

ACADEMIC AUDIT REPORT

DEPARTMENT OF COMMERCE

St. Vincent Pallotti College, Kapa, Raipur (C.G)

Academic Audit Report 2023-24

Department of Commerce

Audit Team

Rev. Fr. Amit Tirkey , Director
Dr.Kuldeep Dubey, Principal.
Dr.G.Padma Gouri – Vice- Principal.
Dr.Yashswee Lonkar , IQAC Coordinator.
Dr. R.Gayatri Iyengar, HOD (Education).
Dr.Pooja Rathi, HOD (Computer Science).
Mrs. Aanchal Mishra , Incharge (Management).
Mr.Durgashish Mishra ,Incharge (Physical Education).

Name of The Department : Commerce

Year of Establishment : 1995

Head of the Department : Mr.Vaibhav Shrivastav

Courses offered : B.Com and M.Com

I.Curricular Aspects :

- The Academic flexibility and adaptability in the form of various electives are provided to students. It was suggested by members to maintain list of students enrolled in various electives so as to assess their inclination and preferred courses offered by the institution.
- If possible, the suggestions communicated to the affiliating University related to Curriculum development process may be documented and communicated in more effective way.
- Tally and Vedic Mathematics Certificate and Add on Courses are conducted in the department as per need and requirement of students. Enrollment in the certificate courses can be strengthened by adding specialized certificate course in accounting packages.
- The Department can identify some cross - cutting issues embedded in various courses and develop awareness among students through projects and assignments.
- List of Assignments of students along with their topics is well maintained.
- Feedback is collected from stakeholders, analyzed and action is taken. The document is well drafted and maintained as per the requirement. Representation of graphical analysis in PIE chart form was suggested by the Audit Members.

II. Teaching Learning and Evaluation :

- Measures may be taken by the Department to enhance the enrolment of students in under graduate and Post Graduate Courses .
- The Department can evolve variety of student centric methods and document it in more systematic way.
- ICT enabled tools for effective Teaching – learning process is well maintained and can be updated more as per requirement.
- Mentor – Mentee details are maintained in the department. More Interactions and meetings with the mentee need to be organized and documented.
- There is scope for upgradation in the Qualification and research Work of faculty members of the Department.
- Internal assessment of the student can be documented in a systematic manner.
- Result Analysis is prepared of only Final year of the Program. More comprehensive and proper analysis of first year and Second year can be prepared and communicated to the stakeholders.
- Documents related to Academic related grievances and redressal is properly maintained. Few non- academic related grievances /redressal can also be taken into consideration and documented.
- Attainment of students in terms of PO and CO is to be calculated and percentage of attainment level can be considered to check the progress of students..
- Data related to Placement and Progression of students is collected and well documented. The data collection work is under progress .

III. Research, Innovations and Extension

- Faculty members can be motivated to undertake research projects, register for PhD and participate in Research related activities.
- Students of the department actively participate in extension activities conducted at the central level. It was suggested to plan and organize extension activities at the departmental level also.
- MOU and Collaboration with Industries and corporate house is suggested.

IV. Infrastructure and Learning Resources

- Proper maintenance of stock register is suggested , which can be updated every year.
- Document can be maintained displaying effective use of ICT for teaching learning process.

V. Student Support and Progression

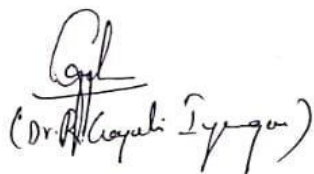
- Scholarship file is updated and is well maintained. Screenshot of Scholarship website displaying names of students can be added.
- Two certificate courses are conducted. Efforts can be made to organize few more capacity building and skill enhancement initiatives by the department.
- Students of department actively participate in various co-curricular and extracurricular activities. Department is suggested to organize variety of activities catering to the interest of the students.
- Book Bank facility is the best practice adopted by the department to provide academic support to the student
- Departmental library with data of books issue/return may be maintained and checked regularly.
- Maintenance of Alumni file details is in progress.

