



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	ST. VINCENT PALLOTTI COLLEGE, THE VIDHYA PROTSAHAN SANGH.
Name of the head of the Institution	Dr. Kuldeep Dubey
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07712283334
Mobile no.	9826515377
Registered Email	pallotti.college@gmail.com
Alternate Email	kuldeep.dubey05@gmail.com
Address	St. Vincent Pallotti College, Lodhipara, Kapa
City/Town	Raipur
State/UT	Chhattisgarh
Pincode	492004

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Urban</b>
Financial Status	<b>private</b>
Name of the IQAC co-ordinator/Director	<b>Mrs. Pooja Rathi</b>
Phone no/Alternate Phone no.	<b>07712283334</b>
Mobile no.	<b>9039293094</b>
Registered Email	<b>pallotti.college@gmail.com</b>
Alternate Email	<b>rathipooja.08@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.stvincentpallotticollege.org/Image/346.pdf">http://www.stvincentpallotticollege.org/Image/346.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.stvincentpallotticollege.org/Image/ACAD1920.pdf">http://www.stvincentpallotticollege.org/Image/ACAD1920.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>C</b>	<b>00</b>	<b>2003</b>	<b>21-Mar-2003</b>	<b>20-Mar-2008</b>
<b>2</b>	<b>B</b>	<b>2.31</b>	<b>2015</b>	<b>03-Mar-2015</b>	<b>03-Mar-2020</b>

<b>6. Date of Establishment of IQAC</b>	<b>16-Nov-2013</b>
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Regular meetings of IQAC	20-Jul-2018 1	11
Regular meetings of IQAC	01-Sep-2018 1	11
Regular meetings of IQAC	10-Nov-2018 1	11
Regular meetings of IQAC	16-Jan-2019 1	12
Submission of AQAR to NAAC	17-Jan-2019 1	1000
Received 12(B) from UGC	08-Mar-2019 1	1000
Best College Award	01-May-2019 1	1000
Academic Audit of all Departments	01-Mar-2019 3	50
Feedback from students	15-Jan-2019 10	1000

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>No Data Entered/Not Applicable!!!</b>				
<b>No Files Uploaded !!!</b>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1. Permanent Affiliation to Commerce - St. Vincent Pallotti College has got permanent affiliation from Pt. Ravishankar Shukla University for the programs B.Com, M.Com. and Education. 2. Construction of Gymnasium - Open Gymnasium is constructed in the college's free zone in coordination with Raipur Municipal Corporation. 3. Two Days National Seminar : A National Seminar was organized on 24th and 25th November, 2018 on "Innovative Education: A Pathway to Sustainable Development of the Society". The papers presented in the seminar were published in the UGC approved journal IJREAM 4. Placement Drive: Organized a Placement Drive for the students of Education department where more than 10 schools conducted campus drive and around 20 students got recruited. 5. Distribution of Scholarship to the students: College has 4 different categories for the scholarship and students are selected as per the criteria specified. 158 students were benefited.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
To sustain the running Trophy of "Best College" award received for two consecutive years, 2016 17 and 2017 18, for next academic year with extra efforts in maintaining the quality	Once again awarded with "BEST COLLEGE" Trophy by Pt. Ravishankar Shukla University, Raipur for session 2018 19, on the basis of Performance Index.
Once again awarded with "BEST COLLEGE" Trophy by Pt. Ravishankar Shukla University, Raipur for session 2018-19, on the basis of Performance Index.	College has applied for Research Centre in Commerce to Pt. Ravishankar Shukla University and has recognised as Research Centre for Commerce
To organize a National level Seminar	Two days National level Seminar was organised on "Innovative Education: A Pathway to Sustainable Development of the Society"
To introduce new programs	Two new programs were introduced in the college viz, Bachelor of Physical Education and PG diploma in Yoga
To offer scholarships/fees concession to the needy/deserving candidates	Special scholarship programs are executed by the college management, on the recommendation of IQAC, for sports person, needy, minority and meritorious students. Total 158 students were benefited by this scheme.
Faculty Development Program	For quality enhancement of teachers, a FDP was organized by IQAC on "Continual Professional Development"
Social commitments	Charity programs
Health awareness drive	Participated in Walkthon on World Heart Day, organised health check up camp
Women Empowerment	Self defence program, Orientation program for Girls

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Governing Body of St. Vincent Pallotti College

01-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

11-Feb-2019

17. Does the Institution have Management Information System ?

Yes

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

Partial Management Information Systems is operative in the college. The MIS pervades the following areas of institutional activities:

- Maintenance of students data in the computer system
- SMS gateway to send important notifications to different stakeholders of the college.
- Upgradation of the college website on regular basis.
- Communication of important information to general public through website and conventional notices.
- Information system for fees payment, admissions and other student related transactions
- Library management system
- Updating important events on college Facebook Page.
- Sending messages to students through bulk SMS system.
- Providing all the assignments, notes, question banks, glossary and econtents in the form of soft copy
- Communication and Mentoring through whatsapp groups for every individual class

