YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution ST. VINCENT PALLOTTI COLLEGE

- Name of the Head of the institution   DR. KULDEEP DUBEY

- Designation   PRINCIPAL

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   0771-2283334

- Mobile no   9826515377

- Registered e-mail   pallotti.college@gmail.com

- Alternate e-mail   kuldeep.dubey05@gmail.com

- Address   LODHIPARA KAPA

- City/Town   RAIPUR

- State/UT   CHHATTISGARH

- Pin Code   492004

2.Institutional status

- Affiliated /Constituent   AFFILIATED

- Type of Institution   Co-education

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **PANDIT RAVISHANKAR SHUKLA UNIVERSITY**

- Name of the IQAC Coordinator **Mrs. Pooja Rathi**

- Phone No. **07712283334**

- Alternate phone No. **07712283334**

- Mobile **9039293094**

- IQAC e-mail address **pallotti.college@gmail.com**

- Alternate Email address **rathipooja.08@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://www.stvincentpallotticollege.org/Img/AQAR2122.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.stvincentpallotticollege.org/Image/Acad2223.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**--**	**2003**	**21/03/2003**	**20/03/2008**
Cycle 2	**B**	**2.31**	**2015**	**03/03/2015**	**02/03/2020**
Cycle 3	**B++**	**2.92**	**2021**	**03/11/2021**	**02/11/2026**

6.Date of Establishment of IQAC **16/03/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**NIL**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year   7

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. St . Vincent Pallotti College successfully conducted a NAAC-sponsored seminar on NEP 2020 on the topic "Multidisciplinary Education and Holistic Development -A quality initiative". 2. Various initiatives were taken by the college for promoting extension programs .Activities were conducted by the extension committee and along with it the NCC , NSS and Red Ribbon clubs of the college organized many activities for the social development of the community. 3. Few Smart boards were installed in classes for effective teaching . 4. The college signed four MOUs with different educational institutes for sharing of academic resources . 5. Various Initiatives were taken by the college for cleaner and greener environment. Academic, Energy, and Green Audit were conducted.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
NAAC sponsored seminar	The college successfully conducted NAAC sponsored National seminar on NEP 2020 on the Topic" Multidisciplinary education and Holistic development- A quality initiative" in November 2022.The seminar attracted huge number of participants from various intra and inter colleges and from other states. An ISBN book was published for the same. The seminar helped in bringing about improvement in the quality of teaching, research, administration, curricular and extra- curricular activities, thus striving for excellence.
Extension Program	Extension activities play a crucial role in higher education by bridging the gap between academia and the real world. These activities encompass a wide range of initiatives aimed at connecting students, faculty, and institutions with communities, industries, and societal needs.The College is committed to address the needs of the surrounding locality and city. The college adopted Khaprapatti School and conducted many activities for their development. The Charity and Extension committee along with the NCC/ NSS units and Red Ribbon Club successfully organized many activities like Blood donation camp, Covid Vaccination Drive, Hariyar Pallotti, Swach Bharat Abhiyaan and many more.

Increase ICT and Smart class room	Effective use of technology motivates students, make classes more dynamic and interesting and renew teacher enthusiasm as they learn new skills and techniques. Technology is also helping the students to understand any abstract concepts clearly. Therefore In the era of digitalization, the college increased their ICT classroom and installed digital aids for effective teaching methodology.
To sign MoU with academic Institution.	IQAC in collaboration with the Research Committee got Four MOU's signed ie. St. Vincent Pallotti College with Kalinga University Raipur, and Rajshree Mahila Swasthya Samooh, BSSS College Bhopal and Beams group Bilaspur with Department of Management, SIDI Raipur with Department of Commerce .Seminars and workshop were conducted to guide academic and research activities among various institutions.
Academic, energy and Green audit	The college conducted Academic, energy and Green Audit. Green audit is continuously done to evaluate the college environmental performance, resource utilization and compliance with environmental regulations. The purpose of an academic audit is to encourage departments or programs to evaluate their "education quality processes" – the key faculty activities required to produce, assure, and regularly improve the quality of teaching and learning. The college undergoes energy audit every

	year that provides the college the record of complete electricity consumption and energy efficiency assessment. The college due to its lush green campus and solar panel installation has already reduced electricity consumption.
Monitor certificate courses	In order to impart specialized knowledge and skill set requirements for future, all the departments of the college offered Certificate Courses. As a result 10 certificate & value added courses were conducted and 500+ students attended the courses. These courses were so designed in order to give a competitive edge over others and to increase their professional credibility.
Preparation for the 4th cycle of NAAC	IQAC of our college discussed with the entire seven criterions in charges about the preparations to be done for the upcoming 4th cycle of NAAC visit in coming years. As per the NAAC guidelines committees were asked to strengthen their functioning and conduct activities that are required for the betterment of students and college.
Prepare the academic plan	The IQAC coordinator in the staring of the session asks the department to plan their academic calendar so that various activities can be streamlined. As the University prescribes the syllabus which specifies the number of lectures, list of recommended books and assessment scheme of internal and external marks. HOD distributes the teaching load by

	considering the subject choice and faculty competency and discuss the same with the Principal every faculty member prepares a teaching plan of entire semester in-line with the department's academic calendar.
Feedback collection and analysis	In order to monitor students' performance, progress, and problems every department collect feedback from the students to get an insight view and appropriate changes are done if required. Feedbacks are also collected from stakeholders i.e. Alumni, Employers and Parents to gain valuable insights and help the college to assess progress against objectives .Understanding stakeholder's perceptions and expectations is key to any process evaluation.

13.Whether the AQAR was placed before statutory body?   Yes

- Name of the statutory body

Name	Date of meeting(s)
Vidya Protsahan Sangh	08/02/2023

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**ST. VINCENT PALLOTTI COLLEGE**
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Name	Date of meeting(s)
Vidya Protsahan Sangh	08/02/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	12/03/2024

15.Multidisciplinary / interdisciplinary

The institution is permanently affiliated with Pt. Ravishankar Shukla University, Raipur. As an affiliating institution, it is mandatory to abide by the curriculum structure of the same. St. Vincent Pallotti College is a composite college with multiple disciplines such as Commerce, Management, Computer science, Education, Physical education, and Yoga.The college administration possesses a broad outlook about the all-inclusive development of the students and always welcomes the changes with a positive attitude. The College's focus is on providing complete and well-rounded personality development to its students by inculcating the needed skills .The college offers an education that develops the intellectual, aesthetic, social, physical, emotional, and moral values of its students. The various departments and commitees organizes seminars,workshops, conduct different activities like Hariyar Pallotti, Food Fest , Teachers day , Friendship day celebration and many others to expand students' knowledge horizons and promote harmony . The college celebrates and observes significant days such as International Yoga Day, International Women's Day, Environment Day, and Road Awareness Programs, bringing together all the students to synthesizes and harmonizes links between disciplines into a coordinated and coherent whole. Projects are given to students in the areas of community engagement, service, and environmental education. Institute helps students to recognize biases, think critically where students put aside their pre-existing notions and position themselves to learn facts more readily, and be more open to adopting a range of methodologies that promote understanding and integrate conflicting insights from alternative disciplines. The college along with its different departments and committees identifies and nurtures each student's unique abilities, and sensitizes faculty to promote the holistic development of each student in both academic and nonacademic spheres. The institute adopts a comprehensive teaching approach that transcends the boundaries of a discipline or curriculum to enhance the scope and depth of learning. The multiplicity of courses at the college facilitates interaction among students from diverse disciplines thus helping them to develop multi-disciplinary approaches. All the national and religious festivals are celebrated in colleges with a lot of interest like Independence day, Republic Day, Hindi Diwas , Gandhi Jayanti and many more. At the very outset, NEP 2020 envisages multidisciplinary education.

16.Academic bank of credits (ABC):

As per the University of Pandit Ravishankar Shukla guidelines, it is mandatory for every student enrolled in the University to register for the Academic Bank of Credits during the academic year 2022-2023. Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), in the sense, NAD is the backbone of ABC, where the students' academic data are held and academic awards are stored (i.e. storehouse of academic awards).The college have made it mandatory for every student to have a NAD id. This step is crucial to ensure seamless student mobility across higher education institutions in India and easy integration of skills and experiences into a credit-based system. The College, being affiliated to the University, strictly follows the rules and regulations laid down by the University. As a result, the students of the College have already completed their registration process for the Academic Bank of Credit Portal and have been allotted their individual Digilocker accounts. This Digilocker account will allow the students to store and access their academic certificates and mark sheets digitally. This will not only ensure the safety and authenticity of the documents but also make it easier for students to access them at any time and from any place. Therefore, all College students can confidently participate in the Academic Bank of Credits system and make the most of it by utilizing their skills and experiences to the fullest. A Nodal in charge was made for the academic banks of credits that underwent training and explained the importance of the same to students. The class teachers took the initiative to fill up the ABC portal. An orientation session was held for the teachers where through video presentation they were made aware of the concept.

17.Skill development:

St. Vincent Pallotti College aims at the all-round development of the students. Students of all disciplines are provided with exposure to develop their interested skills through numerous activities conducted by the departments and different committees from time to time. Efforts are initiated by the institution to strengthen softer skills of students through several certificate courses and several activities by the departments and the committees. Computer Science undergraduates are provided with an opportunity to undertake certification courses in hardware training and software testing every year. Although the same is not included in the stipulated curriculum it provides them with an opportunity to uphold their skill in the required field. In the same manner, the students of Education enrich their teaching skills through a Micro-Teaching Program utilizing which they are

provided with hands-on experience of each teaching with their peer members and supervisors. Personality Development and Spoken English sessions are mandatory for all students.

Diverse innovative activities for skill development like ALM workshops, and community service activities are conducted. Students of Management and Commerce are provided with skill development programs such as Workshops on Research Methodology, Entrepreneurship Skills, Career Counselling sessions, and even practical experience through industrial visits. Students of Physical Education undergo compulsory skill development practical sessions regularly. Weapon Training was provided to the students to make them equipped with the latest defense techniques. In addition, Sessions are allotted for training about the preparation of Resumes, Mock Interviews, participating in Techno Update, developing Entrepreneur Skills through various talks, and encouraging students to participate in Intercollegiate business and entrepreneur events, which are part of the student involvement areas other than their curriculum. The Special Day Committee organizes variety of activities on important and special days commemorating human values, constitutional values, and even activities to spread the noble ideals of great personalities such as Swami Vivekanand, and Mahatma Gandhi. Every year Vijay Diwas, Khel Diwas, Hindi Diwas, Paryavaran Diwas, and Yuva Diwas are celebrated to spread human values among the students. The good practices that the institution adopted concerning the Skill development of the students are the mandatory teaching skills theory and hands-on experience for Education department students, the organization of a techno fest by the Computer Department, and the food fest by Women Cell for imbibing entrepreneur skills among students. The College has made all efforts to build a healthier and harmonious working environment concerning issues related to Gender, Environment and Sustainability, Human values, and Professional Ethics into the curriculum. The various departments of the college through various activities keep on developing various skills of the students. The objective of conducting all these skill development programs is to connect a large number of students to upgrade their knowledge and to improve their career prospects.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

St. Vincent Pallotti College commenced its journey on the road of quality education in 1995. It was the first English medium college in the region. However, as the students' community consists of both English and Hindi backgrounds, the teaching-

learning medium is also bi-lingual by nature. Hindi Language is one of the compulsory subjects at the undergraduate level. Sincere efforts are initiated to develop the interest of students in the national language. To promote the Indian culture, several activities are organized for students to imbibe in them the love of their culture. Celebration of Hindi Diwas and celebration of all the festivals on the college premises always creates an atmosphere of respecting our culture and transmitting the rich culture to the next generations. The College emphasizes the integration of the Indian Knowledge System into its various courses and curriculums. The college celebrates International Mother Language Day on February 21 and conducts various programs to commemorate the birth anniversary of Subhash Chandra Bose and Gandhiji. These programs aim to promote the rich cultural heritage of India and instill a sense of pride and appreciation among the students. The college gives a lot of importance to local culture and food habits and strives to integrate them with education. The students are encouraged to participate in various cultural activities, including folk dances, music, and drama, to get a better understanding of their roots and traditions. The departments keep on conducting various skill-oriented and value-based programs that aim to prepare students for the challenges of the modern world. The college strives to prepare its students for the challenges of the modern world while building in them a deep appreciation and understanding of their roots and traditions. The institute aims to develop good, thoughtful, well-rounded, and creative individuals. The institute promotes multilingualism and the power of language in teaching and learning; Life skills such as communication, cooperation, teamwork, and resilience are instilled in students. Extensive use of technology in teaching and learning, removing language barriers, and educational planning and management. Respect for diversity and respect for the local context in all curricula, pedagogies, and policies, always keeping in mind that education is a competing subject. Full equity and inclusion as the cornerstone of all educational decisions to ensure that all students can thrive in the education system. Synergy in curriculum across all levels of education. The curriculum and pedagogy of our institutions develop a deep sense of respect for fundamental duties and constitutional values, the link with one's country, and a conscious awareness of one's roles and responsibilities in a changing world. The institute stills in students a deeply rooted pride in being Indian, not only in thought, but also in spirit, intellect, and deeds, as well as to develop knowledge, skills, values, and attitudes. Provisions that support a responsible commitment to human rights, sustainable development and life, and global wellbeing, thus reflecting a

true global citizen. Guest lectures, sessions, and
even cartificate courses are too held in an online mode by
expertise faculties of different institutes in which a huge
number of students participate and enhance their understanding.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

