

CMDPOSTGRADUATE COLLEGE, BILASPUR(C.G.)

The Annual Quality Assurance Report (AQAR) of the IQAC Session - 2013 -14 (July 1, 2013 to June 30, 2014)

Part – A

I. Details of the Institution

1.1 Name of the Institution	CMD POST GRADUATE COLLEGE, BILASPUR (C.G.)
1.2 Address Line 1	Link Road
Address Line 2	
City/Town	Bilaspur
State	Chhattisgarh
Pin Code	495001
Institution e-mail address	info@cmdpgcollege.in
Contact Nos.	07752-225177
Name of the Head of the Institution:	Dr. D.K.Chakraborty
Tel. No. with STD Code:	07752-225177

Mobile:

9229138958

Name of the IQAC Co-ordinator:

Dr. Mrs.Veenapani Dubey

Mobile:

98271-95058

IQAC e-mail address:

veenapani_dubey@yahoo.co.on

1.3 NAAC Track ID (For ex. MHC0GN 18879)

CHCOGN 16210

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

NA

1.5 Website address:

www.cmdpgcollege.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle				
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR NA (DD/MM/YYYY)4
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Fully Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Bilaspur Vishwavidyalaya
Bilaspur

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

5

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and

1

community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes,

mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC -Nil

Total Nos.

International

National

State

Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Passed RESOLUTIONS TO ASSURE THE QUALITY AND MANY OTHER ISSUES

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<ul style="list-style-type: none"> • To prepare action plan for the academic year. • To take initiatives for NAAC accreditation. • Formation Of different committees for regular feedback. • Various plans with regard to Curriculum aspects, teaching, learning and evaluation, Research activities and governance were kept in the Agenda of the meeting in the beginning of the academic session. 	<ul style="list-style-type: none"> • Academic calender of the higher education for the academic year was followed. • SSR for NAAC ACCREDITATION has been submitted. • Initiatives were taken and formalities were done. • How the plans have been executed was incorporated in the ACTION TAKEN REPORT • The details are available in the register of IQAC wherein the proceedings have been recorded.

** Academic Calendar of the year is attached as Annexure I.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Management endorsed the suggestions given by the IQAC in meeting of GB.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	MA (English) MA (Hindi) MA(Sanskrit) MA(Political Science) MA (Pub. Adm.) MA (History) MA (Economics) MA (Geography) M.Sc. . (Physics) M.Sc.(Chemistry) M.Sc.(Mathematics) M.Sc.(Botany) M.Sc. (Zoology) M.Com.	Nil	M.Sc.(Microbiology) M.Sc.(Comp.Science)	2
UG	B.A. B.Sc. B.Com		B.B.A B.C.A B.Com.(comp.sc.)	
PG Diploma	PGDBM PGDIB		PGDCA	
Advanced Diploma				
Diploma				
Certificate	TPP			
Others				
Total	20		6	
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	26

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure –[Provided in IQAC's Proceedings]*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Being an affiliated college, the revisions of the syllabi and its updating was done by the BOS OF University and it was followed.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	37	36		1	

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	Nil	42*			Nil		27			69

* Against 42 vacant regular faculty position 34 posts are filled by Adhoc Asst. prof. College Management have sanctioned Total 18 posts of Adhoc Asst. prof. for self finance courses. 40 posts of class III & class IV employee are also sanctioned & paid by the college management.

2.4 No. of Guest and Visiting faculty and Temporary faculty

52 (34 by a adhoc faculties and 18 by Self finance)

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	29	
Presented papers	1	5	
Resource Persons	Nil	1	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Teaching by audio-visual aids , models, live and field demonstrations. Student seminars etc

2.7 Total No. of actual teaching days during this academic year

120

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Institution follows the guidelines of the affiliating university.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

12 [Either as member BOS Or AS Chairman BOS]

2.10 Average percentage of attendance of students

75-80

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	435		30	342	22	90.57
B.com.	465		126	295	13	93.3
B.B.A.	25		10	12	Nil	88
B.Sc.	141		44	87	Nil	92.9%
B.C.A.	24		17	6	Nil	96
M.A. Pol. Science	45		Nil	19	12	68.8%
M.A. History	40		3	17	Nil	50
M.A. Economics	27		1	11	2	51.8

