ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2011-12

RAJIV GANDHI GOVT. P. G. COLLEGE, AMBIKAPUR

The NAAC has introduced a new on-line questionnaire for the annual report format to be submitted by the IQAC every year. The new format is a survey of the quality sustenance effort undertaken by the institution which would reflect the quality management strategies adopted. Broad areas cover all relevant quality enhancement efforts. It is envisaged that the response pattern by the institution would be a self-learning exercise in quality sustenance effort undertaken by the institutions. The survey also intends a quality mapping which would streamline IQAC activities. Based on the quality profile created by the institution, strategies can be adapted to achieve the declared goals and objectives.

INSTRUCTIONS

The Questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile

2. IQAC (Internal Quality Assurance Cell) activities.

3. Academic and Research Output

4. Student Mentoring and Support System

5. Governance and Innovation

The activities of the Institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals .The survey results would enable the institution and the IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the entire survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgment or categorization on institutional quality is intended.

IMPORTANT

In order to enable institutions to have a preview of the questionnaire, the PDF version is available on the NAAC website.

When answering the questionnaire, please ensure that the question is omitted to have a holistic analysis.

This survey does not allow you to have access to the filled-up form, i.e the "done" button is clicked, the information will automatically reach NAAC.

In case you wish to retain printouts of the filled-up questionnaire, please take a printout of each completed page before proceeding further.

1. Kindly provide the details of the Institution

Name of Institution:	Rajeev Gandhi Govt. P.G.College, Ambikapur.
Year of Establishment of the Institution:	1960
Address Line 1:	Manendragarh Road
Address Line 2:	
City/Town:	Ambikapur
State:	Chhattisgarh
Postal code:	497001
Email Address:	

2. NAAC Accreditation/Reaccreditation Details

Year of Accreditation/Reaccreditation:	2005
Current Grade:	B^{++}
CGPA:	

3. Institutional Status
Affiliated Permanent

4. Contact Person Details

Name of the Head of the Institution:	Prof. S.K. Tripathi
Contact Phone:	O9977678873
Email:	drsktripathibaba@gmail.com
Website URL:	htpp://rgpgcapur.nic.in
Name of IQAC Coordinator:	Prof.(Smt.)Kusumlata Vishwakarma
Email:	kusumlatavishwakarma@gmail.com

SECTION 1

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building

5. Number of academic programmes existing (Enter a number;0 for nil)

Undergraduate (BA/B.Sc/B.Com/LL.B.)	04
Post Graduate(MA/M.Sc/M.Com etc)	13
Research Programmes (M.Phil/P.hD)	10
Certificate Programmes	00
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Phramacy/Paramedical/Nursing etc)	01
Other value added programmes	00
Any other Programme offered (Specify)	00

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year	00
New programme designed	00
Programmes under revision	00
Interdepartmental Collaborative programmes	00
Inter institutional collaborative programmes	00
Number of review committee recommendations implemented (Total)	00
Number of NAAC peer team recommendations implemented	
Number of UGC/ any other expert committee recommendations implemented	00
Number of review committee recommendation under implementation	00
Number of NAAC peer team recommendations under implementation	
Number of UGC/ any other expert committee recommendations under implementation	

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	79
Total faculty on rolls	32
Faculty added during the year	00
Faculty positions vacant	45
Faculty left during the year	02
Total number of visiting faculty	00
Total number of guest faculty	00
Temporary Faculty	24

8. Qualification of Faculty

PhD and Above	22
MPhil	Nil
Masters	06
Any other (Specify)	Nil

9. Faculty qualification improvement

PhD awarded to existing faculty	01
MPhil awarded to existing faculty	Nil
Any other degree awarded to existing faculty	Nil

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative Staff (Total sanctioned)	06
Administrative Staff (Actual Strength)	06
Added during the year of reporting	00
Left during the year	00
Number of posts vacant	00

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total Sanctioned strength)	08
Technical Support Staff (Actual Strength)	07
Added during the year	04
Left during the year	01
Number of posts vacant	01

SECTION B **Faculty Details (Enter a number; 0 for nil)**

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (Social perception of the institution) in line with the vision, mission and goals of the institution.