St. Vincent Pallotti College is affiliated with Pt. Ravishankar
Shukla University, Raipur aims at the qualitative development of
the students. It emphasizes the quality outcomes of achievement
after attaining knowledge. The college offers various
Undergraduate, Post Graduate, and Research Programs under the
Faculty of Commerce, Management, Computer Science, Education, and
Physical Education Department by following the curriculum
designed by the affiliating university. All departments have
outlined the learning outcomes for the courses offered by them.
These outcomes are aligned with the goals of the college. The
attainment of the outcomes is assessed by stakeholder surveys.
The educational institution places great emphasis on providing
students with a comprehensive understanding of the curriculum, as
well as the expected outcomes and achievements. In addition to
regular classroom teaching, the institution offers tutorial
classes and a mentor-mentee system that prioritizes outcome-based
education. Students are well-informed about course-specific
outcomes through an array of activities, including orientation
programs, classroom discussions, expert lectures, and practicals.
The Programme Outcomes, Programme Specific Outcomes, and Course
Outcomes are designed as per the curriculum developed by the
university and communicated the same to the stakeholders of the
institution through the College Website. The outcome is so
designed to develop various dimensions of students such as basic
life skills, vocational skills, intellectual skills interpersonal
skills, etc. The institution aims at the holistic development of
the students through various academic and non-academic
activities. Outcome-Based Education (OBE) is a student-centered
teaching and learning methodology in which the course delivery
and assessment are planned to achieve stated objectives and
outcomes. All the departments of the college conduct certificate
courses for their students that will be beneficial for their
employability. Students are motivated to take part in various
inter-college ideation and Business Plan competition. Students of
Management Department were the runner up in the Inter college
Business Plan competition organized by Mats University. Students
of this department also participated in the Case Study
Competition organized by IIM Raipur and gained foruth position.
The college continously works for the focus based education and

outcomes are measured by the achievements of the students .

20.Distance education/online education:

The College aim to provide the students with the best possible education and offer both offline and online classes.
The experienced teachers conduct online classes whenever necessary to help students stay on track with their coursework. These online classes enable students to interact with teachers and classmates in real-time, making it easier for them to clear their doubts and ask questions. We believe that this approach ensures that our students receive a comprehensive education that prepares them for success in their desired careers. The good practice of the institution concerning online education is the maintenance of the YouTube Channel of the institution and the departments as well. These YouTube channels contain video lectures, PPT presentations, and the question banks of all subjects. SomeFaculty members even have their own personal YouTube Channels for the delivery of the curriculum. College library Inflibnet Facility provides numerous e-books and journals to the students. The other best procedure for online education practiced in the institution is that every year each faculty member has to enrich the department with numerous e-books. All the e-books are saved in the department computer system and made available for the students as and when necessary. The library of the college give access to students to many online journals and books .A separate e-corner is made for the students to access the database required for their knowledge. Students are motivated to pursue online courses offered by Swayam . Many of the students of the college have successfully completed the NPTEL courses and enrolled in various other online learning platforms. Faculties of the college are also enrolled in Nptel programs and few of the faculties have even completed some of the courses successully.
The college is working on the proposal for making all the question papers of all subjects and departments to be made accessible to students in online mode.

Extended Profile

1.Programme

1.1   190

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **1137**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **50**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **421**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **31**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **32**

Number of sanctioned posts during the year

Extended Profile

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2.3 Number of outgoing/ final year students during the year	**421**

File Description	Documents
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3.Academic

3.1 Number of full time teachers during the year	**31**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**32**

File Description	Documents
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4.Institution

4.1 Total number of Classrooms and Seminar halls	**24**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**52.61**
4.3 Total number of computers on campus for academic purposes	**70**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **The college follows curriculum set by affiliating University. Academic processes are streamlined with timetables. Top priority is always given for systematic implementation of the prescribed curriculum. Every faculty member has to maintain Daily Dairy, where faculties maintain their daily teaching topics.**
- **Faculties regularly update their knowledge through active involvement in Research and Faculty Development Programs. They are part of curriculum review, assessment and evaluation committees at University level.**
- **Faculties take classes in blended classroom teaching. Institute has Smart-Class-Rooms for better ICT implementation. Students are provided sufficient study materials , with moderate time interval, Unit Tests are also conducted. Classroom teaching is supplemented various activities likeQuiz, Presentation by students, Group Discussion, Special Lectures, Educational-Tours and**

Industrial Visit for effective delivery of curriculum.

- College offers various certificate courses, to build bridges with the world of work.
- College has a strong tutorial and remedial classes system for slow-learners. Mentor-Mentee scheme is actively executed.
- The Institute enables the students to provide feedback on curricular issues, infrastructure and administrative matters. The implementation and adherence is continuously monitored by IQAC.
- The college endeavors to raise consciousness of our students about gender-based inequalities, environmental concerns in order to prepare them to participate in society as mindful individuals.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[https://www.stvincentpalloticollege.org/Image/Acad2223.pdf]()

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Each year, an academic calendar aligns with the University's schedule, outlining curricular, extra, and co-curricular activities. It is shared on the college website, notice boards, and via email to students. The compliance of Continuous Internal Evaluation (CIE) with this calendar is meticulously followed:

- Classes and Lab Schedule: Timetables adhere to university guidelines, available online and on departmental notice boards.
- Internal Examinations: Unit tests and pre-university exams are scheduled per the calendar, with detailed schedules released beforehand. Exam sheets are promptly checked and returned to students.
- Question Paper Setting: Faculty prepares and department heads approves internal exam papers.
- Exam Sheet Evaluation: Answer sheets undergo cross-

checking to ensure fairness.

- **Assignments and Quizzes:** Alongside tests, assignments and quizzes are part of CIE, with solutions submitted by students.
- **University Exams:** Tentative dates for these exams are in the calendar, finalized schedules posted on notice boards.
- **Student Feedback:** Anonymous feedback is collected through online forms.
- **Academic Monitoring:** Heads of Departments maintain monthly reports on course coverage, attendance, and assignments, organizing remedial classes for struggling students. This comprehensive approach ensures effective adherence to the academic calendar while enhancing the learning experience.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.stvincentpallotticollege.org/Events

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

38

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

504

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- **St. Vincent Pallotti College integrates essential crosscutting issues such as Professional-Ethics, Gender,**

Human-Values, Environment, and Sustainability into its curriculum, following guidelines provided by affiliating University.

- The University mandates certain subjects, ensuring students engage with these critical topics.
- Gender sensitization activities are organized, emphasizing women's rights and equality, fostering discussions, presentations, and seminars enhance awareness and dignity.
- The college focuses on environmental education through compulsory environmental studies and practical activities like tree planting and water conservation. Moreover, the curriculum emphasizes Human Values and Professional Ethics, in various programs.
- Activities like Hindi-Diwas and Constitution-Day celebrations enrich students' understanding of national values, while courses like Business Ethics and Professional Values equip them with ethical decision-making skills.
- There are certain specialized cells and committees, such as the women's-cell, special-day celebration committee, charity-cell, cultural committee that takes continuous efforts to improve ethics, environmental awareness, and human values among students and staff.
- The college's NCC unit works tirelessly to instill moral, disciplinary, patriotic, and ethical ideals among its pupils. The women's cell plans unique events like girl-specific self-defense classes and orientation programs.
- Overall, college prioritizes holistic education by embedding these vital issues throughout its curriculum, preparing students to become socially responsible and ethically aware individuals.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

32

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

512

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/13ah8CyvvJDfEm7MkA9I8CLYCTFYcpJuc/view
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://drive.google.com/file/d/13ah8Cyvv JDfEm7MkA9I8CLYCTFYcpJuc/view

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1137

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

50

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The main aim of our institution is to identify the learners in each class basedon measurable criteria set by various

departments as slow and advancedlearners. Required steps are taken to facilitate the learning process ofidentified students.

Identification of slow learners.

1. Analysis of Academic performances in their internal assessment and university examination.
2. Interest, attentiveness and grasping power in class.
3. Regularity in class
4. Identification of any physical/ personal /psychological issues related to slow learners.

Programs for slow learners.

1. Remedial session.
2. Encouraging classroom participation.
3. Opportunities in various activities.
4. Providing additional online learning materials.
5. Extended Library use and providing extra books.

Identification of advance learners.

1. Analysis of academic performance and their achievements in various areas.
2. Proactive behavior in various scholastic and co-scholastic activities.
3. Analytical/problem solving / creative skills of the learners.

Program for advance Learners.

1. Allocating assignments/projects that require higher order thinking skills.
2. Encouraging participation in various activities at university/state/ National level.
3. Motivating and guiding them in research area, seminar, workshop, quiz etc.
4. Participation in peer tutoring.
5. Institutional scholarship provided for their achievements in various areas.
6. Extended library time and extra Books.

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File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZSdM3tR1608JInhKMedkXTbX3hwQ_fFo/view?usp=drive_link
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1137	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Marching towards NEP 2020, our institution has set goals to encourage our students to explore, experience, and empower, by providing profound learning experiences for the divergent students. To enhance learning experiences of students, opportunities are provided to students to participate and represent in various committees like Cultural committee, literary committee, sports committee, library committee , and placement committee.

Following methodologies are employed:

- Participatory learning methods : Seminar, Role play, Presentations are planned aligning with the learning outcomes of the institution. To strengthen the social responsibility, participation in NSS camp, Blood donation camp, Village camp, visit to special school, conduction of Nukkad natak etc. areencouraged
- Experiential learning methods : School internship program, Industrial exposure, field visit form an integral part of experiential learning. To sensitize the students towards environmental issues, tree plantation, nukkad natak are conducted. Hands on experience in ICT based skills, soft skills and other employability skills are provided to our

students more competent. Placement cellorganizes personality development classes, Mock interview, campus placement drive for establishing a fruitful experiences for our outgoing students.

- **Problem solving methodology:** It is implemented by assigning projects and case study that involves analytical and other higher order thinking.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.stvincentpallotticollege.org/eresources

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and communication technology (ICT) is used by our teachers to support, enhance, and optimize the delivery of information. Various ICT based learning tools and efficient technology have been used to bring effectiveness in teaching learning process.

We have been implementing following ICT practices in our institution to make teaching learning process effective.

- The college provides computers, 50 Mbps internet connectivity, campus Wi-Fi facility and other ICT facilities for effective teaching-learning.
- The college has developed smart classrooms facility for the effective knowledge delivery to the students where faculties use the ICT tools such as Digital Pen & Pad to make the online teaching more interactive.
- PPT's and video lectures of the teaching faculty of all the departments are also made available on college website.
- The college has developed smart classrooms facility for the effective knowledge delivery to the students.
- Important links of learning materials are provided in the college website.
- Whatsapp groups are created to keep both teachers as well as students active for strengthening the bond among them.

- **Online meets, google forms, google classrooms, online display of question paper and question banks are important feature of ICT based teaching -learning process.**

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

08

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

267

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has developed a transparent mechanism for internal assessment , ensuring robust in terms of frequency and mode.

Assessment of internal examination is conducted in the following form to thrive on the path of attaining its objectives for the holistic development of students.

- Unit test
- Assignment
- Project work
- Community activities
- Seminars
- Pre-University exams

Mechanism of internal assessment

- Academic calendar is prepared in line with affiliating university, and in consultation with heads of various departments, prior to the commencement of academic year and is displayed in website and notice board well in advance.
- Internal assessment is conducted progressively during the complete session and is designed efficiently to check and report the periodic performance of the student.
- Answer sheets are evaluated and the checked answer sheets are shown to the students and answers are discussed in the class.
- All records and data bank of students with reference to attendance of students in internal examination, question papers, valued answer sheets, summary of mark sheets is well maintained by the teachers for academic monitoring and audit.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1sOHSTbmKfv8viiOf3CuTcyeSen2kD_eD/view?usp=drive_link

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

The college has a well-organized grievances redressal mechanism that provides platform for harmonious Student - teacher relationship by bridging the communication gap and providing an environment for students where they can express their grievances freely.

To address all the issues related to examinations, followingmeasures are taken by the institution.