Part B

**CRITERION I – CURRICULAR ASPECTS**

1.1 – Curriculum Planning and Implementation

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

Mechanisms for effective delivery of curriculum : a) At the beginning of an academic session, departmental meetings are held in every department in which the subjects and topics of the syllabus are distributed to the teachers after discussion with them. Number of classes for each topic is decided according to the syllabus. b) Department wise well constructed weekly Routine/Schedule/ time table is prepared by HODs for each year /semester for both UG and PG classes. c) Teachers prepare their lectures according to the syllabus allotted and classes available. d) Classes are held according to the schedule under the supervision of college administration. e) We have a rich library with sufficient books of all the branches and many departments have their Departmental libraries too for the benefit of the students. f) Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as • Chalk and Blackboard method • ICT-enabled teaching-learning method. • Use of web and different sites in teaching learning. • Use of models and charts for effective lecture delivery. • Distribution of class notes, glossary, question banks by teachers. • Group discussion amongst the students during the class. • Micro-teaching and seminars by students related to curriculum. • Proper and adequate instrumentation facility is given to the students for their practical classes. • Need based programs, field/project works and educational visits are carried by the departments. • Project work, dissertations are conducted for fulfilment of their degrees. • Seminars and special talks by experts are also arranged regularly for advance studies. • Co-curricular and literary activities for knowledge enhancement. • Regular class test, Pre-university examinations, unitwise evaluation, regular assessment in practical classes, viva-voce, are done to keep track on the improvement of the students. • Remedial and tutorial classes are also conducted based on requirement. • Departments maintain the detailed record of the classes, assessments, project reports etc. • College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BPES	Bachelor of Physical Education	26/06/2018
PG Diploma	PG Diploma in Yoga	26/06/2018
PGDCA	Seats Enhancement	26/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
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No Data Entered/Not Applicable !!!

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

Certificate

Diploma Course

No Data Entered/Not Applicable !!!

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Spoken English and Personality Development	27/02/2019	192
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
PGDCA	Computer Projects	33
BBA	Management Projects	26
MCom	Commerce Projects	20
BCA	Computer Projects	21
BEEd	School Internship	100
<a href="#">View File</a>		

### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The institution has a clearly set and defined mechanism of obtaining the feedback from the students to improve the performance and quality of the institutional provisions. The advisory committee collects feedback regarding learning processes. Students' feedback is filled by both UG and PG Students twice a year. Feedback is received on varied aspects of the college including teaching/learning, infrastructure, office, canteen, laboratory, library, administration and academics. The points are calculated according to the grades given by the students in various criteria. The grades are given as excellent, very good, good, satisfactory and (where A5, B4, C3, D2, E1). The Average and percentage of various criteria are calculated. The strength and weaknesses mentioned by the students are summarized. Feedback is also collected from the parents during Parent Teacher Meetings (PTMs) that are organized by each and every department of the college. Suggestions and comments given by the guardians are also taken into account for future development. The different areas where improvements are required are discussed in respective committees/departments. The proposals given by the different committees and

departments are discussed in council meeting of the college for necessary action. Strengths of the college are also taken into consideration for further upgradation. The institution has a very clear and transparent way to monitor and evaluate the quality of various enrichment programmes. The feedback in the form of interactions, discussions and suggestions is analyzed by a specially constituted committee and a report is submitted to the Head of the Department. This committee meets with the higher authorities like the Principal and Administration Committee from time to time and amends the enrichment programmes to meet the set objectives.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	Education	100	120	100
BCA	Computer Science	30	22	22
PGDCA	Computer Science	50	34	34
BCom	Commerce	400	334	279
BBA	Management	60	97	53
MCom	Commerce	30	42	20
MA	English	20	9	9
PG Diploma	Yoga	30	20	20
BPES	Physical Education	30	5	5
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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	960	122	16	2	15

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
33	20	4	5	0	5

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

Yes. It is through AlterParenting (presently Mentor Mentee) system. The college has since last several years



practiced a system of mentoring called the AlterParenting system, whereby a tutor is provided to every ward to look after his/her academic and psychological wellbeing and also monitor class attendance and performance. The same system has now been restructured and named Mentor system. Under the Mentor system, the fulltime teachers of the college have been engaged as mentors of each class. Students of each class in the college are having a fulltime teacher as their mentor. The classes, where there are more students, have been assigned more than one mentor. At the beginning of the academic session, the classwise names of the mentors are displayed on the college website. The mentors are responsible for academic progress and psychological wellbeing of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required. At the beginning of the academic session, orientation program conducted for the mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating university. The mentors maintain the biographic details of each individual mentee including educational background and socioeconomic status. They also maintain record of their class attendance, classperformance and academic progress. The mentors use both formal and informal means of mentoring. The mentor system, apart from its formal part, also exists as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1082	33	1 : 33

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
40	33	7	7	6

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	603	Year	11/04/2019	14/06/2019
BEd	18	Semester	26/06/2019	21/08/2019
BCA	21	Year	10/05/2019	22/08/2019
PGDCA	5	Semester	27/06/2019	28/09/2019
MCom	46	Semester	12/07/2019	31/08/2019
MA	72	Semester	24/06/2019	08/08/2019
PG Diploma	18	Semester	24/06/2019	24/09/2019
BBA	2	Semester	20/06/2019	11/08/2019
BPES	10	Year	02/05/2019	06/07/2019