VI. Governance , Leadership and Management

- File related to effective welfare measures for teaching staff is documented and updated from time to time.
- Department can identify few more welfare schemes for students as per their needs and requirement and maintain separate file.
- SWOC analysis was conducted to assess and evaluate the progress of the department and develop strategies for further improvement.

VII. Institutional Values and Best Practices

- Highly motivated faculties with Professional certification render their expertized teaching at departmental and interdepartmental level.
- The department highlights the importance of conducting cultural, academic and non-academic activities with an aim of holistic development of students.



H.O.D.
Education Department
St. Vincent Pallotti College



Dr. Kuldeep Dubey
PRINCIPAL
St. Vincent Pallotti College
RAIPUR (C.G.)

DEPARTMENT OF MANAGEMENT

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St. Vincent Pallotti College, Kapa, Raipur (C.G)

Academic Audit Report

2023 – 24

Department of Management

Audit Team

- Rev. Fr. Amit Tirkey, Director
- Dr.Kuldeep Dubey, Principal.
- Dr.G.Padma Gouri – Vice – Principal.
- Dr.Yashwee Lonkar , IQAC Coordinator.
- Mr. Vaibhav Srivastava HOD (Commerce)
- Dr. R.Gayatri Iyengar, HOD (Education).
- Dr.Pooja Rathi, HOD (Computer Science).
- Mr.Durgashish Mishra, In charge (Physical Education).

Name of The Department: Management

Year of Establishment: 1997

Head of the Department: Dr. Prachi Singh

Courses offered: B.B.A and M.COM

I. Curricular Aspects:

1. **Academic Flexibility and Electives:** The institution offers students a variety of electives, ensuring academic flexibility and adaptability. Members suggested maintaining a detailed record of students enrolled in these electives to better understand their preferences and the courses they are inclined toward.
2. **Curriculum Development Suggestions:** Recommendations submitted to the affiliating university regarding curriculum development should, where possible, be documented and communicated more effectively for enhanced implementation.
3. **Cross-Cutting Issues:** The department can identify cross-cutting themes present in various courses and foster student awareness through dedicated projects and assignments.

Vijay Kumar

4. **Assignment Records:** A well-maintained list of student assignments, including their respective topics, is kept by the department.
5. **Stakeholder Feedback and Analysis:** Feedback from stakeholders is systematically collected, analyzed, and followed by actionable steps. The documentation meets institutional requirements, and audit members recommended presenting the analysis using PIE charts for improved visual clarity.

II. Teaching Learning and Evaluation:

1. **Student Enrolment and Progression:** Measures should be taken to enhance enrolment in undergraduate and postgraduate courses. Placement and progression data are collected and documented, with ongoing improvements in data collection.
2. **Catering to Student Diversity:** The department can adopt diverse, student-centric teaching methods and document them systematically. Mentor-mentee interactions should be increased, with proper records maintained.
3. **Teaching-Learning Process:** ICT-enabled tools are effectively utilized but can be further updated. Expanding student-centric methods will enhance engagement and inclusivity in the learning process.
4. **Faculty Development:** Faculty members are encouraged to upgrade their qualifications and engage in more research activities to enhance departmental quality.
5. **Evaluation and Grievance Redressal:** Internal assessments and result analysis can be more comprehensive, including all program years. Academic grievances are well-documented, and non-academic grievances should also be considered.
6. **Student Performance and Outcomes:** The attainment levels of Program Outcomes (PO) and Course Outcomes (CO) should be calculated and monitored to evaluate student progress effectively.

I. Research, Innovations and Extension

1. Faculty members can be encouraged to engage in research projects, pursue PhD programs, and actively participate in research-related activities.
2. Students from the department actively participate in extension activities organized at the central level. It is recommended to plan and conduct similar activities at the departmental level.
3. Establishing MOUs and collaborations with industries and corporate houses is advised.