- The examination Cell ensures that the internal marks of the entire program are timely sent to university web portal. A copy of same are kept as a record for future reference.
- The examination cell plans entire examination process meticulously and conduct in a disciplined manner. The whole process is monitored and supervised by the Principal

and Vice- Principal of the institution.

- Clarifications and grievances related to marks obtained in the internal exam is taken care by the respective subject teachers.
- Retests are held for the students who could not appear in the internal exam due to some genuine reason.
- Although the final exams are conducted by the affiliated university, the institution ensures that the grievances related to the university examination is addressed swiftly and rectified by the examination in-charges in coordination with the office staff of the institution.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1UwsBTx4P3Oh2UM8-ceWfLf5wikfxmG8z/view?usp=drive_link

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

St.Vincent Pallotti college is a self – financed minority institution affiliated to Pt.Ravishankar Shukla university, Raipur (C.G), offering 9 programmes that are highly preferred by the students and are in accordance with societal demand. The IQAC with the help of departmental heads and other stakeholders has initiated few course outcomes that focuses on holistic development of students. Courses offered by the institution along with the Program outcomes , and course outcomes are displayed in college website and communicated to the students in their induction program and other stakeholders through the meetings conducted by the institution.

The program learning goals are developed based on the broad contours of the vision and mission of the college. It focuses on institution to be an academic Centre of Excellence and to create and foster a learning environment that enables participants to be leaders who are sensitive to the societal needs.

The program outcomes revolve around learning skills in the global context, developing critical and analytical thinking when faced with complex situations, providing solutions in the

context of different issues within an ethical framework, developing the ability to work effectively in teams and managing conflicts.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.stvincentpallotticollege.org/Image/Discipline.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution focuses on holistic development of students by providing various opportunities and learning experiences so that they become competent, skilled and sensitive individuals who can contribute towards building a strong Nation. The Departments of our institution assess our students continuously throughout the session with the help of well - planned assessment schedule that checks the progress of students in various domains.

Attainment of program outcomes and course outcomes are evaluated by the formal and informal mechanism based on internal assessment, University theory and practical examination and other areas of assessment. For improvement and progress of students, feedback is taken from all the stakeholders. Subsequently, the college implements following mechanism for evaluating learning outcomes:-

- The institute follows the Academic Calendar.
- All the subject teachers prepare Semester-Wise evaluation Reports.
- Internal examination committee analyzes evaluation reports of results.
- Institute considers feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee takes the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://drive.google.com/file/d/10UwPEtc9BJgAThuGL7HE_6j1YeSf1ypK/view?usp=drive_link

2.6.3 - Pass percentage of Students during the year

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

366

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://www.stvincentpallotticollege.org/Image/A2223.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.stvincentpallotticollege.org/Image/SFeedback.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

St. Vincent Pallotti College offers a range of activities

conducted at departmental and college level aimed at empowering students to turn their innovative ideas into viable businesses. The college encourages innovation through research by providing students with opportunities to engage in research projects across various disciplines. Faculty members mentor students in conducting research, experimenting with new ideas, and pushing the boundaries of knowledge. This hands-on research experience not only fosters innovation but also prepares students for careers in academia and industry.

The college fosters a supportive and inclusive culture that encourages experimentation, risk-taking, and creativity. Faculty and staff provide mentorship, guidance, and support to students as they navigate their innovative endeavors. Moreover, the college celebrates and showcases student innovations through events, exhibitions, and competitions, fostering a sense of pride and accomplishment among the campus community.

Innovation is one of the main focus areas in college's mission, and its innovative ecosystem provides students with the tools, resources, and support they need to thrive as innovators and change-makers. As the college continues to evolve, its commitment to fostering innovation remains unwavering, ensuring that future generations of students continue to push the boundaries of knowledge and creativity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1EWmZQmHDaeAxXpSlYxBWoXfdz6tIJ-mK/view?usp=drive_link

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

07

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

03

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

30

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

That sounds like a great initiative Engaging students in extension activities targeted at Communities in the neighborhood helps foster a sense of social responsibility and Community involvement. All these activities are undertaken through various teaching departments, different Committees, NCC and NSS unit of the college. Extension programs of the College Sensitizes Students on Social issues beside rendering Services to the Society.

The Extension Committee organizes Blood donation camps, Swachh Bharat Abiyan, Aids awareness program, NCC Day, equality programs to create awareness among students. Moreover by organizing diverse programmes, the college tries sensitize students and society at large on critical contemporary issues like discriminations, climate change and health.

The various department of the college are conscious of their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like Hariyar Pallotti , Har Ghar Tiranga, Vaccination Drive, Swacchhata, Orientation Programme, World Heart Day, Health Awareness Programme, Blood Donation Camp, NCC Day Celebration, Self Defense Training, Stress Management, Weapon Training, Punit Sagar, International Women's Day Celebration

All these activities building strong connections between students and their communities can lead to various benefits including increased engagement, support networks and a sense of

belonging.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/15Vf8amGj7GRvNmToOAvJZ6K6s62VEVN0/view?usp=drive_link
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

04

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1194

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

02

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructure

• Adequate teaching resources are available in the college comprising classrooms with projectors, smart classrooms. It helps in the enhancement of learning experiences of the students. The faculty avail the digital sources also in teaching through presentations, PPTs and various Medias.

• The sole attraction of the institution is its campus spread over 4.25 acres with lush green atmosphere.

• The primary concerns of the institution like -water filters, fire extinguishers, parking zones both for the students and the staff are well maintained.

• Security and safety measures are taken care of by Security guards.

Surveillance cameras are also installed at the required spots.

• Canteen on the first floor of circular building provides the

hygienic food items.

- **Hostel accommodation is well maintained.**

- **First aid facility is well kept for health services.**

- **Cleanliness and hygienic maintenance is the utmost concern of the entire institution.**

CLASSROOMS

- **Well-furnished and ventilated 23 class rooms and laboratories, 70 computers with Wi-Fi facility and technological devices are well maintained.**

LABORATORIES

- **Experience laboratory, psychology laboratory, pedagogy lab, Management lab as well as two computer labs, serve the purpose of experimental teaching.**

COMPUTING EQUIPMENT

- **Our infrastructure comprises Wi-Fi facility, 70 computers well maintained printers, Scanners and laptop**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/19-YyNae8 vLhpPjBWd03b0xfAlvxfmHaI/view?usp=drive_l ink

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

The necessary facilities and support to participate in the inter-university and inter-collegiate level competitions in sports and

cultural events. An open air stage is available for all the cultural events in the college.

Cultural Activities:

All socio-cultural activities including National & Religious festivals like Holi, Diwali, and Christmas are celebrated. Every year, Annual Function- the most attractive and popular event is also organized. Departmental activities are organized by every department on every Saturdays.

Sports:

Annual Sports is organized every year. Courts for Basketball, Volley ball, Handball, Throw ball and a 200 meter track are available to conduct the matches. Institutional teams have proved their excellence in various Inter and Intra-Institutional, University and National level competitions.

Gymnasium:

The college has gymnasium facility. Health awareness through regular exercise is sought by the 10 equipments of gymnasium made available in collaboration of Municipal Corporation, Raipur.

NCC& NSS

Regular participation of NCC and NSS in many camps and social works in the interest of the society is amongst the passionate activities of the college.

YOGA:

Diploma in yoga is one of the courses provided in our college. The World Yoga Day is celebrated every year. Students gather in the Yoga Centre on every Saturdays.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1lCnmj1fusM27uPoD05tVCOf-dNWv5QXF/view?usp=drive_link

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

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/c4/4.1.3%20ICT%20Facilities.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

40.97

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The Library of St. Vincent Pallotti College is situated in the circular building on the second floor. The third floor is occupied by the stock of books which is well maintained and well equipped with study resources and seating capacity of 100 students.

- According to the procedure the proper approval of the concerned authority is taken to procure the books, journals or

magazines.

• Library Software SOUL 2.0 is fully automated and installed in 2020.Data entry is available in English along with useful Reports, Circulation, Member List, Title List, Book Searching System viz., Author, Title, and Publication & subject for making it easy to use. The Library comprises INFLIBNET, online journals & books, Reference section, Accession Register, Attendance Register as well as supportive WI-FI facility. All the books have been classified with the Dewey Decimal Classification System.

• Suggestion box as well as Display board is placed to serve the purpose.

• The other essential features of the library are Cameras, fire extinguishers, photocopy machines, Gate entry monitoring system for the students, book bank facility & books reserving facility.

• The complete library information to the new students is provided by conducting Library Orientation program.

Library activities include Update your knowledge & Open forum. The students take keen interest in participating and they are also motivated by getting rewarded.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.stvincentpallotticollege.org/ Image/c4/4.2.1%20Library%20Automation.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

216845

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

81

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

• **IT facilities including Wi-Fi are upgraded frequently as per the needs and requirement in the college.**

• **Two well-equipped computer laboratories are available. Availability of 70 computers connected to the internet facility**

with 70 internet switches and optical fiber connectivity is made. 8 Wi-Fi hotspots with extender are provided to cover the wireless range throughout the college.

• IT and related needs of the campus such as software development, hardware and networking, website designing and posting email solution, SMS solution, etc., is taken care of by the formation of a separate team with in-house staff .

• The Wi-Fi connectivity with the speed of 600 MBPS is provided each by BSNL, Airtel Pvt. Ltd. and Smart link to the entire campus building including the hostel.

• The systems are completely protected through NP antivirus. The enforcement of High security measures, spam and antivirus, Net-protector Total, Quick Heal filtering manages the network infrastructure.

• All the departments are provided with desktops.

• Biometric machines, Printers, Photocopy machine, CCTV cameras and scanner are available.

• The track of the books and journals is kept by a Library Management Software. UPS backup facility is provided to all the computers in the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/c4/4.3.1%20IT%20Facilities%20(1).pdf

4.3.2 - Number of Computers

58

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5261397

File Description	Documents
Upload any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The responsibility for provisioning and maintaining infrastructure is supervised by the Director and shared by the different authorities of the institution. Any complaint regarding infrastructure maintenance is dealt by the Director. The systems and procedures for maintaining and utilizing facilities have been established by the infrastructure policy of the college.

Proper supervision and maintenance of the building and surroundings is taken care of by the intervention of management of the institution.

The outsource persons are called time to time for updating the

lab apparatus. Departmental Laboratories are taken care of by lab-assistants and their own workforce.

Self-sufficient library is installed with the library management software, keeping track of the books and journals.

Facilities include water, medical, parking, security CCTV, biometric and photocopy machines updated from time to time, fire extinguishers, gymnasium, comfort zones, sprinklers for garden etc. The gardener and the supporting staff look after the watering and trimming of the plants.

There is a facility of Ramp & comfort rooms for Divyangjan students. The other key features of the college are guest rooms and Bank Facility.

Canteen Committee supervises for the hygienic function of the Canteen which remains open during the working hours of the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/13_UDkylvsPvyhjxnU0syh1rMaUXKxt3e/view?usp=drive_link

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

169

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

74

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.stvincentpallotticollege.org/Image/AG23513.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

30

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

63

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

06

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

143

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

At our institute, we recognize students as key players in shaping our shared future. We actively seek their support and ideas, fostering a spirit of collaboration and belonging. This translates into tangible initiatives that build pride and empower students to contribute meaningfully.

- **Empowering Voices: The Student Council**

Each year, a vibrant Student Council is formed, guided by university regulations. Led by a General Secretary and joint secretary, it includes representatives from all streams. This council serves as a platform for students to express their concerns and suggestions. Students of the council also take active part in different committees and programs.

- **Beyond Academics: Nurturing Well-Rounded Individuals**

Our institute provides opportunities for students to excel beyond academics. The thriving NCC and Sports facilities witness enthusiastic participation in inter-college, inter-university, annual sports events and cultural and educational trips and sessions. This fosters teamwork, discipline, and a healthy competitive spirit which stimulates their motivation towards contributing to the better society.

- ○ **Giving Back to Society: Responsible Leaders**

Students actively engage in social awareness and charity initiatives. From organizing blood donation camps to participating in marathons for worthy causes, they demonstrate a commitment to their communities and social responsibility.

File Description	Documents
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/AG23532.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our Institution has a vibrant Alumni Association, officially registered under the Government of Chhattisgarh Societies Registrations Act by the registration number 122202242213. This dedicated group of former students plays a crucial role in supporting the Institution's mission and contributing to its success.

Through active involvement in guidance and counselling activities, the Alumni Association bridges the gap between academic knowledge and industry needs. They also offer valuable financial assistance to deserving and needy students through the "Alumni Scholarship" program, established in memory of beloved family members. This scholarship serves as a source of motivation and inspiration for recipients.

Furthermore, the Association hosts annual "Alumni Talks" where former students share insights on contemporary challenges and opportunities in the professional landscape. These sessions equip current students with valuable knowledge and practical skills, preparing them for immediate success upon graduation.