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

Evaluation is an important aspects of teaching learning process . The main aim of evaluation system is to have an insight on learning by student, assess methodologies and strategies adopted by teachers and also assessing the learning outcomes of particular course. Since there is shift from assessment of learning to assessment for learning the internal evaluation included performance based assessment . Following reforms were undertaken by the college for continuous internal evaluation. Scheme of internal evaluation is framed in every department depending on the assessment of learning outcome of course. The evaluation is continuous and comprehensive to check the overall development of students on regular basis. The internal evaluation includes class test , unit test , pre university examination . Students are also assessed on the basis of their participation on academic activities like aptitude test, quiz, debate, essay writing competition. Individual projects, group projects , seminar presentation , workshop are made compulsory for all students and is considered as important area of assessment. Department strictly deals with the assessment of internal examination . Retest is arranged for students who are absent in test due to some genuine reason. Periodic reports of assessment are communicated to students , guardians and administration. Remedial classes are arranged for the students with unsatisfactory performance. The heads of various department ensure that internal evaluation is conducted as prescribed by the university. The students are made aware of scheme of internal evaluation for different program . The schedule for internal examination is informed well ahead to the students . Assignment and projects are selected which involve some innovation and creativity in the particular subject area. Community based projects are also assigned to make the students sensitive to the problems and challenges for building value based community. There was reform in internal assessment in department of Education after the inclusion of two years B.Ed curriculum from 201516 session. 20 weightage is given to internal evaluation which includes test, assignments , students presentation and attendance. Each department maintains record of progress of students.

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

Our institution prepare its own academic calendar. The academic calendar containing plans for Curricular and Cocurricular activities based on the available working/teaching days as per university norms. At the beginning of the academic year, students are instructed about the academic calendar relevant to the internal examinations conducted in the college. The Academic calendar contains the relevant information regarding the teachinglearning schedule, various activities, tentative dates of Unit Test, internal examinations, seminars, Practical Exam etc. The arrangement of internal examination is done by each department. Our college is punctual to conduct the internal examinations. Assessment method is used to monitor and measure learning after teaching. Assessment of student's learning is done using Assignments, Practical, Projects and Unit Tests etc. As per the schedule, Unit Tests, Practical examination etc. are conducted in the BCAI, BCAII, BCAIII and PGDCA. Generally internal examinations of BCA are conducted in the months of February. The performance of the students is evaluated through such internal examinations. After the assessment, answer sheets are returned back to the students. These internal examinations are conducted transparently. Answer sheets of all subjects are been shown to all students and related grievances are solved immediately In short, the practice of unit tests prepares the students confident enough to face the final and semester examinations conducted by the university. Thus, the academic calendar of the college plays vital role

in creating awareness regarding examinations.

## 2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
	BEd	Education	92	90	97.8
	BCA	Computer Science	3	3	100
	PGDCA	Computer Science	34	27	80
	MA	English	9	9	100
	BCom	Commerce	107	104	97.16
	MCom	Commerce	38	37	97.4
	BBA	Management	108	100	92.6
	PG Diploma	Yoga	20	18	90

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## 2.7 – Student Satisfaction Survey

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

<http://stvincentpallotticollege.org/Image/Feedback%20Analysis.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
<b>No Data Entered/Not Applicable !!!</b>		

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

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>International</b>	<b>All</b>	<b>28</b>	<b>5</b>

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

Department	Number of Publication
<b>Department of Computer Science</b>	<b>2</b>
<b>No file uploaded.</b>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
<b>No file uploaded.</b>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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#### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
<b>Resource persons</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Attended/Seminars/Workshops</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>

Presented papers	0	28	0	0
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Visit to KhapraBhatti School	St. Vincent Pallotti College	6	28
Activity on Yoga	St. Vincent Pallotti College	4	80
World Heart Day	St. Vincent Pallotti College	10	100
Exhibition of Craft Work	St. Vincent Pallotti College	6	15
No Vehicle Day	St. Vincent Pallotti College	5	50
Visit to Disabled School	St. Vincent Pallotti College	6	40
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Pocket Movie Making	College Level	St. Vincent Pallotti College	16
Youth for Ekatmata	State Level	Department of Higher Education Raipur	20
Wall Painting	State Level	JCI Raipur	5
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Women Cell	St. Vincent Pallotti College	Orientation Program	4	100
Women Cell	St. Vincent Pallotti College	Self Defence Demo	4	300
Women Cell	St. Vincent Pallotti College	Fun Fair	10	500

NCC	St. Vincent Pallotti College	Swachha Bharat	40	600
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Pedagogy English	1	Akanksha School	3
Faculty Development Program	40	St Vincent Pallotti College	1
Open Gymnasium	500	Raipur Muncipal Corporation	1
Teaching in adopted school	30	Khaprabhatti School	90
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	1 Month Observation	Govt School Mowa Govt School Shanti Nagar Govt School Daldal Seoni Holy Cross School Kapa St Vincent Pallotti School Kapa	16/01/2019	16/02/2019	100
Internship	4 Months teaching	Govt School Mowa Govt School Shanti Nagar Govt School Dalal Seoni Holy Cross School Kapa St Vincent Pallotti School Kapa	22/07/2018	22/11/2018	100
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
Green Army of Raipur	09/10/2019	To organize awareness creating programs about environment	500
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
11	9.56

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SoftTek	Partially	1.0	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10547	1392811	694	163574	11241	1556385
Reference Books	3035	118035	10	11289	3045	129324
Journals	27	19842	4	3600	31	23442
CD & Video	78	2000	0	0	78	2000
Weeding (hard & soft)	1111	9500	0	0	1111	9500