M.A. Geography	89		31	49	Nil	89.9
M.A. Hindi	Awaited					
M.A. English	74		Nil	32	38	94.6
M.A. Sanskrit	77		1	31	20	67.5
M.Com.	172		64	64	25	88.8
PGDIB	10		10	Nil	Nil	100
PGDBM	29		25	Nil	Nil	86.2
M.Sc. Physics	36		26	6	Nil	88.8
M.Sc. Chemistry	43		38	3	Nil	95.35
M.Sc. Maths	21		10	7	Nil	80.99
M.Sc. Botany	19		8	11	Nil	100
M.Sc. Zoology	20		16	3	Nil	95
M.Sc. Microbiology	18		11	6	Nil	94.4
M.Sc. Com. Science	8		8	Nil	Nil	100
PGDCA	Awaited					

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC receives feedback through various committees, heads of the departments, faculty members and monitors the teaching & learning process . Coordinator also interacts with the students informally and help in solving their problems.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	18	27		40 (technical +non technical)
Technical Staff	5	-		

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. IQAC encourages the teachers to participate in national and international seminars /symposia /conferences/workshops etc. to enhance scientific temper and nurture a research culture.
2. Teachers are motivated to send proposals to major and minor research projects, publish research papers in reputed journals .
3. P.G. students are also guided about various research funding agencies and young scientist schemes. Ph.D. awardees are also advised to apply for various PD Fellowships. [For eg .Dr. Mrs. Kanchanlata Vishwakarma of Botany department applied for DST's Young Woman Scientist Scheme]

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	15	
Non-Peer Review Journals	-	6	

e-Journals	6	5	
Conference proceedings	-	1	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		1			
Sponsoring agencies		UGC.CRO (Bhopal)			
				3	

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

* Details are available in NSS activities record of NSS Coordinator Dr.P.L.Chandrakar.

**Details available with IQAC and Personal profile of the faculties.

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

BY COLLEGE THROUGH NSS ACTIVITIES-

Blood donation camps, literacy camps etc. were organised by the NSS and Redcross Unit of the College.

Aids awareness programme by NSS VALUNTEERS

Fifty villages were adopted for VOTERS AWAKENING CAMPAIGN and 10% INCREASE IN THE VOTING PERCENTAGE WAS RECORDED AS A CONSEQUENCE OF IT.

In KURELI –VILLAGE Compost –pits were constructed by NSS Valunteers.

Individual efforts of FACULTY MEMBERS-

- *Dr. Veenapani Dubey gives consultancy for identification of medicinal plants.*
- *Special skill development classes like computer skills and Language proficiency are regularly held by Computer science faculties and Faculties of English Dept.*
- *Dr. Veenapani Dubey, Dr. Sharad Vajpai, Dr. Harsha Sharma of Botany and Chemistry Dept. acted as judges to various science exhibitions of inter-school and zone and state level.*
- *Dr. V.K.Gupta of Zoology Dept. and Dr. Veenapani Dubey of Botany Dept. used to give talks in All India Radio Raipur and Bilaspur*
- *Dr. V K. Gupta writes popular articles.*
- *Dr. P.L.Chandrakar donated blankets to the oldmen in village Nevsa. He also encourages many students by giving Prizes of from his own.*
- *Dr. Mrs S . Chakraborty donated blankets to the oldhomes in Bilaspur*
- *Mr. Sanjay Singh and Mrs. S. Asati donated blood in Blood Donation Camps.*
- *Dr. J.P. Dubey of Economics Dept. uproots Carrot-grass growing by the roadsides while he is in morning walk.*
- *Dr. Hemchandra Pandey Of Political science Dept. Gives his important contribution as orator and author to organisations like, Bhatendu Sahitya Samiti, Lochan Prasad Pandey Sahitya Samiti, Rawat nacha Mahotsav etc.*

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	As in SSR	Nil		
Class rooms	AS IN SSR	Nil		
Laboratories	AS IN SSR	Nil		
Seminar Halls	AS IN SSR	Nil		
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Details available in office		Details available in office	
Value of the equipment purchased during the year (Rs. in Lakhs)	Details available in office		Details available in office	
Others				