Beyond these initiatives, the Alumni Association actively facilitates career and entrepreneurial opportunities through active participation in the 'On-Campus Placement programs' to engage the final semester students in the employment positions. It is thus the Alumni Association successfully support the graduating students, ensuring their smooth transition into the workforce and contributing to the Institution's overall

reputation for excellence.

File Description	Documents
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/AG23541.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

GOVERNANCE, LEADERSHIP, and MANAGEMENT are reflective of and in tune with the vision and mission of the college.

The College's Vision and Mission uphold the paramount objective of theInstitutional governance. For the accomplishment of the vision-mission, a holistic approach is adopted in the curriculum of the college.

The Strategic Plan is drafted while keeping these foundational principles in mind. The rules and regulations of PRS University, Higher Education, UGC are duly followed.The structure of authority is hierarchical with the Governing Body, The Director and thePrincipal and Vice Principal at the apex. The decision-making process is federal and

collective in nature. Teacher representation in bodies like the college council, IQAC andvarious committees ensures the sharing

of responsibility and cohesive functioning.

The Staff facilitates sincere participation with the Principal on academic matters.

Further delegation and decentralization is seen in the functioning of Head of theDepartments and teachers who plans and executes the departmental curricular and co-curricular activities. For the outstanding academic achievements of the students, high-quality teaching-learning through innovative methods is emphasized.

For the fulfillment of national, social, research and collaborative aspect of the mission,college organizes extension and community activities-thereby contributing towards holistic education.

File Description	Documents
Paste link for additional information	https://www.stvincentpallotticollege.org/Mission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative management is one of the habitual characteristic of the institution. It is well visible in the coordination of all the stakeholders and in the functioning of the Institution. Different committees, responsible for various work, are formed at the beginning of the session.

Case Study-

The IQAC members proposed to host a 2-day NAAC sponsored National Seminar on "NEP 2020: Multidisciplinary Education & Holistic Development – A Quality Initiative' on November 18 and 19 ,2022. The goal of the seminar was to give an overview of new NEP and develop a deep insight into NEP-2020. The speakers shared their perspectives, experiences, and valuable information

on the topic.

Smooth conduction of the seminar needed a decentralized, wide and extensive plan of action. Topic of the seminar was decided upon by IQAC and Management with discussion with the college Research committee. A plan of action was created by the Research committee and college council members. For the successful accomplishment of the event, all the teachers were divided into different committees. The Technical committee was responsible for all the technical arrangements. Feedback committee was responsible for feedback collection and analysis for the future improvement etc.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1TZS-DVOS9dhfdTqqHWDCOImdbGBHUeau/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution develops its Strategic Plan to achieve a consistent and holistic development. One such activity is Scholar distribution.

The scholarship committee orchestrates a strategic and inclusive distribution of scholarships across five distinct categories, reflecting the institution's commitment to excellence and equity.

The committee meticulously evaluates academic achievements for merit-based scholarships, ensuring deserving students receive recognition for their scholarly endeavors. Co-curricular scholarships are awarded to individuals showing exceptional talents beyond the classroom, fostering a holistic approach to education.

Recognizing the importance of diversity, scholarships are allocated to support students from the Christian minority, affirming the college's dedication to inclusivity and representation. Additionally, scholarships for economically weaker sections address financial barriers, enabling access to education for deserving students irrespective of financial

constraints.

Moreover, alumni scholarships honor the college's rich heritage, encouraging the legacy of academic excellence within families associated with St. Vincent Pallotti College.

Through strategic deployment, the scholarship committee at St. Vincent Pallotti College ensures that scholarships are not merely distributed, but invested strategically to empower students across various dimensions, embodying the institution's ethos of excellence, diversity, and community engagement.

Other such plans accomplished are organizing seminar, collaborative ventures of MOU, arranging extensive activities etc.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1uoADdBN7m79p7EAev91rlmYVt7C_vF-W/view?usp=sharing
Upload any additional information	[View File](#)

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of St. Vincent Pallotti College illustrates the hierarchical structure and functional relationships within the institution, showcasing the distribution of roles and responsibilities across various departments and administrative units. The recruitment, appointment, service rules and institutional procedures of the College are governed by the ordinances and rules of UGC Department of Higher Education,Pt. Ravishankar Shukla University ,Raipur, and Vidya Protsahan Sangh.

The Governing Body and the Director are the highest decision making body of the college.

At the pinnacle of the organogram sits the Principal, who serves as the chief executive officer of the college, responsible for overall administration, academic leadership, and institutional development.

Departments within the college, such as Education, Management, Arts, Commerce, and others, form the academic backbone, each led by a Head of Department (HOD) responsible for curriculum development, faculty management, and academic quality assurance.

Supporting the academic structure are IQAC, the College Council, non-teaching staff and other members.

Faculty members, administrative staff, and support personnel constitute the broader workforce, contributing to the college's mission of providing quality education, student support, and institutional effectiveness.

The organogram of the College reflects a hierarchical yet interconnected framework designed to facilitate effective governance, academic excellence, and operational efficiency.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZWngAexSUclqmRSNoBBkURsRQ4AVVpHP/view?usp=sharing
Link to Organogram of the institution webpage	https://www.stvincentpallotticollege.org/Image/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has effective welfare plans for all the teaching and non- teaching staff.

Leave Benefits (As per University Rules)

- Casual Leave is provided to teaching and non-teaching staff both.
- Medical Leaves.
- Duty leaves to the teaching staff are provided to attend various Orientation/Refresher/Seminar/workshops/Training Programs etc.
- Female teaching and non-teaching staff can avail a Maternity Leave.
- Male staff can avail Paternity Leave.

Benefits Related to Finance

- GPF which allows Pension to employees.
- PF loan facilities can be availed.
- Faculties are rewarded with an extra increment after achieving UGC-NET or Ph.D.

Support Facilities

- Canteen for all.
- Proper Drinking Water facility.
- Preference to admission and fees concession is provided for staff's children in schools runs by the sister institutions.
- Free uniforms to class IV staff are provided.
- Soft skills training for non-teaching employees are provided.
- Non-teaching staff is encouraged and supported to pursue additional qualification.
- Gymnasium facilities for all.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1sWEnhL94 LRiTTP4G0hTmSptqjDM_mVVj/view?usp=sharing
Upload any additional information	View File

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

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

01

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

28

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal System for Teaching and non-teaching staff:

The College Council has developed a well-structured self-appraisal form for assessing the performance of the teaching and non-teaching staff. The form includes several factors relating to academic, cocurricular, and administrative ability. Performance of the Faculty is evaluated based on innovative teaching, participation in institutional work, teamwork, co-curricular, mentoring quality and involvement in publication work.

A Departmental Academic Audit is conducted by IQAC of College every year on the basis of their academic plans, teaching diaries, innovative and creative teaching practices, their participation in co-curricular activities.

Additionally, active participation in extracurricular activities and administrative duties demonstrates dedication beyond the classroom, fostering a holistic educational environment. Moreover, publications in academic journals or contributions to educational literature show scholarly endeavors and contribute to the academic reputation of the institution.

Similarly, non-teaching staff are evaluated on their involvement in various college activities, supporting academic and administrative functions. Some of the characteristics considered for evaluation are office etiquette, prudence, politeness, presence of mind, managing a given critical situation, behavior with students and visitors and the ability to carry out a task independently. Their contributions are acknowledged and appreciated.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-gK7jLd81LsTFeN8HziyYXFxByITr9Jk/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

As the College runs self-financing graduate and post graduate courses, Financial audit is done through external auditor who is

appointed by our parent organization Vidya Protsahan Sangh. The process of external audit of all financial transactions is done by the external Auditor, Md. Arif & Co (C.A.), on regular basis. This provides a thorough report to the Director for upcoming planning and tracking. Higher authorities of the Pallottine Father's group or trust from other areas of their designated province conduct internal financial audits. All necessary steps are taken during the internal audit to reconcile unit-wise balances with control accounts and bank reconciliations, regularize the accounts, obtain confirmations for credit balances, gather documentary evidence regarding payments, and comply with T.D.S.

A copy of the external audit report encompassing every aspect of account maintenance is kept. When the audit team points out minor mistakes, omissions, they are instantly rectified and preventative measures are taken to prevent future occurrences. The Accountant of the college extends all possible cooperation to the auditor for the smooth running of the audit.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1eLUMZOsI-QmryIsBaAG6MeYhqhd6UKpn/view?usp=sharing
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

nil

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

In collaboration with the Departments, the Director, and the Governing Body, the college's accounts department creates a yearly budget estimate. The governing body's approval is required for significant expenses.

(I)Mobilization of funds. - under a number of heads including ·

- **Fee in the form of maintenance from the direct stakeholders, namely students.**
- **Sale of the prospectus to the students. ·**
- **Hostel fees.**

(II)Funds are allocated under a number of heads , including ·

General Fund and Provident Fund.

· Capital Fund,

· Endowment Fund,

· Social Welfare Fund, and

· Scholarship Fund

(III) Utilization of Funds: This is done under various heads, such as

· Recurring Expenses.

· Infrastructure costs: furniture, equipment, books, and computer expenditures. · Student Welfare—scholarships for co curricular, academic, and EWC participants. Fees are collected in order to pay, staff salaries, bank interest, PF, ESIC,

scholarships, CCTV, and biometrics, meetings and seminars.

The budgeted amount for research is used to support co-curricular initiatives for faculty development and other activities.

Through the yearly planned budget, the institute successfully implements the biowaste management policy to keep the compost pit, garden, and medicinal plant corner.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/18p5X06OX 38TK1EWrOHXn21WnTLOOqMGA/view?usp=sharing
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has raised quality consciousness among stakeholders and institutionalized several of its initiatives.

1. Organizing National Level Seminars/FDP and Special Lectures related to various topics for both teaching and Non-teaching staff is performed as a compulsory practice.

2. Participation in Grading frameworks

Participation in regular submission of AQAR, Submission of AISHE, and Performance Index of affiliated University has been a regular practice.

3. Regular conduct of Audits and feedback -

Timely conduct of Academic audit, Environment, Green and Energy Audits. Timely filling up of Feedback Forms by students, faculty, nonteaching staff, parents, and Alumni and their analysis.

4. IQAC takes care of the requirements of the administrative staff to enhance their working environment on both a professional and emotional level.

5. Motivating for Innovative Teaching-Learning Process and its Monitoring

The Teachers are continuously encouraged to bring innovative teaching-learning process, use of modern technology in teaching, and induce spirit of research in students. Introducing online facilities in the library. Therefore, students and faculties can access many reputed national and international ejournals.

6. Institutionalized the 'Learning beyond the Classroom'-Guides to organize many activities beyond the classroom which enables students to learn and develop their Affective and Psychomotor domains.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pfZCC_49wa0Pu_J_OqIGufaNVaPzF6ZM/view?usp=sharing
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC reviews its teaching learning process in the following process-

a. Ensuring timely completion of syllabus as per teaching plans. Teachers' daily diaries are monitored periodically.

b. Ensuring that periodic review of students' performance is done by faculty through formative/summative assessment on continuous basis. Students with under-achievement of learning outcomes are identified.

c. Ensuring that Remedial classes are conducted to improve the achievement of intended learning outcomes and fill the gaps in the knowledge, understanding and application of concepts by

students.

d. Feedback mechanism –

1. Feedback is collected from students via monthly student-faculty meetings and feedback forms.
2. Feedback is collected from various stakeholders through online forms and analyzed.
3. Feedback so collected is analyzed and a Follow-up action plan is prepared for the rectification of grievances and future development of the institution.

e. Academic Audit-

Every Department undergoes Academic Audit by IQAC towards the end of the session. The IQAC provides the Departments with helpful comments based on the audit and suggests actions for improving internal quality.

f. Initiation of Programmes related to professional development for both Teaching and Non-Teaching staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1nilN-hwpISQ6mdGMVBA8CnmnYQLAtUeZ/view?usp=sharing
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1Avn-0yL4 mHxb8zVTq2TG19aVp-uDSxc3/view?usp=sharing
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Following are the facilities provided for promotion of gender equity

- **An orientation program conducted by the gender equity cell to promote understanding, awareness, and action around issues related to gender equity.**
- **A CCTV camera is a type of surveillance camera that is used for monitoring and recording video footage in college for safety purpose.**
- **College courses include subject like "Value education" and "Gender, School and Society" play a vital role in educating students and promoting positive social change towards gender equality.**
- **Girls' hostel in college contributes to creating a supportive, inclusive, and equitable campus environment that empowers female students to thrive academically, personally, and socially.**
- **Health awareness program are conducted that integrates gender equity principles, contribute to empowering girls and improving health outcomes.**
- **College celebrating International Women's Day as an opportunity to recognize the achievements, contributions, and struggles of women.**
- **Implementing a mentor-mentee system in college is a powerful tool for promoting gender equality and supporting the all round development of all students.**

- **The installation of a sanitary vending machine has a significant implication in supporting the health and well-being of students.**
- **35% and 50% of girl student are enrolled in NCC and NSS respectively which promotes gender equity.**

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1dYsmLmkVl3nG1T3wSP-bCRjGjs5q_ivb/view?usp=drive_link
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1fRPVzYYtnPyWHRnjYvjtBq81VTFMYY1C/view?usp=drive_link

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Preventive measures taken by the institution for proper management of disposal and recycle of the waste.