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

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	50	2	1	4	3	2	4	80	0
Added	0	0	0	0	0	1	1	0	0
Total	50	2	1	4	3	3	5	80	0

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

50 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1751600	2245654	3215000	2190107

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

All procedures and policies for maintaining and utilizing physical academic and support facilities are shared through student handbook and briefing about Standard Operating Procedures of the Institute during orientation programme Following are some important measure which are in routine practice A full time assisting staff is there in Library to look after cleaning and maintenance of library and sports complex One assistant to Librarian is also there to help in all library related work. Sports officer performs the evaluation of all the sports equipment once in every six months He looks after repairing and purchasing of new equipments One IT technician looks after all the hardware and software requirements and troubleshooting of the computer labs and other computers in the college For both the computer labs a teacher incharge looks after the requirements Important issues are taken to Head of the Department are resolved For maintenance of classrooms supporting staffs are been allotted different blocks to look after cleaning Class monitors also look into the maintenance and issues if any, are bring to HODs notice. Management Principal and Vice Principal are keen in maintaining laboratory library sports complex computers classrooms etc



**CRITERION V – STUDENT SUPPORT AND PROGRESSION****5.1 – Student Support**

## 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit Christians EWC Co Curricular Activities Scholarship by Alumni	59	182030
Financial Support from Other Sources			
a) National	SC ST OBC EWC Merit Minority CoCurricular Activities/Sports EKalyanJharkhand	158	1398538
b) International	00	0	0
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## 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Bridge Course	15/07/2018	10	St Vincent Pallotti College
Remedial Coaching	01/08/2018	331	St Vincent Pallotti College
Mentor	10/08/2018	96	St Vincent Pallotti College
Soft Skill Development	27/02/2019	192	St Vincent Pallotti College
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## 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	BEd Aptitude test Resume Making class Interview tips	0	99	0	91
2018	BCA and PGDCA Aptitude	36	36	0	4

test Resume  
Making class

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
16	14	50

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Holy Cross Senior Secondary School Byron Bazaar Raipur Holy Cross Senior Secondary School Kapa Raipur St.Vincent Pallotti St.Vincent Pallotti School Kotela Saraipali Campion School Raipur Shri Balaji Vidya Mandir, Raipur Holy Hearts Educationa	99	12	Azim Premji School Dhamtari	11	1

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	4	BEd	Education	PG College	Post Graduation Course
2019	14	PGDCA	Computer Science	Various PG College	MCom MSc MBA MCA D Pharm

2019	23	BCom	Commerce	Various PG Colleges	MCom MBA CA
2019	5	BBA	Management	Various PG College	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	12
No file uploaded.	

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

Activity	Level	Number of Participants
Republic Day Celebration	Institute Level	350
Prize Distribution Ceremony	Institute Level	131
Open gymnasium inauguration ceremony and MOU	Institute Level	200
Scholarship Distribution Ceremony	Institute Level	59
Pallottis Got Talent	Institute Level	26
Fun Fair	Institute Level	500
Teachers Day Celebration	Institute Level	700
Mehandi Competition and Fireless Cooking Competition	Institute Level	80
Independence Day Celebration	Institute Level	350
Orientation Program Friendship Day Celebration	Institute Level	500
Art and Craft Competition	Institute Level	62
Annual Sports Week	Institute Level	500
Inter College Games	University Level	86
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Lawn Tennis Bronze Medal	National	1	0	939367254870	Sanjana Taunk

2018	Handball 4th Place	National	1	0	5174109487 47	Md Ashrafi Durgesh Kumar Verma Mahendra Kumar Chat urvedani
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

One of the vital and significant of active stakeholders of the college is the students. They are the pivot of all the activities of an educational institution. An educational institution thrives to ensure the fulfillment of students' interest. The students' Union is a statutory body formed in a college according to the university's norms under which the college is affiliated. The Students' Union acts as a liaison between students and the college, i.e. administration, and teaching nonteaching staff. It also extends assistance and provides guidance to the students in resolving academic and extraacademic problems. The Students Union motivates the students to participate in events like 'Pallotti's Got Talent', Rangoli and Mehendi competition, Fun Fair, Art craft competition, 'Raas Garbha, Orientation and Friendship Day, Republic day and Independence day Celebration etc. Students learn to work together and realize the strength of team spirit through observance of Mother Language Day i.e., Hindi Diwas Day, Teachers' Day etc. The students participate with great enthusiasm in Intracollege football and Basketball tournaments organized by the Pt. Ravishankar Shukla University every year The Union also organizes the Annual Sports of the college which encompasses events like Cricket, Volleyball, Basket Ball. In an urge to comply with social responsibility, the Students' Union actively participates in various extension activities and outreach programmes of the college like Blood donation camp, 'Swachh Bharat' and 'GreenDay' and "Single use Plastic Ban"

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

An organization's alumni are the reflection of its past, representation of its present and a link to its future. Educational institutions are changing the way they see and interact with their alumni community. Earlier, alumni and their almatmater were treated as separate entities wherein one's existence was independent of the other. Local alumni chapters were formed as a means to interact with other fellow alumni. However, these associations seldom had any interaction with the institution they graduated from. With the advent of Social Media, alumni relationship has taken a different flavor altogether. Universities have started to harness the power of alumni through various networking platforms like LinkedIn, Facebook, Twitter etc. by creating their alumni groups and profiles on them. Alumni are the brandambassadors of the institution they graduated from. St. Vincent Pallotti College has its Alumni Association registered under VidyaProtsahanSangh. Following are the ways our association is useful for our college.