4.2 Computerization of administration and library

Yes we are in the process to get internet access in the library. Administration is partly computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39934	1915744	442	42324	40376	1958068
Reference Books	NIL	NIL	NIL	NIL	NIL	NIL
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	NIL	NIL	NIL	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing								
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Institution has subscribed for inflibnet access to faculty members and research scholars. A reference section is available for the use of researchers

4.6 Amount spent on maintenance in lakhs : Information to be provided by the office.

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The quest and aspirations of the students are explored to nurture and inculcate ‘a passion for learning’. An interactive and collaborative approach is made to enhance the learning environment of the institution.

Various extracurricular activities are conducted to sharpen the skills of the students. Educational tours, Industrial visits and projects are a part of the enrichment program.

5.2 Efforts made by the institution for tracking the progression

--

5.3 (a) Total Number of students –*Data provided by the office .*

UG	PG	Ph. D.	Others

(b) No. of students outside the state

(c) No. of international students

	No	%		No	%
Men			Women		

Last Year 2012-13						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2149	447	328	1146		4154						

Demand ratio

Dropout %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

--

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Given by Career and Guidance Cell and individually by some of the teachers of Science Faculty.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	27	7	Data not available

5.8 Details of gender sensitization programmes

Circulars and information for awareness are sought from various government departments such as women welfare, health department, Police Department and & NGOs and the information is made available to the stake holders regarding act. Frequent lectures by experts are held for the staff and students to sensitize them over such issues.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level
International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support.-Details available with the office.

	Number of Students	Amount
Financial support from institution		
Financial support from government	934For SC,ST.&OBC	
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level
Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____3_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

'SA VIDYA VIMUKTAYE' meaning education to liberate i.e. To achieve excellence through knowledge.

6.2 Does the Institution has a management Information System

yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Strategies designed by Board of Studies have been adopted.

6.3.2 Teaching and Learning

To encourage ICT enabled teaching and learning.
To arrange academic fairs and exhibitions
Providing opportunities for experimental learning
To arrange remedial classes for weak students

6.3.3 Examination and Evaluation

Regular Tests , Oral tests, Student Seminars and paper reading programmes , Quiz etc.

6.3.4 Research and Development

6.3.5 Library, ICT

IQAC repeatedly got feedback for the construction of a New library building equipped with modern facilities

6.3.6 Human Resource Management

The recruitment of permanent faculty members against the vacant posts is lying since 1999. The teacher taught ratio is compensated by the recruitment of adhoc teaching faculty members in accordance with the rules of Higher Education.

6.3.7 Faculty and Staff recruitment

Viewing the retirement of the faculty new adhoc appointments are given every year.

6.3.8 Industry Interaction / Collaboration

IQAC IS ATTEMPTING TO INVITE MOUs FROM INDUSTRIES AND OTHER INSTITUTES.

6.3.9 Admission of Students

The Principal constitutes admission committee in the guidance of Deans of respective faculties to review the admission process and student's profile. The appraisal by the committee sees that no deserving candidate is denied admission. It also helps to identify the students who need special care. The improved performance in the examination is reflected in the University results.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done? NO

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

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

Integrated waste management is being done. The waste thus recycled is used in garden of the college.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

ESTABLISHMENT OF A SMALL BOTANICAL GARDEN WHEREIN SOME ENDANGERED MEDICINAL PLANTS HAVE BEEN CONSERVED AND CULYIVATED.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Action has been taken on the 75% of the plans .

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

Pu.blication of a Research journal viz ‘NEE FRONTIERS OF RESEARCH ‘ BY THE COLLEGE.
ORGANISING SEMINARS AND TALKS ON EMERGING TOPICS BY LEARNED ACADEMICIANS

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Lectures by the science faculties in schools, slum areas to keep the environment clean. Demonstrations by posters, and other methods to convey the message to save the planet and conserve biodiversity.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

Construction of a new library building.

More fund generation for modern equipments. Establishment of a Central Instrumentation lab.

The plans which could not be completed in this year

Name *Dr(Mrs.) Veenapani Dubey*

Name *Dr. D. K.. Chakraborty*

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