- **Solid waste management**

College collects solid bio-degradable and non-bio degradable waste in the separate dustbin and has a compost pit to converts all the biodegradable waste in nutritious manure. This practice helps in mitigating environmental degradation, conserving resources and build resilient towards more sustainable future.

- ○ **Liquid waste management**

Liquid waste generated in the college is disposed through the drainage system for safeguard public health and minimize environmental pollution.

- ○ **Biomedical waste management**

College does not run any course that would generate biomedical waste.

- ○ **E-waste management**

College has Implemented sustainable practices by setting E-waste corner which helps to minimize environmental pollution, conserve resources, and promote circular economy principles.

- ○ **Waste recycling system**

The institution has three vermin compost units that recycle the biodegradable waste generated by the college. By adopting this sustainable approach, recycling systems contribute to building more resilient, equitable, and sustainable communities.

- ○ **Hazardous chemicals and radioactive waste management**

Due to the hazardous effects of the radiation emitted by the telecom towers, it is cautious that no tower is mounted in the range of 500 meter of the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water

A. Any 4 or all of the above

harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

`B. Any 3 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

`St. Vincent Pallotti College provide efforts towards inclusive`
`environment through various activities as follows`

`   1.  Institutional scholarship plays a vital role in advancing`

knowledge, fostering intellectual exchange, enhancing the reputation and mission of academic institutions.

Scholarship in different categories

Top of Form

- University Merit position holder
- Christian Minority students
- Economically weak students
- Students whose father is not alive
- Outstanding performance in co-curricular area
- Alumni scholarship for special achievements.

1. Students are enrolled in the Department of Education on the bases of Pre-B.Ed Exam scores were 50% students are from SCERT counseling and 50% students are from Christian minority.

1. Deserving students get the fee concession from the college management on valid criteria.

1. College celebrates Hindi Diwas to promote linguistic diversity as it encourages students to learn and appreciate the Hindi language fostering an environment of linguistic harmony.

1. Activities like International Yoga Day, Constitution Day, Semi- Folk dance competition etc are organized for the students to Sensitization about the cultural, regional, linguistic, communal and socio-economic diversities of the state and the nation.

The institute is proactively taking efforts in providing an inclusive environment for better education, economic upliftment of the needy, and set communal harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	[View File](#)

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Major Initiative by the college regarding the constitutional obligations: values, rights, duties and responsibilities of citizens for student and employee are as follows

1. Constitution Day

Constitution Day is celebrated on 26th November to commemorate the adoption of India.

1. Celebration of National Days

Institute celebrates Republic Day and Independence day on January 26 and August 15 respectively.

1. Blood Donation

Institute organizes blood donation camp in association with Bilasa Blood Bank Raipur.

1. Vaccination Drive:

Covid vaccination drive for teachers and students were 85 teachers and 140 students participated in the drive.

1. Plantation Drive

Planting of sapling in the campus and also distribution of plant to student.

1. Cleanliness Drive

In association with 27 Battalion and Nagar Nigam our institute NCC cadet have participated in cleanliness drive

1. **NCC Day**

College celebrated NCC day on 26/11/22 with a goal to create a sense of civic responsibility and community service.

1. **Punit Sagar Abhiyan**

NCC cadets has participated in the mission of "Punit Sagar Abhiyan"

1. **Extension Activities**
2.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1Tcjwu51z2esKCI7mSZqk0n9oUELpzGrZ/view?usp=drive_link
Any other relevant information	https://drive.google.com/file/d/1kA4jqPZK-Im1sb_taL0Md5A3n2Q90vmH/view?usp=drive_link

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The detailed description of activities are as follows-

1. **Hindi Diwas Celebration**

Hindi Diwas was celebrated on 14th September activity like Poster making competition was organized in the college.

1. **National Youth Day Slogan Writing**

The college organized slogan competition on the occasion of National Youth Day.

1. **Women's Day Celebration**

International Women's day was celebrated in the college on 8th March by the Women Cell.

1. **Teacher's Day Celebration**

College celebrates Teachers Day every year on 5th September, to honor and encourage the faculty.

1. **Constitution Day**

College also celebrate Constitution Day to mark the anniversary of the adoption of the constitution by the constituent assemble on November 26, 1949.

1. **Stress Management**

Stress management activity was organized by the college aiming for the mental wellbeing of the Faculty and the students.

1. Blood Donation Camp

Institute organizes blood donation camp in association with Bilasa Blood Bank Raipur

1. Covid Vaccination Drive

Institute has organized Covid vaccination drive for teachers and students were 85 teachers and 140 students participated.

1. 9. World Heart Day

College celebrates this day by organizing events to raise awareness about the heart disease and its preventive measures to manage the cardiovascular disease.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of The practice:

Institutional Scholarship

Objective of The practice:

To remove financial barrier for the learners and develop the potential in academic and non academic dimensions

The Context

The college support students for financial assistance and in

making higher education more accessible and affordable.

The Practice

- Scholarship is distributed under 5 criteria

Name of the Category

Range Of Amount

Maximum Number of candidates

Merit

3000-5000

19

Economically Weak Class

3000-5000

20

Christians Minority

3000-5000

20

Co-curricular Activities

3000-5000

20

Alumni Scholarship

5000

5

Evidence of Success

84 students benefitted and Rs. 296500.00 was the total amount

distributed.

Problems Encountered and Resources Required

College Management is the major source of financial support.

Title of the Practice:

Learning beyond the Classroom

Objectives of the Practice

To encourage holistic development, critical thinking, practical application, skill development, diverse perspectives, and personal growth.

The Context

Providing student with challenging, exciting and different experiences to help them learn and use of places other than the school for teaching and learning.

The Practice

Activities like community service, field based learning, professional skills and Interdisciplinary approach is practiced.

Evidence of Success

Students achievements and enhanced placements

Problems encountered and resources required

Effective implementation of activities.

File Description	Documents
Best practices in the Institutional website	https://www.stvincentpallotticollege.org/Image/AG2372.pdf
Any other relevant information	https://drive.google.com/file/d/1LpjfUnr7IHGCV9w4IdCWtAMiExXy-acq/view?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of St. Vincent Pallotti College lies in the exceptional academic experience which offers students various curricular, co-curricular and extra-curricular platforms.

Swachhata Abhiyan :Program was organised by the NCC in association with Municipal Corporation on 17/9/2022.

Punit Sagar Program was organised by NCC Cadet on12/2/2023.In Association with Green Army College organised "Hariyar Pallotti" on 27/7/2022.

NCC DayCommanding Officer Colonel Ashwin Sinha of 27 CG NCC Battalion was the Chief Guest of the NCC Day program celebrated on 28/11/2022.

Blood Donation Camp

Institute organizes camp in association with Bilasa Blood Bank Raipur on 15/10/2022.

COVID Vaccination Drive

85 Teachers and 140 Students participated indrive on 20/8/2022.

World Heart Day

In association with MMI Narayan Hospital, Raipur World Heart Day was celebrated on 25/9/2022.

Health Awareness Program

In association with Rajshree Mahila Swasthya Samuh program was organised by Women cell on 15/10/ 2022.

Self Defense Training Workshop

Gender Equity Cell in coordination with Guest Trainer Mr. Lokesh Sharma organised workshop on 29/11/ 2022.

Self Stress Management

Clinical Psychologists Mrs. Leena Singh and Mrs. Mamta Giri Goswami address the program on 3/12/2022.

Weapon Training

Weapon Training Workshop for NCC Cadet was organised by 27 CG Battalion Raipur on 12/2/2023.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- The college follows curriculum set by affiliating University. Academic processes are streamlined with timetables. Top priority is always given for systematic implementation of the prescribed curriculum. Every faculty member has to maintain Daily Dairy, where faculties maintain their daily teaching topics.
- Faculties regularly update their knowledge through active involvement in Research and Faculty Development Programs. They are part of curriculum review, assessment and evaluation committees at University level.
- Faculties take classes in blended classroom teaching. Institute has Smart-Class-Rooms for better ICT implementation. Students are provided sufficient study materials , with moderate time interval, Unit Tests are also conducted. Classroom teaching is supplemented various activities likeQuiz, Presentation by students, Group Discussion, Special Lectures, Educational-Tours and Industrial Visit for effective delivery of curriculum.
- College offers various certificate courses, to build bridges with the world of work.
- College has a strong tutorial and remedial classes system for slow-learners. Mentor-Mentee scheme is actively executed.
- The Institute enables the students to provide feedback on curricular issues, infrastructure and administrative matters. The implementation and adherence is continuously monitored by IQAC.
- The college endeavors to raise consciousness of our students about gender-based inequalities, environmental concerns in order to prepare them to participate in society as mindful individuals.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[https://www.stvincentpallotticollege.org/Image/Acad2223.pdf]()

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Each year, an academic calendar aligns with the University's schedule, outlining curricular, extra, and co-curricular activities. It is shared on the college website, notice boards, and via email to students. The compliance of Continuous Internal Evaluation (CIE) with this calendar is meticulously followed:

- **Classes and Lab Schedule: Timetables adhere to university guidelines, available online and on departmental notice boards.**
- **Internal Examinations: Unit tests and pre-university exams are scheduled per the calendar, with detailed schedules released beforehand. Exam sheets are promptly checked and returned to students.**
- **Question Paper Setting: Faculty prepares and department heads approves internal exam papers.**
- **Exam Sheet Evaluation: Answer sheets undergo cross-checking to ensure fairness.**
- **Assignments and Quizzes: Alongside tests, assignments and quizzes are part of CIE, with solutions submitted by students.**
- **University Exams: Tentative dates for these exams are in the calendar, finalized schedules posted on notice boards.**
- **Student Feedback: Anonymous feedback is collected through online forms.**
- **Academic Monitoring: Heads of Departments maintain monthly reports on course coverage, attendance, and assignments, organizing remedial classes for struggling students. This comprehensive approach ensures effective adherence to the academic calendar while enhancing the learning experience.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.stvincentpallotticollege.org/Events

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

38

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

11

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

504

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

- St. Vincent Pallotti College integrates essential crosscutting issues such as Professional-Ethics, Gender, Human-Values, Environment, and Sustainability into its curriculum, following guidelines provided by affiliating University.
- The University mandates certain subjects, ensuring students engage with these critical topics.
- Gender sensitization activities are organized, emphasizing women's rights and equality, fostering discussions, presentations, and seminars enhance awareness and dignity.
- The college focuses on environmental education through compulsory environmental studies and practical activities like tree planting and water conservation.

Moreover, the curriculum emphasizes Human Values and Professional Ethics, in various programs.

- Activities like Hindi-Diwas and Constitution-Day celebrations enrich students' understanding of national values, while courses like Business Ethics and Professional Values equip them with ethical decision-making skills.
- There are certain specialized cells and committees, such as the women's-cell, special-day celebration committee, charity-cell, cultural committee that takes continuous efforts to improve ethics, environmental awareness, and human values among students and staff.
- The college's NCC unit works tirelessly to instill moral, disciplinary, patriotic, and ethical ideals among its pupils. The women's cell plans unique events like girl-specific self-defense classes and orientation programs.
- Overall, college prioritizes holistic education by embedding these vital issues throughout its curriculum, preparing students to become socially responsible and ethically aware individuals.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

32

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

512

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/file/d/13ah8Cy vvJDfEm7MkA9I8CLYCTFYcpJuc/view
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/file/d/13ah8Cy vvJDfEm7MkA9I8CLYCTFYcpJuc/view

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1137

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

50

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The main aim of our institution is to identify the learners in each class basedon measurable criteria set by various departments as slow and advancedlearners. Required steps are taken to facilitate the learning process ofidentified students.

Identification of slow learners.

1. Analysis of Academic performances in their internal assessment and university examination.
2. Interest, attentiveness and grasping power in class.
3. Regularity in class
4. Identification of any physical/ personal /psychological issues related to slow learners.

Programs for slow learners.

1. Remedial session.
2. Encouraging classroom participation.
3. Opportunities in various activities.
4. Providing additional online learning materials.
5. Extended Library use and providing extra books.

Identification of advance learners.

1. Analysis of academic performance and their achievements in various areas.
2. Proactive behavior in various scholastic and co-scholastic activities.
3. Analytical/problem solving / creative skills of the learners.

Program for advance Learners.

