजन छत्तीसगढ़ राजभाषा आयोग, छत्तीसगढ़ शासन की सहायता से हिन्दी व शिक्षा विभाग के द्वारा किया गया था.	278
2016	1	1	19/12/2016	1	Self Employment	The main objective of this workshop was to introduce students with key areas of self employability and skill required to meet employers demand in various streams.	172
2016	1	1	23/12/2016	1	Samarth Bharat ke Nirman me Chattisgarhi Itihas ke Addhyayan ki Bhumika	The main objective of this national seminar was to explore the historical event of Chhattisgarh so that their conclusive outcome could potentially be utilized for the development of sustainable India.	184

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	10/06/2016	The college Code of Conduct (CoC) was prepared to ensure the human valises and ethics among students and staff of the institution. The well planned CoC of the institute helps to maintain values and ethical aspect of the stakeholders and to develop disciplined and effective academic ecosystem.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants

Apradh Niyantaran Me Samaj Ki Bhumika - The major goal of this workshop was to aware nearby society to control routine crime incident by themselves at their own level.	03/01/2017	03/01/2017	127
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7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

To make the campus eco-friendly the college maintain its gardens and landscaping throughout the year, make plantation routinely, the solar panels were installed to make sure energy conservation, LED lights are used to save energy consumption and the garden and other organic biomass are routinely collected to kept them to make organic fertilizer for campus flora. The One Student and One Tree concept of the college is also promoted among students and societies.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

To ensure the expansions of practical knowledge by our experienced faculties and security enhancement, the college started two initiatives as described below:

1. Conduction of outreach program using Mobile practical van for the students of remote area with collaboration with Chhattisgarh Council of GCOST, Raipur (C.G.).

2. CCTV installed at specific places for security of students and staff.

Best Practices (First):

1. Title of the Practice- Conduction of outreach program using Mobile practical van for the students of remote area with collaboration with Chhattisgarh Council of GCOST, Raipur (C.G.).

2. Objectives of the Practice- Our college in collaboration with CGCOST works to promote science and technology among students by demonstrating the basic practical of Physics, Chemistry and Biology to the students of the schools in village areas.

3. The Context- The schools present in rural areas lacks basic practical equipment for conduction of practical in the higher classes of school. The challenges faced by the institution is in getting permission from the authority of school for conduction of practical and reaching there.

4. The Practice- Our college has collaboration with CGCOST (Chhattisgarh Council of Science and Technology) for conduction of science practical in schools of village. We have 3 vans (Maruti Suzuki Eco, CG10 S2026, CG10 S2028, CG10 S2029) individually for Physics, Chemistry and Biology, which are sponsored by CGCOST. These Vans supports outreach program to demonstrate the practical of Physics, Chemistry and Biology curriculum in school. The main objective is to promote the science and technology among students. The Science committee heads this responsibility and allocate the faculty members to conduct it. The faculty member carries all the required equipment in that vehicle and travel to the school. They demonstrate the practical of Physics, Chemistry and Biology to the school students.

5. Evidence of Success- The school authority praised the effort for conduction of this program and it was published in the reputed daily newspaper.

6. Problems Encountered and Resources Required- The problem faced by the institution is in getting permission from the authority of school for conduction of practical and reaching there and faculty involved is also engaged in other college level activities apart from this. The resource, which is the van need proper maintenance and servicing from time to time.

Best Practice (Second)

1. Title of the Practice- CCTV installed at specific places for security of students and staff.

2. Objectives of the Practice- The main objective is security of students and staff and it is centrally monitored for punctuality of classes and maintenance of discipline and decorum among students.

3. The Context- Our college has two buildings (administrative and Academic), there was need to keep check on classes conduction and security, maximum of our staff members are females and girl students, so their security concern was the paramount importance.

4. The Practice- The CCTV are installed in almost all the classes, main gate, administrative building, academic building, labs, staff room, canteen, garden, parking area, gym, sports-ground and all the main places so that the whole campus is secured and any mishap can be prevented. The CCTV display screen is present in the IQAC room, which is centrally monitored by the principal and other senior faculty.

5. Evidence of Success- With the help of CCTV theft and any kind of in-appropriate behavior among students has been prevented. Further more the punctuality of classes and period time is maintained.

6. Problems Encountered and Resources Required- The basic problem is in maintenance of CCTV and

expenditure involved. Further, time to time the number of CCTV will also be increased.

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

<https://dlscollege.in/wp-content/uploads/2021/09/Best-Practices-2016-17.pdf>

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

To be a distinctive and innovative institution of national significance an institution with a pivotal role in the educational, economic, social, cultural and environmental infrastructure of its region and which reaches out to the people of the marginalized sections and the rest of nation through its research and teaching. The stated missions are dynamic ones and encourage new inclusions from time to time depending upon student's preference and local needs. Care is taken to ensure the holistic development of the students. The vision, mission and goals of the institution are in tune with the objectives of higher education. The governance of the institution is reflective of an effective leadership. The college aims at an integrated and personalized education of the youth so as to produce intellectually competent, morally upright, socially committed, spiritually inspired and nationally dedicated men and women in the service of India, today and tomorrow. The college is committed to prepare its young cadets in such a way, so that they can fight for education, own rights and empowering of the lesser privileged social groups such as the tribal, backward classes, minorities, women and other vulnerable sections of the society.

Provide the weblink of the institution

<https://dlscollege.in/wp-content/uploads/2021/09/Distinctiveness-2016-17.pdf>

8.Future Plans of Actions for Next Academic Year

As we are heading towards the NAAC Accreditation in near months, SSR has been submitted by the institution, The entire departments and the committees need to perform their activities regularly and documentation of each and everything is very important. Academics ambience in the college should be created and extracurricular achievements of the college should be increased.

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