- Our strong alumni association is one of the biggest benefactors of an institution that can contribution towards various developmental activities of the institution.
- Our alumni network of a college is one of the biggest sources of placement opportunities to the students. Alumni help our current students get placed at their respective organizations.
- Our Alumni plays an active role in voluntary programs like mentoring students in their areas of expertise. They also play a significant role in contributing scholarships to deserving students.
- Our alumni is a huge talent pool whose guidance is beneficial to many students and other

fellowalumni in their respective areas of study. • Our Alumni network by itself is one of the best professional networking platforms available today. • our association provides historical information and helps to make anniversary events more meaningful. • Our alumni network enhances recruiting efforts and boost the district's image in the community. • Our wellinformed alumni is powerful ambassadors for their alma maters in the civic and business community. • Our alumni group develops a sense of community between current and former students and staff. • Our alumni members provide an outside funding resource for the district. • Our alumni database is a great resource for advisory committees in the district. We have determined that it is critical for a successful alumni association to have adequate funding, personnel and organizational buyin. Through the research done regarding best practices, we determined the fundamental components of a successful alumni association include: Web site and social networking Print communication newsletter, magazine Alumni networking Alumni services Fundraising. In conclusion, we are making the following recommendations after vigorous rounds of talks with alumni : Conduct selfstudy to determine commitment in building an alumni association, Determine the organizational structure remain under the college's umbrella or be coupled with the existing foundation associations, Build a strategic plan, Develop a shared vision and mission statement, Develop more bylaws, Develop workable goals and objectives, for working with alumni Create a web site that will support alumni participation, Establish criteria for future administrative hiring to include fundraising experience.

5.4.2 – No. of enrolled Alumni:

225

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

03

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

IQAC of the college decided to organize a two day National seminar cum workshop in the college which was forwarded to the seminar committee of the college after getting it sanctioned from the college administrative body. The seminar committee discussed and drew the plan of action under which topic, subtopics, were decided, brochure was designed. It also had talk with UGC acknowledged e journal with good Impact factor for the publication of research papers. Research papers from different colleges and universities were invited and brochures were sent.(The topics and subtopics are displayed in brochure.) Different action committees were organized for the implementation of different activities of the seminar. Papers on different subtopics were presented drawing out varied areas with their challenges and opportunities. The papers were proofread and sent for publishing in the UGC sponsored journal. All the activities s from welcoming, scrutiny of papers, printing, publishing-refreshment, valedictory function were handled by the different committees of the college. In the closing ceremony certificates were delivered which was taken care by certificate distribution committee. Feedback was collected from all the participants and students. At last press committee coordinated with press for publishing the press reports. Annual function Cultural committee leads the annual function of the college. The plan of action

was framed by the committee and put forward to the administrative body.

Financial limitation was decided by the administrative body. All the departments participate in different activities of the function. Teachers are divided into different committees were made responsible for different activities like cultural committee was observing and guiding cultural program, welcome committee took care of welcoming the guest, refreshment committee of refreshment, stage decoration, invitation card designing and distribution, sound system, flower decoration etc were few more responsibilities of the respective committees. Each committee rendered their duties with great enthusiasm and cooperation.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> <li>• Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement</li> <li>• A persistent effort and communication with all stakeholders -management, faculty, staff, students and society at large is being undertaken by St.Vincent Pallotti College to develop and upgrade the curriculum.</li> <li>• St.Vincent Pallotti College received approval for research center in commerce from Pt.Ravishanker Shukla University Raipur(c.g).to upgrade curriculum, and faculty development .</li> <li>• Eminent people from industry, alumni, PG students, Research scholars, Employees, HoDs of interdisciplinary programs, form the constitution of the Board of Studies.</li> <li>• Feedback on course curricula is regularly taken and improvements are incorporated in due course.</li> </ul>
Teaching and Learning	<ul style="list-style-type: none"> <li>• Last hour is mandated as remedial class for all program</li> <li>• LCD projectors</li> <li>• Lab integrated with theory courses</li> <li>• inclusion of mini projects for courses</li> <li>• Providing Computer Lab, Network Resource Center in Library,</li> <li>• Lectures of Renowned Scholars,</li> <li>• Feedback forms from students regarding the teaching of the Teachers,</li> <li>• Professional Internships are offered to students by various departments.</li> <li>• Students can participate in wide range of Sports activities, National Service Scheme (NSS) camps,</li> <li>• Consistency in early morning mantra chanting, prayer, meditation and yoga has brought a positive change in their personality.</li> </ul>