1. Allocating assignments/projects that require higher order thinking skills.
2. Encouraging participation in various activities at university/state/ National level.
3. Motivating and guiding them in research area, seminar, workshop, quiz etc.
4. Participation in peer tutoring.
5. Institutional scholarship provided for their achievements in various areas.
6. Extended library time and extra Books.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZSdM3tR1608JInhKMedkXTbX3hwQ_fFo/view?usp=drive_link
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1137	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Marching towards NEP 2020, our institution has set goals to encourage our students to explore, experience, and empower, by providing profound learning experiences for the divergent students. To enhance learning experiences of students, opportunities are provided to students to participate and represent in various committees like Cultural committee, literary committee, sports committee, library committee , and placement committee.

Following methodologies are employed:

- **Participatory learning methods : Seminar, Role play, Presentations are planned aligning with the learning outcomes of the institution. To strengthen the social responsibility, participation in NSS camp, Blood donation camp, Village camp, visit to special school, conduction of Nukkad natak etc. areencouraged**
- **Experiential learning methods : School internship program, Industrial exposure, field visit form an integral part of experiential learning. To sensitize the students towards environmental issues, tree plantation, nukkad natak are conducted. Hands on experience in ICT based skills, soft skills and other employability skills are provided to our students more competent. Placement cellorganizes personality development classes, Mock interview, campus placement drive for establishing a fruitful experiences for our outgoing students.**
- **Problem solving methodology: It is implemented by assigning projects and case study that involves analytical and other higher order thinking.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.stvincentpallotticollege.org/eresources

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and communication technology (ICT) is used by our teachers to support, enhance, and optimize the delivery of information. Various ICT based learning tools and efficient technology have been used to bring effectiveness in teaching learning process.

We have been implementing following ICT practices in our institution to make teaching learning process effective.

- **The college provides computers, 50 Mbps internet connectivity, campus Wi-Fi facility and other ICT facilities for effective teaching-learning.**

- **The college has developed smart classrooms facility for the effective knowledge delivery to the students where faculties use the ICT tools such as Digital Pen & Pad to make the online teaching more interactive.**
- **PPT's and video lectures of the teaching faculty of all the departments are also made available on college website.**
- **The college has developed smart classrooms facility for the effective knowledge delivery to the students.**
- **Important links of learning materials are provided in the college website.**
- **Whatsapp groups are created to keep both teachers as well as students active for strengthening the bond among them.**
- **Online meets, google forms, google classrooms, online display of question paper and question banks are important feature of ICT based teaching –learning process.**

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

08

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

267

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency

and mode. Write description within 200 words.

The college has developed a transparent mechanism for internal assessment , ensuring robust in terms of frequency and mode.

Assessment of internal examination is conducted in the following form to thrive on the path of attaining its objectives for the holistic development of students.

- Unit test
- Assignment
- Project work
- Community activities
- Seminars
- Pre-University exams

Mechanism of internal assessment

- Academic calendar is prepared in line with affiliating university, and in consultation with heads of various departments, prior to the commencement of academic year and is displayed in website and notice board well in advance.
- Internal assessment is conducted progressively during the complete session and is designed efficiently to check and report the periodic performance of the student.
- Answer sheets are evaluated and the checked answer sheets are shown to the students and answers are discussed in the class.
- All records and data bank of students with reference to attendance of students in internal examination, question papers, valued answer sheets, summary of mark sheets is well maintained by the teachers for academic monitoring and audit.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/1sOHSTbmKfv8viiOf3CuTcyeSen2kD_eD/view?usp=drive_link

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-

bound and efficient

The college has a well-organized grievances redressal mechanism that provides platform for harmonious Student - teacher relationship by bridging the communication gap and providing an environment for students where they can express their grievances freely.

To address all the issues related to examinations, followingmeasures are taken by the institution.

- The examination Cell ensures that the internal marks of the entire program are timely sent to university web portal. A copy of same are kept as a record for future reference.
- The examination cell plans entire examination process meticulously and conduct in a disciplined manner. The whole process is monitored and supervised by the Principal and Vice- Principal of the institution.
- Clarifications and grievances related to marks obtained in the internal exam is taken care by the respective subject teachers.
- Retests are held for the students who could not appear in the internal exam due to some genuine reason.
- Although the final exams are conducted by the affiliated university, the institution ensures that the grievances related to the university examination is addressed swiftly and rectified by the examination in-charges in coordination with the office staff of the institution.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1UwsBTx4P3Oh2UM8-ceWfLf5wikfxmG8z/view?usp=drive_link

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

St.Vincent Pallotti college is a self – financed minority institution affiliated to Pt.Ravishankar Shukla university, Raipur (C.G), offering 9 programmes that are highly preferred

by the students and are in accordance with societal demand. The IQAC with the help of departmental heads and other stakeholders has initiated few course outcomes that focuses on holistic development of students. Courses offered by the institution along with the Program outcomes , and course outcomes are displayed in college website and communicated to the students in their induction program and other stakeholders through the meetings conducted by the institution.

The program learning goals are developed based on the broad contours of the vision and mission of the college. It focuses on institution to be an academic Centre of Excellence and to create and foster a learning environment that enables participants to be leaders who are sensitive to the societal needs.

The program outcomes revolve around learning skills in the global context, developing critical and analytical thinking when faced with complex situations, providing solutions in the context of different issues within an ethical framework, developing the ability to work effectively in teams and managing conflicts.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.stvincentpallotticollege.org/Image/Discipline.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution focuses on holistic development of students by providing various opportunities and learning experiences so that they become competent, skilled and sensitive individuals who can contribute towards building a strong Nation. The Departments of our institution assess our students continuously throughout the session with the help of well - planned assessment schedule that checks the progress of students in various domains.

Attainment of program outcomes and course outcomes are evaluated by the formal and informal mechanism based on internal assessment, University theory and practical examination and other areas of assessment. For improvement and progress of students, feedback is taken from all the stakeholders. Subsequently, the college implements following mechanism for evaluating learning outcomes:-

- The institute follows the Academic Calendar.
- All the subject teachers prepare Semester-Wise evaluation Reports.
- Internal examination committee analyzes evaluation reports of results.
- Institute considers feedback from the Stakeholders for the attainment of PO, PSO and CO.
- Placement committee takes the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://drive.google.com/file/d/1OUwPEtc9BJgAThuGL7HE_6j1YeSf1ypK/view?usp=drive_link

2.6.3 - Pass percentage of Students during the year

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

366

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.stvincentpallotticollege.org/Image/A2223.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.stvincentpallotticollege.org/Image/SFeedback.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

St. Vincent Pallotti College offers a range of activities conducted at departmental and college level aimed at empowering students to turn their innovative ideas into viable businesses. The college encourages innovation through research by providing students with opportunities to engage in research projects across various disciplines. Faculty members mentor students in conducting research, experimenting with new ideas, and pushing the boundaries of knowledge. This hands-on research experience not only fosters innovation but also prepares students for careers in academia and industry.

The college fosters a supportive and inclusive culture that encourages experimentation, risk-taking, and creativity. Faculty and staff provide mentorship, guidance, and support to students as they navigate their innovative endeavors. Moreover, the college celebrates and showcases student innovations through events, exhibitions, and competitions, fostering a sense of pride and accomplishment among the campus community.

Innovation is one of the main focus areas in college's mission, and its innovative ecosystem provides students with the tools, resources, and support they need to thrive as innovators and change-makers. As the college continues to evolve, its commitment to fostering innovation remains unwavering, ensuring that future generations of students continue to push the boundaries of knowledge and creativity.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1EWmZQmHDaeAxXpSlYxBWoXfdz6tIJ-mK/view?usp=drive_link

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

07

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during

the year

`03`

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

`30`

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

That sounds like a great initiative Engaging students in extension activities targeted at Communities in the neighborhood helps foster a sense of social responsibility and Community involvement. All these activities are undertaken through various teaching departments, different Committees, NCC and NSS unit of the college. Extension programs of the College Sensitizes Students on Social issues beside rendering Services to the Society.

The Extension Committee organizes Blood donation camps, Swachh Bharat Abiyan, Aids awareness program, NCC Day, equality programs to create awareness among students. Moreover by organizing diverse programmes, the college tries sensitize students and society at large on critical

contemporary issues like discriminations, climate change and health.

The various department of the college are conscious of their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like Hariyar Pallotti , Har Ghar Tiranga, Vaccination Drive, Swacchhata, Orientation Programme, World Heart Day, Health Awareness Programme, Blood Donation Camp, NCC Day Celebration, Self Defense Training, Stress Management, Weapon Training, Punit Sagar, International Women's Day Celebration

All these activities building strong connections between students and their communities can lead to various benefits including increased engagement, support networks and a sense of belonging.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/15Vf8am Gj7GRvNmToOAvJZ6K6s62VEVN0/view?usp=dri ve_link
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

04

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

14

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1194

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

02

File Description	Documents
e-copies of related Document	*View File*
Any additional information	*View File*
Details of Collaborative activities with institutions/industries for research, Faculty	*View File*

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	*View File*
Any additional information	*View File*
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	*View File*

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

Infrastructure

• **Adequate teaching resources are available in the college comprising classrooms with projectors, smart classrooms. It helps in the enhancement of learning experiences of the students. The faculty avail the digital sources also in teaching through presentations, PPTs and various Medias.**

• The sole attraction of the institution is its campus spread over 4.25 acres with lush green atmosphere.

• The primary concerns of the institution like -water filters, fire extinguishers, parking zones both for the students and the staff are well maintained.

• Security and safety measures are taken care of by Security guards.

Surveillance cameras are also installed at the required spots.

• Canteen on the first floor of circular building provides the hygienic food items.

• Hostel accommodation is well maintained.

• First aid facility is well kept for health services.

• Cleanliness and hygienic maintenance is the utmost concern of the entire institution.

CLASSROOMS

• Well-furnished and ventilated 23 class rooms and laboratories, 70 computers with Wi-Fi facility and technological devices are well maintained.

LABORATORIES

• Experience laboratory, psychology laboratory, pedagogy lab, Management lab as well as two computer labs, serve the purpose of experimental teaching.

COMPUTING EQUIPMENT

• Our infrastructure comprises Wi-Fi facility, 70 computers well maintained printers, Scanners and laptop

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/19-YyNae8vLhpPjBWd03b0xfAlvxfmHaI/view?usp=drive_link

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

The necessary facilities and support to participate in the inter-university and inter-collegiate level competitions in sports and cultural events. An open air stage is available for all the cultural events in the college.

Cultural Activities:

All socio-cultural activities including National & Religious festivals like Holi, Diwali, and Christmas are celebrated. Every year, Annual Function- the most attractive and popular event is also organized. Departmental activities are organized by every department on every Saturdays.

Sports:

Annual Sports is organized every year. Courts for Basketball, Volley ball, Handball, Throw ball and a 200 meter track are available to conduct the matches. Institutional teams have proved their excellence in various Inter and Intra-Institutional, University and National level competitions.

Gymnasium:

The college has gymnasium facility. Health awareness through regular exercise is sought by the 10 equipments of gymnasium made available in collaboration of Municipal Corporation, Raipur.

NCC& NSS

Regular participation of NCC and NSS in many camps and social works in the interest of the society is amongst the passionate activities of the college.

YOGA:

Diploma in yoga is one of the courses provided in our college. The World Yoga Day is celebrated every year. Students gather in the Yoga Centre on every Saturdays.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://drive.google.com/file/d/1lCnmj1fusM27uPoD05tVCOf-dNWv5QXF/view?usp=drive_link](#)

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

24

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://www.stvincentpallotticollege.org/Image/c4/4.1.3%20ICT%20Facilities.pdf](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

40.97

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The Library of St. Vincent Pallotti College is situated in the circular building on the second floor. The third floor is occupied by the stock of books which is well maintained and well equipped with study resources and seating capacity of 100 students.

• According to the procedure the proper approval of the concerned authority is taken to procure the books, journals or magazines.

• Library Software SOUL 2.0 is fully automated and installed in 2020.Data entry is available in English along with useful Reports, Circulation, Member List, Title List, Book Searching System viz., Author, Title, and Publication & subject for making it easy to use. The Library comprises INFLIBNET, online journals & books, Reference section, Accession Register, Attendance Register as well as supportive WI-FI facility. All the books have been classified with the Dewey Decimal Classification System.

• Suggestion box as well as Display board is placed to serve the purpose.

• The other essential features of the library are Cameras, fire extinguishers, photocopy machines, Gate entry monitoring system for the students, book bank facility & books reserving facility.

• The complete library information to the new students is provided by conducting Library Orientation program.

Library activities include Update your knowledge & Open forum. The students take keen interest in participating and they are also motivated by getting rewarded.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://www.stvincentpallotticollege.org/Image/c4/4.2.1%20Library%20Automation.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

216845

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

81

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

• IT facilities including Wi-Fi are upgraded frequently as per the needs and requirement in the college.