IV. Infrastructure and Learning Resources

1. Departmental book bank properly maintained for student access and reliability.
2. Facilitated computer lab with fully equipped ICT tools for the assurance of effective classes and student skill enhancement.

V. Student Support and Progression

1. Certificate Courses and Capacity Building: The department offers two certificate courses and should introduce more skill-enhancement programs.
2. Soft Skills and Activities: Students participate in co-curricular activities, and the department should organize more events focusing on soft skills.
3. Academic Support and ICT: The Book Bank facility supports students well. Library records should be regularly updated, and scholarship details can include website screenshots.
4. Alumni Engagement: Alumni file maintenance is in progress and should be completed systematically.

VI. Governance, Leadership and Management


1. The SWOT analysis file on welfare measures for teaching staff is regularly updated. The department is encouraged to identify additional welfare schemes for students and maintain a dedicated file for the same.
2. SWOC analysis has been conducted to evaluate departmental progress and formulate strategies for improvement.

VII. Institutional Values and Best Practices

1. Highly motivated faculty with professional certifications contribute their expertise to teaching at both departmental and interdepartmental levels. The department emphasizes organizing cultural academic, and non-academic activities to promote the holistic development of students.



Vaibhav Shrivastava
HOD (Commerce)
St. Vincent Pallotti College
Raipur (C.G.)



Dr. Kuldeep Dubey
PRINCIPAL
St. Vincent Pallotti College
RAIPUR (C.G.)

ENERGY AUDIT CERTIFICATE



Nature Conservation and Community Development Society,
Raipur, Chhattisgarh-492001

C.G. Govt. Registration No. 122202112995


Near Shubhkamna Hospital, Dubey colony, Mova, Raipur, Chhattisgarh, -492007
Ph. 9424241900/7898592922 Email: nccdsociety@gmail.com / mishrap1972@gmail.com

Ref.NCCDS/ 2023-24

Date 30/06/2024

CERTIFICATE

This is to certify that Energy Audit for **ST. VINCENT PALLOTTI COLLEGE, KAPA RAIPUR** have been conducted in 2023-24 by **Nature Conservation and Community Development Society, Raipur, C.G.** All the observations and recommendations are made as per previous audit conducted in the year 2022-23.


(President)

Nature Conservation and Community
Development Society Chhattisgarh

GREEN AUDIT CERTIFICATE



Nature Conservation and Community Development Society,
Raipur, Chhattisgarh-492001

CG.Govt.RegistrationNo. 122202112995

Near Shubhkamna Hospital, Dubey colony, Mova, Raipur, Chhattisgarh, -492007
Ph. 9424241900/7898592922 Email: nccdsociety@gmail.com / mishra1972@gmail.com

Ref:NCCDS /2023-24

Date.: 16/12/2023

CERTIFICATE

This is to certify that **Green Audit** for **ST. VINCENT PALLOTTI COLLEGE, KAPA RAIPUR** have been conducted in 2023-24 by **Nature Conservation and Community Development Society, Raipur, C.G.** All the observations and recommendations are made as per previous audit conducted in the year 2022-23.

(President)

Nature Conservation and Community
Development Society Chhattisgarh

ENVIRONMENT AUDIT CERTIFICATE



Nature Conservation and Community Development Society, Raipur,
Chhattisgarh-492001

CG Govt. Registration No. 122202112995

Near Shubhkamna Hospital, Dubey colony, Mova, Raipur, Chhattisgarh, -492007
Ph. 9424241900/7898592922 Email nccdsociety@gmail.com / mishrarp1972@gmail.com

Ref:NCCDS/2023-24

Date 25/03/2024

CERTIFICATE


This is to certify that Environment Audit for ST. VINCENT PALLOTTI COLLEGE, KAPA RAIPUR has been conducted in 2023-24 by Nature Conservation and Community Development Society, Raipur, C.G. All the observations and recommendations are made as per previous audit conducted in the year 2022-23.