<p>Examination and Evaluation</p>	<ul style="list-style-type: none"> <li>• 20 of the marks are evaluated by the college as Internal assessment based on attendance, monthly test and assignment rest 80 is evaluated by the university though theory examination and Practical's.</li> <li>• College has complemented traditional written examination with project work assignments, debates, group discussion, literature review, power point presentation, grand viva and seminal lectures.</li> <li>• Continuous evaluation using assignments, quiz, class test , group discussions, presentation, case studies, sessional exams and end semester</li> <li>• An Academic Calendar is prepared in the beginning of each Academic Year by incorporating dates of both Internal assessment and Final End Term examinations. The same would be circulated to all the faculty members and students through the HoDs of all departments.</li> <li>• The rules, processes, categories of offences and corresponding penalties relating to adoption of unfair means by students during University examinations were reviewed and subsequently revised to deter the students from adoption of Unfair Means during the University examinations</li> </ul>
<p>Research and Development</p>	<ul style="list-style-type: none"> <li>• 2 new proposals in pipeline -research centre ,NAAC sponsored seminar</li> <li>• Plagiarism checking cell is formed for review of papers before submission for publications in Conferences and journals</li> <li>• Programs are conducted periodically for creating research culture</li> <li>• Motivates faculty members for research publications in peer reviewed journals with high impact factor.</li> <li>• Encourages them to present papers in International/National/State Level Seminars, workshops and to act as resource persons.</li> <li>• College explores various funding agencies for sponsoring major / minor projects. (DBT, DST, ICSSR, UGC etc.)</li> <li>• Encouraging faculties to act as M.Phil/ Ph.D supervisors. 03 permanent teachers are the Ph.D Guide</li> </ul>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<ul style="list-style-type: none"> <li>• Provision for WiFi facility in the campus for use of the elearning resources.</li> <li>• Increase of the internet bandwidth from 15 mbps to 50 mbps through broadband.</li> <li>• Internet connection in the library to access the e resources.</li> <li>• 24 x 7 Internet, WiFi,</li> </ul>

	CC TV surveillance services
Human Resource Management	<ul style="list-style-type: none"> <li>• The human resource of the college is professionally managed.</li> <li>• There is a proper recruitment, selection and induction policy for faculty and staff.</li> <li>• For the management of the students' affair, the college has students' welfare committee and grievance redressal cell, AntiRagging Committee, Sexual Harassment Committee.</li> <li>• Motivating and facilitating the faculty members to participate in Refresher Orientation courses.</li> <li>• Taking into account the interest and potentials the principal assigned the works of various committees of the college.</li> <li>• Various leaves, study leave for faculties perusing research degrees.</li> </ul>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> <li>• MOU Signed for student's Training, Placement Research Projects.</li> <li>• Students are sent for internship programmes.</li> <li>• The students are taken for industrial visits every academic year.</li> <li>• Both UG and PG students are motivated to undertake their end semester project in the relevant industries of their domain, thus exposing and preparing them to meet the real time requirement in the industry.</li> <li>• Alumni Meet every year</li> </ul>
Admission of Students	<ul style="list-style-type: none"> <li>• The college follows rules regulations of affiliating university for admissions.</li> <li>• Admissions are done purely on merit basis and according to reservation policy of the state govt.</li> <li>• Online Admission including online payment facility in both UG PG levels</li> </ul>

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> <li>• Implemented SMS system for dissemination of information including regular notice to all stakeholders.</li> <li>• Use of Eresources in teaching learning</li> </ul>
Administration	<ul style="list-style-type: none"> <li>• Notices through digital media</li> <li>• Edata management</li> <li>• ELibrary facility</li> </ul>
Finance and Accounts	<ul style="list-style-type: none"> <li>• Fully computerized office and accounts section.</li> <li>• Maintenance of the college accounts through Tally.</li> <li>• Reception of salary, fund through HRMS portal</li> </ul>
Student Admission and Support	<ul style="list-style-type: none"> <li>• Online admissions.</li> <li>• Computerized Maintenance of student database.</li> <li>• Facility of Enotes, Question Bank and Glossary of all subjects</li> <li>• WiFi Campus</li> </ul>



Examination

Yes

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	All Faculties	National Seminar	St. Vincent Pallotti College	34300
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Continual Profession al Develop ment	Continual Profession al Develop ment	07/07/2018	07/07/2018	30	7
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program	1	30/09/2018	06/10/2018	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	7	0	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• Concession for Teacher's wards in fees who are studying in the sister concern schools.</li> <li>• Special leaves for teachers for undertaking</li> </ul>	<ul style="list-style-type: none"> <li>• Concession for staff's wards in fees who are studying in the sister concern schools.</li> <li>• Staff members are provided with loan facility by the</li> </ul>	<ul style="list-style-type: none"> <li>• Students are provided with scholarship facility under four different categories as mentioned in the prospectus of the college.</li> <li>• Few students</li> </ul>

<p>research activities. • Staff Association welfare schemes and programs. • Teachers are provided with loan facility by the management if at all required. • Teachers are provided with special leave if they are sick.</p>	<p>management if at all required. • Staff members are provided with special leave if they are sick.</p>	<p>are exempted from full fees in special cases. • Few students who are exempted from their normal classes due to any special training or special participation are provided with special remedial classes.</p>
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#### 6.4 – Financial Management and Resource Mobilization

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

Auditing is the inspection of books of accounts by an auditor followed by Physical checking of inventory to make sure that all departments are following documented system of recording transactions. It is done to ascertain the accuracy of financial statements provided by the organization. Financial audit is conducted for an opinion whether "financial statements" are stated in accordance with the specified criteria or not. Auditors may conduct audits of financial statements prepared using the cash or some other basis of accounting appropriate for the organization. The auditor gathers proper evidence to determine the material errors if any.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

33.13

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	St. Vincent Pallotti College
Administrative	No	Nil	Yes	Management St. Vincent Pallotti College

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

• Parents' teachers meetings are conducted once in a year. Mentors maintain the details of the meeting. • An interactive session of Principal and teachers with parents is conducted where parents discuss not only the scholastic areas of their wards but also the careers issues, behavioral issues etc. also. • PTM gives an opportunity both to parents and students to know more about the students. • A feedback is also collected from the parents/guardians in the form of a Structured Questionnaire for suggestions regarding development. • Parents occupying prestigious official/social positions help the institutions in various areas.