• Two well-equipped computer laboratories are available. Availability of 70 computers connected to the internet facility with 70 internet switches and optical fiber connectivity is made. 8 Wi-Fi hotspots with extender are provided to cover the wireless range throughout the college.

• IT and related needs of the campus such as software development, hardware and networking, website designing and posting email solution, SMS solution, etc., is taken care of by the formation of a separate team with in-house staff .

• The Wi-Fi connectivity with the speed of 600 MBPS is provided each by BSNL, Airtel Pvt. Ltd. and Smart link to the entire campus building including the hostel.

• The systems are completely protected through NP antivirus. The enforcement of High security measures, spam and antivirus, Net-protector Total, Quick Heal filtering manages the network infrastructure.

• All the departments are provided with desktops.

• Biometric machines, Printers, Photocopy machine, CCTV cameras and scanner are available.

• The track of the books and journals is kept by a Library Management Software. UPS backup facility is provided to all

the computers in the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/c4/4.3.1%20IT%20Facilities%20(1).pdf

4.3.2 - Number of Computers

58

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5261397

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The responsibility for provisioning and maintaining infrastructure is supervised by the Director and shared by the different authorities of the institution. Any complaint regarding infrastructure maintenance is dealt by the Director. The systems and procedures for maintaining and utilizing facilities have been established by the infrastructure policy of the college.

Proper supervision and maintenance of the building and surroundings is taken care of by the intervention of management of the institution.

The outsource persons are called time to time for updating the lab apparatus. Departmental Laboratories are taken care of by lab-assistants and their own workforce.

Self-sufficient library is installed with the library management software, keeping track of the books and journals.

Facilities include water, medical, parking, security CCTV, biometric and photocopy machines updated from time to time, fire extinguishers, gymnasium, comfort zones, sprinklers for garden etc. The gardener and the supporting staff look after the watering and trimming of the plants.

There is a facility of Ramp & comfort rooms for Divyangjan students. The other key features of the college are guest rooms and Bank Facility.

Canteen Committee supervises for the hygienic function of the

Canteen which remains open during the working hours of the college.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://drive.google.com/file/d/13_UDky lvsPvyhjxnU0syh1rMaUXKxt3e/view?usp=dri ve_link</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

169

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

74

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.stvincentpallotticollege.org/Image/AG23513.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

511

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

30

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

63

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

06

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

143

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

At our institute, we recognize students as key players in shaping our shared future. We actively seek their support and ideas, fostering a spirit of collaboration and belonging. This translates into tangible initiatives that build pride and empower students to contribute meaningfully.

- Empowering Voices: The Student Council

Each year, a vibrant Student Council is formed, guided by university regulations. Led by a General Secretary and joint secretary, it includes representatives from all streams. This council serves as a platform for students to express their concerns and suggestions. Students of the council also take active part in different committees and programs.

- Beyond Academics: Nurturing Well-Rounded Individuals

Our institute provides opportunities for students to excel beyond academics. The thriving NCC and Sports facilities witness enthusiastic participation in inter-college, inter-university, annual sports events and cultural and educational trips and sessions. This fosters teamwork, discipline, and a healthy competitive spirit which stimulates their motivation towards contributing to the better society.

- o **Giving Back to Society: Responsible Leaders**

Students actively engage in social awareness and charity initiatives. From organizing blood donation camps to participating in marathons for worthy causes, they demonstrate a commitment to their communities and social responsibility.

File Description	Documents
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/AG23532.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Our Institution has a vibrant Alumni Association, officially registered under the Government of Chhattisgarh Societies Registrations Act by the registration number 122202242213. This dedicated group of former students plays a crucial role in supporting the Institution's mission and contributing to its success.

Through active involvement in guidance and counselling activities, the Alumni Association bridges the gap between academic knowledge and industry needs. They also offer valuable financial assistance to deserving and needy students through the "Alumni Scholarship" program, established in memory of beloved family members. This scholarship serves as a source of motivation and inspiration for recipients.

Furthermore, the Association hosts annual "Alumni Talks" where former students share insights on contemporary challenges and opportunities in the professional landscape. These sessions equip current students with valuable knowledge and practical skills, preparing them for immediate success upon graduation.

Beyond these initiatives, the Alumni Association actively facilitates career and entrepreneurial opportunities through active participation in the 'On-Campus Placement programs' to engage the final semester students in the employment positions. It is thus the Alumni Association successfully support the graduating students, ensuring their smooth transition into the workforce and contributing to the Institution's overall reputation for excellence.

File Description	Documents
Paste link for additional information	https://www.stvincentpallotticollege.org/Image/AG23541.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

GOVERNANCE, LEADERSHIP, and MANAGEMENT are reflective of and in tune with the vision and mission of the college.

The College's Vision and Mission uphold the paramount objective of theInstitutional governance. For the accomplishment of the vision-mission, a holistic approach is adopted in the curriculum of the college.

The Strategic Plan is drafted while keeping these foundational principles in mind. The rules and regulations of PRS University, Higher Education, UGC are duly followed.The structure of authority is hierarchical with the Governing Body, The Director and thePrincipal and Vice Principal at the apex. The decision-making process is federal and

collective in nature. Teacher representation in bodies like the college council, IQAC andvarious committees ensures the sharing of responsibility and cohesive functioning.

The Staff facilitates sincere participation with the Principal on academic matters.

Further delegation and decentralization is seen in the functioning of Head of theDepartments and teachers who plans and executes the departmental curricular and co-curricular activities. For the outstanding academic achievements of the students, high-quality teaching-learning through innovative methods is emphasized.

For the fulfillment of national, social, research and collaborative aspect of the mission,college organizes extension and community activities-thereby contributing

towards holistic education.

File Description	Documents
Paste link for additional information	https://www.stvincentpallotticollege.org/Mission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative management is one of the habitual characteristic of the institution. It is well visible in the coordination of all the stakeholders and in the functioning of the Institution. Different committees, responsible for various work, are formed at the beginning of the session.

Case Study-

The IQAC members proposed to host a 2-day NAAC sponsored National Seminar on "NEP 2020: Multidisciplinary Education & Holistic Development – A Quality Initiative' on November 18 and 19 ,2022. The goal of the seminar was to give an overview of new NEP and develop a deep insight into NEP-2020. The speakers shared their perspectives, experiences, and valuable information on the topic.

Smooth conduction of the seminar needed a decentralized, wide and extensive plan of action. Topic of the seminar was decided upon by IQAC and Management with discussion with the college Research committee. A plan of action was created by the Research committee and college council members. For the successful accomplishment of the event, all the teachers were divided into different committees. The Technical committee was responsible for all the technical arrangements. Feedback committee was responsible for feedback collection and analysis for the future improvement etc.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1TZS-DVOS9dhfdTqqHWDCOImdbGBHUeau/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution develops its Strategic Plan to achieve a consistent and holistic development. One such activity is Scholar distribution.

The scholarship committee orchestrates a strategic and inclusive distribution of scholarships across five distinct categories, reflecting the institution's commitment to excellence and equity.

The committee meticulously evaluates academic achievements for merit-based scholarships, ensuring deserving students receive recognition for their scholarly endeavors. Co-curricular scholarships are awarded to individuals showing exceptional talents beyond the classroom, fostering a holistic approach to education.

Recognizing the importance of diversity, scholarships are allocated to support students from the Christian minority, affirming the college's dedication to inclusivity and representation. Additionally, scholarships for economically weaker sections address financial barriers, enabling access to education for deserving students irrespective of financial constraints.

Moreover, alumni scholarships honor the college's rich heritage, encouraging the legacy of academic excellence within families associated with St. Vincent Pallotti College.

Through strategic deployment, the scholarship committee at St. Vincent Pallotti College ensures that scholarships are not merely distributed, but invested strategically to empower students across various dimensions, embodying the institution's ethos of excellence, diversity, and community

engagement.

Other such plans accomplished are organizing seminar, collaborative ventures of MOU, arranging extensive activities etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1uoADdB N7m79p7EAev91rlmYVt7C_vF- W/view?usp=sharing
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of St. Vincent Pallotti College illustrates the hierarchical structure and functional relationships within the institution, showcasing the distribution of roles and responsibilities across various departments and administrative units. The recruitment, appointment, service rules and institutional procedures of the College are governed by the ordinances and rules of UGC Department of Higher Education,Pt. Ravishankar Shukla University ,Raipur, and Vidya Protsahan Sangh.

The Governing Body and the Director are the highest decision making body of the college.

At the pinnacle of the organogram sits the Principal, who serves as the chief executive officer of the college, responsible for overall administration, academic leadership, and institutional development.

Departments within the college, such as Education, Management, Arts, Commerce, and others, form the academic backbone, each led by a Head of Department (HOD) responsible for curriculum development, faculty management, and academic quality assurance.

Supporting the academic structure are IQAC, the College

Council, non-teaching staff and other members.

Faculty members, administrative staff, and support personnel constitute the broader workforce, contributing to the college's mission of providing quality education, student support, and institutional effectiveness.

The organogram of the College reflects a hierarchical yet interconnected framework designed to facilitate effective governance, academic excellence, and operational efficiency.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZWngAexSUclqmRSNoBBkURsRQ4AVVpHP/view?usp=sharing
Link to Organogram of the institution webpage	https://www.stvincentpallotticollege.org/Image/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The college has effective welfare plans for all the teaching and non- teaching staff.

Leave Benefits (As per University Rules)

- Casual Leave is provided to teaching and non-teaching staff both.
- Medical Leaves.
- Duty leaves to the teaching staff are provided to attend various Orientation/Refresher/Seminar/workshops/Training Programs etc.
- Female teaching and non-teaching staff can avail a Maternity Leave.
- Male staff can avail Paternity Leave.

Benefits Related to Finance

- GPF which allows Pension to employees.
- PF loan facilities can be availed.
- Faculties are rewarded with an extra increment after achieving UGC-NET or Ph.D.

Support Facilities

- Canteen for all.
- Proper Drinking Water facility.
- Preference to admission and fees concession is provided for staff's children in schools runs by the sister institutions.
- Free uniforms to class IV staff are provided.
- Soft skills training for non-teaching employees are provided.
- Non-teaching staff is encouraged and supported to pursue additional qualification.
- Gymnasium facilities for all.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1sWEnhL94LRiTTP4G0hTmSptqjDM_mVVj/view?usp=sharing
Upload any additional information	View File

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

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

01

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

28

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal System for Teaching and non-teaching staff:

The College Council has developed a well-structured self-appraisal form for assessing the performance of the teaching and non-teaching staff. The form includes several factors relating to academic, cocurricular, and administrative ability. Performance of the Faculty is evaluated based on innovative teaching, participation in institutional work, teamwork, co-curricular, mentoring quality and involvement in publication work.

A Departmental Academic Audit is conducted by IQAC of College every year on the basis of their academic plans, teaching diaries, innovative and creative teaching practices, their participation in co-curricular activities.

Additionally, active participation in extracurricular activities and administrative duties demonstrates dedication beyond the classroom, fostering a holistic educational environment. Moreover, publications in academic journals or contributions to educational literature show scholarly endeavors and contribute to the academic reputation of the institution.

Similarly, non-teaching staff are evaluated on their involvement in various college activities, supporting academic and administrative functions. Some of the characteristics considered for evaluation are office etiquette, prudence, politeness, presence of mind, managing a given critical situation, behavior with students and visitors and the ability to carry out a task independently. Their contributions are acknowledged and appreciated.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1-gK7jLd81LsTFeN8HziyYXFxByITr9Jk/view?usp=sharing
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

As the College runs self-financing graduate and post graduate courses, Financial audit is done through external auditor who is appointed by our parent organization Vidya Protsahan Sangh. The process of external audit of all financial transactions is done by the external Auditor, Md. Arif & Co (C.A.), on regular basis. This provides a thorough report to the Director for upcoming planning and tracking. Higher authorities of the Pallottine Father's group or trust from other areas of their designated province conduct internal financial audits. All necessary steps are taken during the internal audit to reconcile unit-wise balances with control accounts and bank reconciliations, regularize the accounts, obtain confirmations for credit balances, gather documentary evidence regarding payments, and comply with T.D.S.

A copy of the external audit report encompassing every aspect of account maintenance is kept. When the audit team points out minor mistakes, omissions, they are instantly rectified and preventative measures are taken to prevent future occurrences. The Accountant of the college extends all possible cooperation to the auditor for the smooth running of the audit.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1eLUMZOsI-QmryIsBaAG6MeYhqhd6UKpn/view?usp=sharing
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

nil

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

In collaboration with the Departments, the Director, and the Governing Body, the college's accounts department creates a yearly budget estimate. The governing body's approval is required for significant expenses.

(I)Mobilization of funds. - under a number of heads including .

- **Fee in the form of maintenance from the direct stakeholders, namely students.**
- **Sale of the prospectus to the students. ·**
- **Hostel fees.**

(II)Funds are allocated under a number of heads , including ·

General Fund and Provident Fund.