(President)


Nature Conservation and Community Development Society, Raipur, C.G.

FDP DETAILS
2023-24

“ADVANCE RESEARCH TECHNIQUES & IPR”



ST. VINCENT PALLOTTI COLLEGE, RAIPUR
ORGANIZES
FACULTY DEVELOPMENT PROGRAM
ON
"ADVANCED RESEARCH TECHNIQUES AND IPR"



Topic
Intellectual Property Rights

RESOURCE PERSON
Dr. Prof. Asha Ambhaikar
Professor, Department of CS & IT
Kalinga University, Raipur

SATURDAY
22 JULY 2023
TIME: 12:00 NOON
VENUE: AV ROOM

0771 - 2283334
e - mail : pallotti.college@gmail.com
www.stvincentpallotticollege.org

ST. VINCENT PALLOTTI COLLEGE, RAIPUR
IQAC IN COLLABORATION WITH RESEARCH CELL
ORGANIZES
ONE WEEK FACULTY DEVELOPMENT PROGRAM
ON
"ADVANCED RESEARCH TECHNIQUES AND IPR"



Rev. Fr. Amit Tirkey SAC
Director
St. Vincent Pallotti College, Raipur



Chief Guest
V. Rev. Fr. Bipin Kishor Minj SAC
Provincial Rector,
Raipur Province



Dr. Kuldeep Dubey
Principal
St. Vincent Pallotti College, Raipur



Mrs. Pooja Rathi
IQAC Coordinator
St. Vincent Pallotti College, Raipur



Dr. G. Padma Gouri
Vice Principal
St. Vincent Pallotti College, Raipur



Dr. Prachi Singh
Convener, Research Cell
St. Vincent Pallotti College, Raipur

RESOURCE PERSONS



Dr. Ram Krishna Rathore
Research Intensive Faculty and IPR Incharge,
Rungta College of Engineering & Technology, Bilhail



Dr. Prof. Asha Ambhaikar
Professor, Department of CS & IT
Kalinga University, Raipur (India)



Dr. Shweta Bajaj
Associate Professor and HOD,
AAFT University of Media and Arts, Raipur

FROM: 18 TO 22 JULY 2023
TIME : 10:00 AM TO 3:00 PM
VENUE : AV ROOM

0771 - 2283334
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FDP DETAILS

2023-24

“ADVANCE RESEARCH TECHNIQUES & IPR”

REPORT

St. Vincent Pallotti College, Raipur (C.G)

Session: 2023-24

Report of 'One Week Faculty Development Program'

on

'Advanced Research Techniques and Intellectual Property Rights (IPR)'

Internal Quality Assessment Cell (IQAC) in collaboration with the 'Research Cell' of St. Vincent Pallotti College organized a one week 'Faculty Development Program (FDP)' from 18-07-2023 to 22-07-2023 on 'Advanced Research Techniques and IPR' comprising of divergent research tools and techniques as well as the contemporary areas of 'Intellectual Property Rights' for all the departmental faculty of the institution. The program inaugurated with a welcome speech by Dr. Kuldeep Dubey, Principal of the college. Fr. Rev. Bipin Kishor Minj, Provincial Rector was the Chief Guest and Fr. Amit Tirkey, Director of the institution was the special guest of the program. The essential objective of the FDP is to uplift their involvement and eagerness in creating the domain research activities.

Dr. R.K. Rathore, a Faculty of Research and IPR of Bhilai on Day-1 elaborated the various methods to identify the core collection of research journals including SCIE (Science Citation Index Expanded), SSCI (Social Sciences Citation Index), AHCI (The Arts and Humanities Citation Index), CPCI (Conference Proceedings Citation Index), BCI (Book Citation Index) along with SCOPUS and UGC-CARE to be considered for paper and journal publication by the researchers. He also highlighted the concept of plagiarism and its types, detection and removal of plagiarism. He also narrated on how to publish good journals and its pre-requisites to be taken into consideration by the researchers with respect to citation and referencing of the research literature.