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

- Quality Improvement Programme for Staff
- Workshops organized
- Felicitation of achievers on Annual day
- Library facility for those who appear in several examinations.

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

- Introduction of New courses
- Seats Enhancement in existing courses
- Established Research Centre in Commerce
- Permanent Affiliation from Pt. Ravishankar Shukla University
- Received 12(B) from UGC

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	National Seminar on Innovative Education : a pathway to sustainable development of the society	24/11/2018	24/11/2018	25/11/2018	100
2018	Faculty Development Program	07/07/2018	07/07/2018	07/07/2018	40
2018	Scholarship Distribution	26/10/2018	26/10/2018	26/10/2018	59
2019	Open Gymnasium	10/01/2019	10/01/2019	10/01/2019	300

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Orientation Program	08/09/2018	08/09/2018	150	0
Counseling(as per need)	10/09/2018	10/09/2018	1	0
Self Defence classes	24/09/2018	24/09/2018	200	50
Fun Fair	06/10/2018	06/10/2018	300	200

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

Percentage of power requirement of the University met by the renewable energy sources

students use public transport for communicating. The entry of the motorized vehicles can be made around the main gate entry and around the building. Most of the areas in the campus are connected through trails in order to minimize the entry of motorized vehicles. College is maintained as plastic free campus as use of disposable plastic or thermocol cups and glasses are banned on the campus. College is maintaining Paperless mode of administration as most of the important communications to the staff members of all the Departments and offices are sent via emails and mobile applications. The campus of the College possesses a green landscaping with trees and plants. A Memorandum of Understanding with Green Army (A Social Awareness Agency) has been signed to contribute in the environmental campaign. College manages to have a proper system for management of solid, liquid and ewaste. Proper arrangements have also been made to save and reuse the rain water.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	0	21/08/2018	1	Khaprabhatti School Teaching	To better prepare students for their careers continuing education	25
2018	0	1	29/09/2018	1	World Heart Day	Awareness for Healthy Heart	152
2018	1	0	14/11/2018	1	Exhibition of Craft work	To develop creativity	160
2018	1	0	27/11/2018	1	No	To	64

			8		Vehicle Day	promote pollution free climate for healthy life	
2019	0	1	04/02/2019	1	Yoga by Physical Education Department	To free one from confusion and distress	74

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

Title	Date of publication	Follow up(max 100 words)
Prospectus 2018 19	01/05/2018	A code of conduct for students is illustrated in the Prospectus
Code of Conduct for teaching from University	11/06/2019	<a href="http://www.prsu.ac.in/Ordinance.aspx">http://www.prsu.ac.in/Ordinance.aspx</a>

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Vriksha Mitra Diwas	31/07/2018	31/07/2018	300
Poster Painting Competition	31/07/2018	31/07/2018	33
Independence Day Celebration	15/08/2018	15/08/2018	250
Interdepartmental Quiz Competition on Thoughts of Mahatma Gandhi	19/09/2018	19/09/2018	20
Weekly Cleanliness Program	28/09/2018	05/10/2018	50
Republic Day Celebration	26/01/2019	26/01/2019	247

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Use of Public Transport: The college is well connected by shared auto and bus services, so most of the students use public transport for communicating. The entry of the motorized vehicles can be made around the main gate entry and around the building. Most of the areas in the campus are connected through trails in order to minimize the entry of motorized vehicles. College is maintained as plastic free campus as use of disposable plastic or thermocol cups and glasses are banned on the campus. College is maintaining Paperless mode of administration as most of the important communications to the staff members of all the Departments and offices are sent via emails and mobile applications. The campus of the College possesses a green landscaping with trees and plants. A Memorandum of Understanding with Green Army (A Social Awareness Agency) has been signed to contribute in the environmental campaign. College manages to have a proper system for management of solid, liquid and e waste. Proper arrangements have also been made to save and reuse the rain water.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

