



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	DR. RADHABAI GOVERNMENT NAVIN KANYA MAHAVIDYALAYA
Name of the head of the Institution	Dr. Vinod Kumar Joshi
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07712546398
Mobile no.	9425202100
Registered Email	iqacdrrbgnkm1986@gmail.com
Alternate Email	drrbgnkm1986@gmail.com
Address	Near Dudhadhari Satsang Bhawan, Matapara
City/Town	Raipur
State/UT	Chhattisgarh
Pincode	492001

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Women</b>
Location	<b>Rural</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Dr. Dipti Jha</b>
Phone no/Alternate Phone no.	<b>07712546398</b>
Mobile no.	<b>9425515334</b>
Registered Email	<b>iqacdrrbgnkm1986@gmail.com</b>
Alternate Email	<b>drrbgnkm1986@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://navingirlscollege.com/panel/gallery/AOAR%20Report%202018-19.pdf">https://navingirlscollege.com/panel/gallery/AOAR%20Report%202018-19.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="https://navingirlscollege.com/academic-calender">https://navingirlscollege.com/academic-calender</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.43</b>	<b>2015</b>	<b>01-May-2015</b>	<b>30-Apr-2020</b>

<b>6. Date of Establishment of IQAC</b>	<b>05-Nov-2012</b>
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>EnhancementE of Computers</b>	<b>16-Nov-2019</b>	<b>150</b>

Lab	3	
National Seminar in Zoology Department	28-Feb-2020 2	300
<a href="#">View File</a>		

**8. Provide the list of funds 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 :**

3

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)**

National Seminar conducted by department of Zoology and Economics Lab equipment purchased under IQAC initiative through RUSA Fund Memorandum of Understanding signed with TISS and 8 placements made Library automation under progress with SOUL 2.0 software Online classes and online exams conducted during pandemic under IQAC initiative

[View File](#)

**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 follow academic calendar	The academic calendar was thoroughly followed

To prepare SSR for NAAC Second Cycle	Preparation Started
To collect Feedback	Feedback collected and analysed
To conduct academic audit	Academic audit was conducted
Improvement of slow learners through tutorial classes	Tutorial classes were conducted to help the slow learners to improve their academic performance
<a href="#">View File</a>	

<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	15-May-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management Information System (M.I.S) is institute's data majorly related to funding details, student's detail and other information related to the year. Funding Detail: Related to Total funding, RUSA funding, Research Grants, Government funding, Philanthropy CSR Endowments etc. Student Detail: It is mostly related to the total no of students Male /Female, ST, SC, OBC, International students and General students. Other information in this module is about Placement Cell, Alumni Association, National /International Award to the Institute, Total students placed Students Counseling Centre and Institute level changes in every six months. A majority of information in the these sections relates to Accreditation, Faculty, Strength, Faculty Quality, Staff, Student and other details of every six months in a year. Accreditation detail is related to Total Faculty, Sanctioned Faculty, Part time Faculty, Vacant Faculty and Temporary Faculty. Faculty quality: related to Total Ph.D. from India and</p>

Total Masters from India. Staff Detail: This relates to Staff Permanent Teaching and Non Teaching staff, Temporary Teaching and Non -Teaching staff. Student Detail: Total Students, Total Masters, Total Bachelors, Total Ph.D., and Incentives to Faculty: Monetary and Non Monetary and Other incentives.

## 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

The college ensures the effective delivery of the curriculum set by the University to achieve the academic objectives. The Principal of the college along with the timetable committee members formulates the timetable for each subject. Well structured teaching plans are prepared distributing the syllabus evenly amongst all the faculties. If for some reason a faculty is unable to complete the syllabus within the allocated time frame, the faculty is instructed to complete the syllabus by engaging extra classes. The academic calendar clearly instructs the schedule for the three internal examinations, quarterly, half yearly and prefinal. The academic calendar prescribed by the parent university is followed and the academic schedule of the college is based on it. The cross cutting themes and issues are addressed adequately through the prescribed curriculum. The analysis of the students feedback showed a positive response. The teachers were directed to make the syllabus job oriented and to complete it in time. The teachers were instructed to fully utilize the abilities of the students in keeping with their potential. Thus the educational integration of the cross-cutting themes forms a definitive knowledge band. In compliance with the purpose of NAAC accreditation the institution endeavors continually to sustain an invigorating environment of the teaching learning process. The institution pledges (complete) allegiance to the vision - Mission of NAAC, consistently working for (academic) excellence and the holistic growth of the students. In the process we endeavor to unleash the latent potential of all. Enshrined deeply and rooted firmly into the guiding principles of an educational institution is the pure and sincere aspiration to implement a curricula that brings out the finest of the teaching learning experience. The teacher and the taught, under the able guidance of the principal embark on a journey of "knowledge. discovery" along with an eager zeal to evolve into holistic personalities seeking to unleash their potential "When one teaches, two learn" - Robert Heinlein. We at Navin Kanya Mahavidyalaya believe that the teachers at their job also learn while they teach. It is indeed a robust two-way rewarding experience. That the teacher and the taught happily share. We have learnt that for quality teaching - learning collaboration, curiosity and creativity are crucial.