12. Establishment details

	DD	MM	YYYY
Year of establishment of IQAC	07	04	2005

13. Comparison of IQAC (Enter a number; 0 for nil)

Number of IQAC members	08
Number of Alumni in IQAC	Nil
Number of Students in IQAC	Nil
Number of Faculty in IQAC	Nil
Number of Administrative Staff in IQAC	Nil
Number of Technical Staff in IQAC	Nil
Number of Management Representatives	Nil
Number of External Experts in IQAC	Nil
Number of any other stakeholder and community representatives	Nil

14. IQAC meetings

Number of IQAC meetings held during the year	02

15. Whether Calendar of activities of IQAC formulated for the academic year

No

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed	04
Number of value added programmes proposed	00
Number of skills oriented programmes proposed	01
Number of faculty competency and development programmes proposed	02
Number of other staff development programmes proposed	01
Number of students monitoring programmes proposed	01
Number of co-curricular activities proposed	00
Number of inter departmental cooperative schemes proposed	00
Number of community extension programmes proposed	03
Any other programmes proposed (Specify)	00

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented	00
Number of value added programmes implemented	00
Number of skills oriented programmes implemented	00
Number of faculty competency and development programmes implemented	02
Number of other staff development programmes implemented	00
Number of students mentoring programmes implemented	02
Number of co-curricular activities implemented	16
Number of inter departmental cooperative programmes implemented	01
Number of community extension programmes implemented	05
Any other programmes suggested that are implemented (Specify)	00

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number ofSeminars/Conferences/Workshops organized by IQAC within the Institution	Nil
Number of participants from the Institution	Nil
Number of Participants from outside	Nil
Number of external experts invited	Nil
Number of external conferences/ seminars/ workshop on institutional quality attended	Nil
Number of events conducted with IQACs of other institution as collaborative programmes	Nil

16. IQAC Plans for Development (Enter a number; 0 for nil)

19. Did IQAC receive any funding from UGC during the year?

◯ Yes

◯ No✓

20. If the response to Qn.18 is Yes, please provide the amount received from UGC (Input 0-if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount received from UGC	00
Amount received from any other source including College management	00

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

➢ Documentation of all Records and Reports.   00
➢ Organizing Remedial Coaching classes. Yes(ST,SC,OBC,MINOR)

➢ Coaching class for entry in to Services.   00
➢ Training on Entrepreneurship   00

➢ Distribution of BPL stipends.   Yes

➢ Short terms computer courses for Teachers.   Yes

➢ International Conference.   00

➢ Fund raising programme (Fate, Raffle draw)   00

➢ Orientation on API (proposed)   00

SECTION III

In this section the events, activities and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or designed by faculty	00
Number of faculty members involved in curriculum restructuring/revision/syllabus development	33
Number of programmes in which evaluation process reformation taken up and implemented	13
Number of active teaching days during the current academic year	180
Average percentage of attendance of students	72
Percentage of classes engaged by guest faculty and temporary teachers	49
Number of self financed programmes offered	01
Number of aided programmes offered	17
Number of programmes discontinued during the year	00

23. Whether any systematic student feedback mechanism is in place?

Yes

24. Feedback details (If Answer to Question 20 is yes)

Percentage of courses where student feedback is taken	100

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	00
Number of minor research projects undertaken during the year	04
Number of major ongoing projects	Nil
Number of minor ongoing projects	02
Number of major projects completed	Nil
Number of minor projects completed	02
Number of major project proposals submitted for external funding	01