· Capital Fund,

· Endowment Fund,

· Social Welfare Fund, and

· Scholarship Fund

(III) Utilization of Funds: This is done under various heads, such as

· Recurring Expenses.

· Infrastructure costs: furniture, equipment, books, and

computer expenditures. · Student Welfare—scholarships for co curricular, academic, and EWC participants. Fees are collected in order to pay, staff salaries, bank interest, PF, ESIC, scholarships, CCTV, and biometrics, meetings and seminars.

The budgeted amount for research is used to support co-curricular initiatives for faculty development and other activities.

Through the yearly planned budget, the institute successfully implements the biowaste management policy to keep the compost pit, garden, and medicinal plant corner.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/18p5X06OX38TK1EWrOHXn21WnTLOOqMGA/view?usp=sharing
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has raised quality consciousness among stakeholders and institutionalized several of its initiatives.

1. Organizing National Level Seminars/FDP and Special Lectures related to various topics for both teaching and Non-teaching staff is performed as a compulsory practice.

2. Participation in Grading frameworks

Participation in regular submission of AQAR, Submission of AISHE, and Performance Index of affiliated University has been a regular practice.

3. Regular conduct of Audits and feedback -

Timely conduct of Academic audit, Environment, Green and Energy Audits. Timely filling up of Feedback Forms by students, faculty, nonteaching staff, parents, and Alumni and their analysis.

4. IQAC takes care of the requirements of the administrative staff to enhance their working environment on both a professional and emotional level.

5. Motivating for Innovative Teaching-Learning Process and its Monitoring

The Teachers are continuously encouraged to bring innovative teaching-learning process, use of modern technology in teaching, and induce spirit of research in students. Introducing online facilities in the library. Therefore, students and faculties can access many reputed national and international ejournals.

6. Institutionalized the 'Learning beyond the Classroom'-Guides to organize many activities beyond the classroom which enables students to learn and develop their Affective and Psychomotor domains.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1pfZCC_49wa0Pu_J_OqIGufaNVaPzF6ZM/view?usp=sharing
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC reviews its teaching learning process in the following process-

a. Ensuring timely completion of syllabus as per teaching plans. Teachers' daily diaries are monitored periodically.

b. Ensuring that periodic review of students' performance is done by faculty through formative/summative assessment on continuous basis. Students with under-achievement of learning outcomes are identified.

c. Ensuring that Remedial classes are conducted to improve the achievement of intended learning outcomes and fill the gaps in the knowledge, understanding and application of concepts by students.

d. Feedback mechanism –

1. Feedback is collected from students via monthly student-faculty meetings and feedback forms.
2. Feedback is collected from various stakeholders through online forms and analyzed.
3. Feedback so collected is analyzed and a Follow-up action plan is prepared for the rectification of grievances and future development of the institution.

e. Academic Audit-

Every Department undergoes Academic Audit by IQAC towards the end of the session. The IQAC provides the Departments with helpful comments based on the audit and suggests actions for improving internal quality.

f. Initiation of Programmes related to professional development for both Teaching and Non-Teaching staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1nilN-hwpISQ6mdGMVBA8CnmnYQLAtUeZ/view?usp=sharing
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s)	B. Any 3 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	https://drive.google.com/file/d/1Avn-0yL4mHxb8zVTq2TG19aVp-uDSxc3/view?usp=sharing
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Following are the facilities provided for promotion of gender equity

- An orientation program conducted by the gender equity cell to promote understanding, awareness, and action around issues related to gender equity.
- A CCTV camera is a type of surveillance camera that is used for monitoring and recording video footage in college for safety purpose.
- College courses include subject like "Value education" and "Gender, School and Society" play a vital role in educating students and promoting positive social change towards gender equality.
- Girls' hostel in college contributes to creating a supportive, inclusive, and equitable campus environment that empowers female students to thrive academically, personally, and socially.
- Health awareness program are conducted that integrates gender equity principles, contribute to empowering

- girls and improving health outcomes.
- College celebrating International Women's Day as an opportunity to recognize the achievements, contributions, and struggles of women.
- Implementing a mentor-mentee system in college is a powerful tool for promoting gender equality and supporting the all round development of all students.

- The installation of a sanitary vending machine has a significant implication in supporting the health and well-being of students.
- 35% and 50% of girl student are enrolled in NCC and NSS respectively which promotes gender equity.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1dYsmLmkVl3nGlT3wSP-bCRjGjs5q_ivb/view?usp=drive_link
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1fRPVzYYtnPyWHRnjYvjtBq81VTFMYY1C/view?usp=drive_link

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Preventive measures taken by the institution for proper management of disposal and recycle of the waste.

- Solid waste management

College collects solid bio-degradable and non-bio degradable waste in the separate dustbin and has a compost pit to converts all the biodegradable waste in nutritious manure. This practice helps in mitigating environmental degradation, conserving resources and build resilient towards more sustainable future.

- Liquid waste management

Liquid waste generated in the college is disposed through the drainage system for safeguard public health and minimize environmental pollution.

- Biomedical waste management

College does not run any course that would generate biomedical waste.

- E-waste management

College has Implemented sustainable practices by setting E-waste corner which helps to minimize environmental pollution, conserve resources, and promote circular economy principles.

- Waste recycling system

The institution has three vermin compost units that recycle the biodegradable waste generated by the college. By adopting this sustainable approach, recycling systems contribute to building more resilient, equitable, and sustainable communities.

- Hazardous chemicals and radioactive waste management

Due to the hazardous effects of the radiation emitted by the

telecom towers, it is cautious that no tower is mounted in the range of 500 meter of the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft	B. Any 3 of the above

copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

St. Vincent Pallotti College provide efforts towards inclusive environment through various activities as follows

1. Institutional scholarship plays a vital role in advancing knowledge, fostering intellectual exchange, enhancing the reputation and mission of academic institutions.

Scholarship in different categories

Top of Form

- University Merit position holder
- Christian Minority students
- Economically weak students
- Students whose father is not alive
- Outstanding performance in co-curricular area
- Alumni scholarship for special achievements.

1. Students are enrolled in the Department of Education on the bases of Pre-B.Ed Exam scores were 50% students are from SCERT counseling and 50% students are from Christian minority.

1. **Deserving students get the fee concession from the college management on valid criteria.**

1. **College celebrates Hindi Diwas to promote linguistic diversity as it encourages students to learn and appreciate the Hindi language fostering an environment of linguistic harmony.**

1. **Activities like International Yoga Day, Constitution Day, Semi- Folk dance competition etc are organized for the students to Sensitization about the cultural, regional, linguistic, communal and socio-economic diversities of the state and the nation.**

The institute is proactively taking efforts in providing an inclusive environment for better education, economic upliftment of the needy, and set communal harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Major Initiative by the college regarding the constitutional obligations: values, rights, duties and responsibilities of citizens for student and employee are as follows

1. **Constitution Day**

Constitution Day is celebrated on 26th November to commemorate the adoption of India.

1. **Celebration of National Days**

Institute celebrates Republic Day and Independence day on January 26 and August 15 respectively.

1. **Blood Donation**

Institute organizes blood donation camp in association with Bilasa Blood Bank Raipur.

1. **Vaccination Drive:**

Covid vaccination drive for teachers and students were 85 teachers and 140 students participated in the drive.

1. **Plantation Drive**

Planting of sapling in the campus and also distribution of plant to student.

1. **Cleanliness Drive**

In association with 27 Battalion and Nagar Nigam our institute NCC cadet have participated in cleanliness drive

1. **NCC Day**

College celebrated NCC day on 26/11/22 with a goal to create a sense of civic responsibility and community service.

1. **Punit Sagar Abhiyan**

NCC cadets has participated in the mission of "Punit Sagar Abhiyan"

1. **Extension Activities**
2.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1Tcjwu51z2esKCI7mSZqk0n9oUELpzGrZ/view?usp=drive_link
Any other relevant information	https://drive.google.com/file/d/1kA4jqPZK-Im1sb_taL0Md5A3n2Q90vmH/view?usp=drive_link

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The detailed description of activities are as follows-

   1. Hindi Diwas Celebration

Hindi Diwas was celebrated on 14th September activity like Poster making competition was organized in the college.

   1. National Youth Day Slogan Writing

The college organized slogan competition on the occasion of National Youth Day.

   1. Women's Day Celebration

International Women's day was celebrated in the college on

8th March by the Women Cell.

1. Teacher's Day Celebration

College celebrates Teachers Day every year on 5th September, to honor and encourage the faculty.

1. Constitution Day

College also celebrate Constitution Day to mark the anniversary of the adoption of the constitution by the constituent assemble on November 26, 1949.

1. Stress Management

Stress management activity was organized by the college aiming for the mental wellbeing of the Faculty and the students.

1. Blood Donation Camp

Institute organizes blood donation camp in association with Bilasa Blood Bank Raipur

1. Covid Vaccination Drive

Institute has organized Covid vaccination drive for teachers and students were 85 teachers and 140 students participated.

1. 9. World Heart Day

College celebrates this day by organizing events to raise awareness about the heart disease and its preventive measures to manage the cardiovascular disease.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices
7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of The practice:

Institutional Scholarship

Objective of The practice:

To remove financial barrier for the learners and develop the potential in academic and non academic dimensions

The Context

The college support students for financial assistance and in making higher education more accessible and affordable.

The Practice

- **Scholarship is distributed under 5 criteria**

Name of the Category

Range Of Amount

Maximum Number of candidates

Merit

3000-5000

19

Economically Weak Class

3000-5000

20

Christians Minority

3000-5000

20

Co-curricular Activities

3000-5000

20

Alumni Scholarship

5000

5

Evidence of Success

84 students benefitted and Rs. 296500.00 was the total amount distributed.

Problems Encountered and Resources Required

College Management is the major source of financial support.

Title of the Practice:

Learning beyond the Classroom

Objectives of the Practice

To encourage holistic development, critical thinking, practical application, skill development, diverse perspectives, and personal growth.

The Context

Providing student with challenging, exciting and different experiences to help them learn and use of places other than the school for teaching and learning.

The Practice

Activities like community service, field based learning, professional skills and Interdisciplinary approach is practiced.

Evidence of Success

Students achievements and enhanced placements

Problems encountered and resources required

Effective implementation of activities.

File Description	Documents
Best practices in the Institutional website	https://www.stvincentpallotticollege.org/Image/AG2372.pdf
Any other relevant information	https://drive.google.com/file/d/1LpjfUnr7IHGCV9w4IdCWtAMiExXy-acq/view?usp=sharing

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The distinctiveness of St. Vincent Pallotti College lies in the exceptional academic experience which offers students various curricular, co-curricular and extra-curricular platforms.

Swachhata Abhiyan :Program was organised by the NCC in association with Municipal Corporation on 17/9/2022.

Punit Sagar Program was organised by NCC Cadet on12/2/2023.In Association with Green Army College organised "Hariyar Pallotti" on 27/7/2022.

NCC DayCommanding Officer Colonel Ashwin Sinha of 27 CG NCC Battalion was the Chief Guest of the NCC Day program celebrated on 28/11/2022.

Blood Donation Camp

Institute organizes camp in association with Bilasa Blood Bank Raipur on 15/10/2022.

COVID Vaccination Drive

85 Teachers and 140 Students participated indrive on 20/8/2022.

World Heart Day

In association with MMI Narayan Hospital, Raipur World Heart Day was celebrated on 25/9/2022.

Health Awareness Program

In association with Rajshree Mahila Swasthya Samuh program was organised by Women cell on 15/10/ 2022.

Self Defense Training Workshop

Gender Equity Cell in coordination with Guest Trainer Mr. Lokesh Sharma organised workshop on 29/11/ 2022.

Self Stress Management

Clinical Psychologists Mrs. Leena Singh and Mrs. Mamta Giri Goswami address the program on 3/12/2022.

Weapon Training

Weapon Training Workshop for NCC Cadet was organised by 27 CG Battalion Raipur on 12/2/2023.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The College proposes various plans for the next academic year as follows:

• To provide an environment that promotes the overall growth of students, instructors, and support personnel.

• To enable instructors and students to continually improve

their technological literacy and proficiency.

• To justify the social responsibility of the institution by providing formal and informal education, disseminating information, and planning events and programmes for the community and other stakeholders.

• To raise consciousness and start taking action to protect and promote the environment.

• To review the system of internal evaluation and device further innovative techniques that helps in effective execution of the curriculum.

• To promote interdisciplinary research among teachers and students in order to foster and support a research culture.

• To introduce additional courses and certificate programs that are skill-based and job-oriented.

• To give more momentum to campus placement drive in all the departments.

• To identify the student's talent in sports and extracurricular pursuits and avail opportunities to unleash their capacities.

• To facilitate the differently abled students with accessible website, screen-reading software, mechanized equipment and soft copies of reading material so as to bring inclusiveness.