7.2.1.1 Title of the practice: Departmental Library 7.2.1.2 Objectives of the Practice 1. To adopt value based and practical approach to the curriculum. 2. To prepare students for the challenges of the global environment. 3. To acquire disciplinary works , content which faculties cannot fund by themselves. 4. To make easy availability of books to the students of concerned streams. 5. To enrich the students, scholars and faculties in the research activities and paper presentations. 7.2.1.3 The context Each Department is equipped with departmental Library along with the Digital Library. This contain the book and Journals those or required to the student of each department. The primary objective of a Library is to provide the right information at the right time in the right form to is uses. To meet this objective Library have to provide access to information, irrespective of their form, format and location. 7.2.1.4 The Practice Name of the Department Number of Books available in the Departmental Library Department of Commerce and Management 90 Department of Education 295 Department of Computer Sciences 70 7.2.1.5 Evidence of Success Number of benefices indicates the success of the practice: Name of the Department Number of Books Issued by Students throughout the session Department of Commerce and Management 21 Department of Education 290 Department of Computer Sciences 81 7.2.1.6 Problems encountered and resources required: 1. Non availability of updated subject information like income tax and GST modifications. 2. Over dependency of short guides and solved editions by the students. 3. Some students don't return the books timely, causing delay in use for others. 4. The tendency of browsing information through online by the stakeholders, which generates irrelevant data. 7.2.2.1 Title of the practice: Providing Educational Services to the economically weaker category school named Khapra Bhatti School. 7.2.2.2 Objectives of the Practice 1. To enable students to help other, give of themselves, and enter in to caring relationships with others. 2. To assist students to see the relevance of the academic module to the real world. 3. To enhance the self esteem and self confidence of students. 7.2.2.3 The context The students of St. Vincent Pallotti College teach English and other subjects through audio visual methods, they make them listen to the recorded audios from the mobiles. They make use of charts for visual learning. Students also distributed and made use of reading and writing books. Students were motivated by giving them awards for their skills and talents. 7.2.2.4 The Practice Students taught, responded enthusiastically and learnt how to read and write better and also they are very willing to complete the extra assignments allotted. 7.2.2.5 Evidence of Success Students taught, responded enthusiastically and learnt how to read and write better and also they are very willing to complete the extra assignments allotted. 7.2.2.6 Problems encountered and resources required: Students of St. Vincent Pallotti College were struggling to give extra time to the students of Khapra Bhatti School as they had to fulfill the personal needs of their syllabus and learning. Secondly, students of Khapra Bhatti school were not always present. Resources were never a problem as Vincent Pallotti college took care of all the funds needed for the purchase of books, awards etc.

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

<http://stvincentpallotticollege.org/Image/Best%20Practices.pdf>

## 7.3 – Institutional Distinctiveness

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

The mission of St. Vincent Pallotti College is to provide a socially conducive

environment for harmonious growth of an individual, living joyfully aware of his/her own specific individuality with an admiration for the differences in others. The students would be introduced to a multi cultural milieu and assisted to academic success, personal growth, responsibilities to the societal needs, patriotism and sense of global belonging. The College in recognition of its academic excellence received several recognitions viz., the "Best College Award" among all the affiliated self financed colleges from Pt. Ravishankar Shukla University on the basis of performance index for three consecutive years (ie.201516, 201617, 201718) . In addition to this the college has got the permanent affiliation from Pt. Ravishankar Shukla University. College also holds 2F status approved from UGC. The College continuously introduces new programmes and courses, innovative curricular changes in tune with the current academic trends. College has been successful in introducing Diploma and Certificate courses in Yoga and Physical Education. Research which has always been a parallel endeavour of the teaching community, is mostly undertaken through the research activities of the staff members. Both staff and students present research papers in seminars and conferences and few of the staff members also guide Doctoral Programmes. The college has conducted National level Seminars on various social and academic issues. Institute also aims at vitalizing the learning skills with a focus on futuristic demands, vitalizing teachinglearning process, ICT, Human Values, and functional relationship with all the stakeholders for the holistic development of the individual and society. It also strives to create virtuous, meritorious personalities and to prepare professional, creative, and humane students to serve the humanity by setting a commendable tradition of initiative and imagination. The institution stands apart from all other colleges by placing greater emphasis on producing professional students by providing valuebased education and enabling the students to face challenges in modern life. The institute aims at instilling a sense of selfdiscipline and accountability among students and developing a respect for democratic, ethical, and moral values. Various conferences, guest lectures, workshops, summit, celebrity chats are organized throughout the year, by which the students are exposed to the outside world work ethics and all the recent developments and innovations. Students are encouraged to develop their own projects to help them explore their creative ideas. To bring out the concealed talents of the students every year the institution conducts cultural extravaganza. This event throws light on various arts and thus pushes the students to excel in CoScholastic areas as well. The institution has provided the best possible facilities in terms of infrastructure for teaching, learning and sports activities to make a student complete in all dimensions. The Classrooms, Laboratories, Group discussion halls, Library, Solved Question bank for all the subjects and Administrative office are highly conducive to the overall academic environment. The institution hosts fully equipped grounds for basketball, football and volleyball courts. As a result, have performed well in state and national level sports events and secured many medals.

Provide the weblink of the institution

<http://stvincentpallotticollege.org/Default>

### **8.Future Plans of Actions for Next Academic Year**

To ensure fair access to and affordability of academic programmes for various sections of society. To enhance outreach programmes for the members of the backward community. To enhance the number of smart class rooms in the academic departments. To provide infrastructure comparable to international standards. To introduce fully ebased system for different administrative processes like, admission, result publication, etc. To strengthen the liaison among the stakeholders like, students, teachers, parents, employers etc. To ensure 100 utilization of lecture timings. To prepare and publish yearly academic calendar before the beginning of the academic year. To make the subjects more interesting.

To support students. (meritorious and academically weak) To keep guardians updated about their wards' performance. To address student grievances. To enhance collaborative research among the departments and to take initiative for interinstitutional collaboration To conduct greater numbers of seminars and workshops of National and International importance at our campus. To fulfill our social obligations. To arrange special programs for teaching/nonteaching staff. To protect the environment. We plan to conduct an Environmental Audit. To strengthen industry linkages. To strengthen National and International linkages. To strengthen alumni participation.