Number of minor project proposals submitted for external	06
Number of research publications in peer reviewed journals	-
Number of research publications in international peer reviewed journals.	-
Number of research publications in national peer reviewed	32
Number of research papers accepted for publication in international peer reviewed journals.	01
Number of research papers accepted for publication in national peer reviewed journals.	02
Average of impact factor of publications reported	-
Number of books published	-
Number of edited books published	-
Number of books(Single authored) published	01
Number of books (Coauthored) published	00
Number of conferences attended by faculty	00
Number of international conferences attended	00
Number of national conferences attended	00
Number of papers presented in conferences.	00
Number of papers presented in international conferences	00
Number of papers presented in national conferences	00
Number of conferences organized by the institution	00
Number of faculty acted as experts resource persons	03
Number of faculty acted as experts resource persons-	00
Number of faculty acted as experts resource persons- national	03
Number of collaborations with international institutions	00
Number of collaborations with national institution	00
Number of linkages created during the year	00
Total budget for research for current year as a percentage of total institution budget.	00
Amount of external research funding received in the year	3,00000
Number of patents received in the year	0
Number of patents applied for in the year	0
Number of research awards/recognitions received by faculty and research fellows of the institute in the year.	0
Number of PhDs awarded during the year.	01
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other	19

SECTION IV

This section deals with Students Mentoring and Support System existing in the institution. This includes student activities, mentoring and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned in I year)	2100
Actual enrollment during the year	2801
Student dropout percentage during the year (Fail/Pass)	44%
Success percentage in the final examination across the courses.	81%
Number of academic distinctions in the final examination and percentage	11%
Number of students who got admitted to institutions of national importance	10
Number of students admitted to institutions abroad	0
Number of students qualified in UGC NET/SET	04
Number of students qualified GATE/CAT/ other examination	0

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn.27

Number of students participated	0

30. Does student counseling and guidance service exist?

Yes

31. Student participation, if answer to Qn.29 is yes

Number of students participated	0

32. Career guidance

Number of career guidance programmes organized	15
Percentage of students in career guidance programmes	33

33. Is there provision for campus placement?

Yes

34. If yes to Qn.32

Number of students participated in campus selection programmes	45
Number of students selected for placement during the year	15

35. Does gender sensitization program exist?

Yes

36. If Answer is Yes to Qn.34

Number of programmes organized	03

37. Student activities.

Number of students participated in external cultural events	
Number of prizes won by student in external cultural events	
Number of cultural events conducted by the institute for the students	10
Number of students participated in international sports and games events	-
Number of students participated in national level sports and games events.	22
Number of students participated in state level sports and games	44
Number of students participated in university level sports and games events	22
Number of prizes won by students in international sports and games events	-
Number of prizes won by students in national level sports and games events	-
Number of prizes won by students in state level sports and games events	07
Number of prizes won by students in university level sports and games events	06
Number of sports and games events conducted by the institute for the students	-

38. Composition of students

Percentage of Scheduled Caste	2.32
Percentage of Scheduled Tribe	41.66
Percentage of other backward communities	19.74
Percentage of women students	
Percentage of physically challenged	0.42
Percentage of rural students	52.12
Percentage of urban students.	47.88

39. Scholarships and financial support

Number of students availing financial support from the institution	00
Amount disbursed as financial support from the institution	00
Number of students awarded scholarship from the institution	00
Number of students received notable national / international achievements /recognition	01

40. Students initiatives

Number of community upliftment programmes initiated by students	19
Number of literary programmes initiated by students	07
Number of social action initiatives based on science/environment initiated by students.	03
Number of student research initiatives	04

SECTION V

This section surveys the Governance and Innovation at the Institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created?
- ◯ Yes✓
- ◯ No

42. If the answer for Qn.40 is Yes, is the plan implemented and monitored?
- ◯ Yes✓
- ◯ No

43. Whether benchmarking is created for institutional quality management efforts?
- ◯ Yes ✓
- ◯ No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format
- Infrastructure building.
- Introduction of new courses.
- Improvement in teaching standard..
- NCC/NSS/Sports /Red Cross Units have become more functional.
- More motivation to teaching faculty and staff to excel.
- Co curricular activities have gained fillip..
- SWOC Analysis has made aware of Strengths and weaknesses.
- Better planning has evolved due to focus on quality improvement.
- Stakeholders have been encouraged to contribute in more planned way.
- Self-appraisal by faculty members.