On Day-2, Professor Dr. R.K. Rathore explained through power point presentation about the reference management software, 'Mendeley', by which faculty members acquainted with the exclusive method of creation of library, exporting with MS-Document, downloading as an extension and inserting the reference manager to work on the existing research document for referencing all sources at once to effectively create and save the same.

On Day-3, the eminent speaker, Dr. Shweta Bajaj, an Associate Professor of School of Management, AAFT University, Raipur has taken all the participants to the fundamental nuances of the 'Systematic Literature Review' in which she elaborated about the 'Narrative', 'Systematic' and 'Meta' analysis of the review to develop different criteria including qualitative and quantitative methodology to adopt by the researchers in their publishing works. On 4th day of the FDP, she emphasized the need and creation of right data to be maintained and constructed using MS-Excel sheets. In order to make bibliometric analysis, Dr. Shweta Bajaj explained about the effective usage of 'VOSviewer, a software to create maps on bibliographic data, text data, co-citation map to create different clusters and incorporating in the research work.


PRINCIPAL
Dr. KULDEEP DUBEY
VINCENT PALLOTTI COL
KAPA-RAIPUR (C.G)

On Day-5, the Resource Person, Dr. Asha Ambhaikar, Professor of CS&IT, Kalinga University, Raipur introduced the need and the protection of 'Intellectual Property Rights (IPR)'. She elucidated on the types of IPR as copyright, patent, Trademark and emphasized the ways on promoting ideas, knowledge sharing and designing of the intellectual property. She also elaborated various steps to file registration of the patent, ownership rights in India by her most informative presentation.

The participants of the 'Faculty Development Program' are truly acquired the necessary methods as well as the present-day technology on advanced research as delivered by all the resource persons. It has been a tremendous benefit to the faculty members of the institution. The one-week FDP concluded on 22-7-2023 with the vote of thanks by Vice-Principal Dr. G.Padma Gouri and she has motivated all the participants to upheave the research interest and use the all the resources to create new and essential intellectual property rights. Dr. G.Padma Gouri also appreciated the efforts of IQAC and Research Cell in conducting this program. Principal Dr. Kuldeep Dubey presented the institutions mementos to the speakers. IQAC In-charge, Mrs. Pooja Rathi, Research Cell Head, Dr. Prachi Singh, all heads of the departments and faculty members were also actively present in this one-week faculty development program.



PRINCIPAL
Dr. KULDEEP DUBEY
VINCENT PALLOTTI COL
KAPA-RAIPUR IC.G

FDP DETAILS 2023-24

“ADVANCE RESEARCH TECHNIQUES & IPR”

ATTENDANCE

St. Vincent Pallotti College, Raipur (C.G)
Session: 2023-24
One Week Faculty Development Program
on
“Advanced Research Techniques and Intellectual Property Rights (IPR)”
From 18-07-2023 to 22-07-2023
Participants' Attendance Record

S.No.	Name	Designation	Department	Signature				
				18/07/2023	19/07/2023	20/07/2023	21/07/2023	22/07/2023
1	Dr. Kuldeep Dubey	PRINCIPAL	St. Vincent Pallotti College	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	Dr. G. Padma Gouri	Vice-Principal	St. Vincent Pallotti College	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	Mr. Vaibhav Shrivastava	HOD-Commerce	Commerce	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
4	Dr. Ms. Sunita Pawar	Librarian	St. Vincent Pallotti College	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
5	Mrs. R. Gayatri Iyengar	HOD	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
6	Dr. Mrs. Mini .S. Pillai	Asst. prof.	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
7	Mrs. Yashaswee Lonkar	Asst. Prof.	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
8	Mrs. Pooja Rathi	HOD	Computer Science	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	Mrs. Bani Saha	Asst. Prof.	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	Ms. Aanchal Mishra	Asst. Prof.	Management	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	Mr. Dhaneshwar Yadav	Asst. Prof	Management	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
12	Mrs. Abhilasha Khare	Asst. Prof	Computer Science	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
13	Dr. Prachi Singh	HOD	Management	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
14	Mr. Singamala Vamsee Krishna	Asst. prof.	Asst. prof.	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
15	Mr. Krishna Kant Choubey	Asst. Prof.	Commerce	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	Dr. Kiranjeet Kaur Bedi	Asst. Prof.	English	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]