45. Is a Management Information System (MIS) in place?
◯ Yes✓
◯ No

46. If answer to question 45 is Yes, Please provide details of MIS applied to
1. Administrative procedures including finance
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Research administration
6. Others

(Enter the respective details corresponding to the serial numbers)

- The records are maintained in conventional form as well as in computerized files to be submitted to university/government from time to time as per requirement.
- The list of students admitted and other necessary information is displayed on the notice board.
- Computerized as well as conventional records of students are maintained.
- Answer scripts of tests and internal exams are made available to students for self checking.
- The faculty and staff interact from time to time to evolve strategies for improvement.
- Inter-departmental meetings are held regularly for smooth management of the curricular, co curricular activities and the overall functioning of the institution.
- Computerization of the Administrative block.
- Round-the-clock Internet Connectivity.
- New facilities for sports, library and student-activities.

47. Existence of learning resource management

	Yes	No
e-database in library	○	○ ✓
ICT and smart classroom	○ ✓	○ e-
learning sources (e- Books,e-Journals)	○ ✓	○
Production of teaching modules	○ ✓	○
Interactive learning facilities	○ ✓	○

48. Internal resource mobilization: Kindly provide the amount contributed

Research	00
Consultancy and training	00
Student contribution	2488600/-
Alumni contribution	00
wellwishers	1000000/-

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	1000000/-
Amount spent for student welfare	100000/-
Amount spent for staff welfare	00

50. Is delegation of authority practiced?
○ Yes ✓
○ No

51. Does grievance redressal cell exist?

	Yes	No
Faculty	○ ✓	○
Students	○ ✓	○
Staff	○ ✓	○

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

55. Has the institution conducted SWOT analysis during the year?
- ○ Yes
- ○ No ✓

56. The SWOT analysis was done by internal or by external agency
- ○ Internal
- ○ External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)
   (Outcome of SWOC Analysis of 2011-12)
- Premier College of the district.
- Centrally located.
- Well connected by road and rail.

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)
   (Outcome of SWOC Analysis of 2011-12)
- Majority of students hail from tribal/backward communities.
- Inadequate infrastructure.
- Paucity of trained permanent staff.

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

(Outcome of SWOC Analysis of 2011-12)

- To open more vocational courses.
- Setting up of research centres in various subjects.

60. Kindly provide two identified challenges/ threats from SWOT analysis (in bullet format)

(Outcome of SWOC Analysis of 2011-12)

- Colleges established in private sectors providing similar courses.
- Lack of coordination between different units of the institution.

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

- The Institution has evolved a system of imparting educational facilities of the highest order to tribal and deprived students of this underdeveloped region in all branches of academic activities.
- The principles adopted are those which are best suited to the need of the country and of the state.
- Active learning process and on the cultivation of scholarly habits and scientific methods are emphasized.
- Efforts have been made for opening career oriented courses as also to make the students aware of the different career opportunities which, if pursued shall ensure them a better future.
- Students, faculty and staff welfare is constantly kept in focus.
- The faculties are encouraged to engage in minor research projects and all necessary information made available to them in this regard.

62. How do you perceive the role of NAAC in the quality development of your institution? (Suggestions in bullet format to be given below?)

- It is a forward-looking programme.
- Played a vital role in total up-liftment of the institution.
- The teaching process has benefited from it, making teachers more aware and focussed.
- Infrastructure has been improved for the benefit of students and staff.
- A number of vocational and career oriented courses have been introduced.
- All the stake holders have been united and streamlined for improved functioning of the college.
- An interactive, involved and vastly improved management system has been evolved.
- Research based studies have gained impetus.

Dr.Kusumlata Vishwakarma   **Dr. S.K.Tripathi**
  Co-ordinator, IQAC,   **Principal**
Rajiv Gandhi Govt. P.G.College   **Rajiv Gandhi Govt. P.G.College**
    Ambikapur   **Ambikapur**