S.No.	Name	Designation	Department	Signature				
				18/07/2023	19/07/2023	20/07/2023	21/07/2023	22/07/2023
17	Mr. Akash Goenka	Asst. prof.	Commerce	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
18	Mrs. Ramola Vikas Dan	Asst. prof.	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
19	Mrs. Aayasha Hendricks	Asst. prof.	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	Mrs. Neetu Gupta	Asst. Professor	Commerce	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	Mr. Magesh Kumar Sinha	Asst. Professor	Physical Educati	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	Mr. Durgasis Misra	Asst. Prof.	Physical Edu.	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	Dr. Priti Saini Agrawal	Asst. Professor	Commerce	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	Mrs. Tripti Pashine Singh	Asst. Professor	Commerce	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	Ms. Neha Sahu	Asst. Professor	Comp. Science	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
26	Mrs. Ruchi Abhay Daganwar	Asst. Professor	Education	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
27	Ms. Saipriya Iyer	Asst. Librarian	Library	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
28	Mr. Rahul Ku. Sahu	Asst. Professor	Physical Educati	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
29	Mr. Hemant Sahu	Asst. Prof.	Mgmt.	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
30	Mr. Alok Kumar Chaurasiya	Asst. Prof.	Physical Educati	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
31	Mr. Saurabh Puranik	Asst. Prof.	Physical Educati	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
32	Mrs. Shivali Shrivastava	Asst. Prof.	Computer Science	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
33	Mr. Abhishek Upadhyay			ABSENT	ABSENT	ABSENT	ABSENT	ABSENT
34	Dr. Neena Rathi			ABSENT	ABSENT	ABSENT	ABSENT	ABSENT

PHOTO GALLERY



FDP DETAILS

2023-24

“ADVANCE RESEARCH TECHNIQUES & IPR”

CERTIFICATES



VIDYA PROTSAHAN SANGH
ST. VINCENT PALLOTTI COLLEGE, RAIPUR
One Week Faculty Development Program
on
“Advanced Research Techniques and IPR”



Certificate of Participation

This is to certify that Dr./Mr./Ms. R. Gayatri Tyengar, HOD - Education
has actively participated in the Faculty Development Program on
“Advanced Research Techniques and IPR”
from 18.07.2023 to 22.07.2023 organized by IQAC in collaboration with
Research Cell, St. Vincent Pallotti College, Raipur (C.G.)

 Fr. Amit Tirkey SAC Director	 Fr. Bipin Kishor Minj SAC Provincial Rector, Raipur Province	 Dr. Kuldeep Dubey Principal
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VIDYA PROTSAHAN SANGH
ST. VINCENT PALLOTTI COLLEGE, RAIPUR
One Week Faculty Development Program
on
“Advanced Research Techniques and IPR”



Certificate of Participation

This is to certify that Dr./Mr./Ms. Anchal Mishra, Asst. Prof.
has actively participated in the Faculty Development Program on
“Advanced Research Techniques and IPR”
from 18.07.2023 to 22.07.2023 organized by IQAC in collaboration with
Research Cell, St. Vincent Pallotti College, Raipur (C.G.)

 Fr. Amit Tirkey SAC Director	 Fr. Bipin Kishor Minj SAC Provincial Rector, Raipur Province	 Dr. Kuldeep Dubey Principal
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USE OF ICT TOOLS