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
Management and Soft Skill	Nil	02/12/2019	3	Centered on preparing the students	yes

Nil	Hospital Service Mangement	02/12/2019	3	for placement. Centered on preparing the students for placement.	yes
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## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Geography	01/07/2019
<a href="#">View File</a>		

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
<b>No Data Entered/Not Applicable !!!</b>		

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

	Certificate	Diploma Course
Number of Students	30	65

## 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
Nil	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botony	90
BSc	Botony	90
MA	Political Science	4
MA	Sociology	19
MA	Sociology	19
MA	Sociology	22
MA	Home Science	9
MA	Home Science	9
<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	Nil
Alumni	Yes
Parents	Nil

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

**Feedback Obtained**

As per the analysis of this feedback the students response was positive. ? In keeping with the students response the teachers were instructed to make the syllabus job oriented and to complete it in time. ? The teachers were instructed to take advantage of the qualities and talents of the students to bring out their full potential. ? The faculty were asked to raise the above issues in the syllabus committee meeting of the university.

**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
BA	Arts	100	1010	100
BSc	Biology, Mathematics	150	1850	150
MA	sociology	25	72	22
BCom	Commerce	80	821	80
MA	Economics	40	30	10
MA	Political Science	25	19	12
MA	Hindi	30	16	6
MA	Home Science	55	15	4
MSc	Mathematics	30	155	30
PGDCA	Computer Application	50	525	50

[View File](#)

**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
2019	909	222	17	1	14

**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 Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used
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	ICT (LMS, e-Resources)	available	Classrooms		
32	32	5	6	1	4
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Mentor-Mentee scheme is followed only by all P.G. departments of our institution. Total 170 P.G. students were allotted to their respective 8 PG teaching faculty members. The mentor ship program identifies the students problems and gives them solutions. The register is maintained. The teacher provides important information to students. The mentor inspire the student for self education. Mentor observes and helps each student and advise them according to their skill passion. The mentor mentee register has record of personal details regarding student, parent contact details. This is an innovative program from the start of the journey as a student till the completion of post graduation.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1131	32	1:35

## 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
25	19	6	6	21

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
Nil	Nil	Nil	Nil
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
BA	103	Third Year	17/10/2020	18/11/2020
BSc	123	Third Year	17/10/2020	17/11/2020
BCom	113	Third Year	17/10/2020	05/11/2020
MSc	304	Fourth semester	30/09/2020	26/11/2020
MA	Nil	Home Science IV Semester	30/09/2020	26/10/2020
MA	314	Hindi IV Semester	30/09/2020	13/11/2020
MA	322	Political	30/09/2020	13/11/2020



		Science IV Semester		
MA	332	Sociology IV Semester	30/09/2020	26/11/2020
MA	310	Economics IV Semester	30/09/2020	10/12/2020
PGDCA	103,105	Second Semester	30/09/2020	05/12/2020
<a href="#">View File</a>				

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

The college has adopted a method of assessing the academic performance of the students on continuous basis unit test, quarterly and half yearly exams were conducted for students. Assignments are also given for practice. The students will be informed the mistakes committed and guided to improve their performance in next examinations. Students are encouraged to give seminar in the class. The internal assessment test schedule are prepared as per the University and Communicated to the students well in advance. It is compulsory for student to submit lab record regularly. The end examination for practical shall be conducted with internal and external examiner appointed from other college as decided by the University. A student is deemed to have satisfied the minimum academic requirement of scoring minimum 33 marks in both theory and practical exams. A student shall be promoted from first year to second then to third year (Final year) if he fulfills the minimum attendance requirement of more than 75. After having satisfied the requirement prescribed for the completion of 3 year UG (Annual) and 2 year (PG) semester (4) the student shall be eligible for award of UG Pg degree.

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

Yes, being an affiliated college, we follow Pt. Ravishankar Shukla University academic calendar

### 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)

<https://navingirlscollege.com/pdf/Academicoutcoms.pdf>

#### 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
103,105	PGDCA	Computer Application	50	50	100
322	MA	Political Science	5	5	100
332	MA	Sociology	19	19	100
113	BCom	Nil	67	67	100
123	BSc	Biology, Mathematics	114	113	99

103	BA	Nil	90	90	100
304	MSc	Mathematics	28	28	100
Nil	MA	Home Science	9	9	100
314	MA	Hindi	6	6	100
310	MA	Economics	5	5	100
<a href="#">View File</a>					

## 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)

No Data Entered/Not Applicable !!!

## 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
Nil	Nil	

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
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

### 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)
International	Mathematics	2	5.75
<a href="#">View File</a>			

### 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
Nil	Nil
No file uploaded.	

### 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
No Data Entered/Not Applicable !!!						
No file uploaded.						

### 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
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	77	Nil	Nil
<a href="#">View File</a>				

## 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
YOGABHYAS	NCC	18	40
TOBACCO FREE AWARENESS RALLY	NCC	5	42
Yoga Diwas	NSS	18	43
Plantation	NSS	18	30
Teacher health	NSS	16	46
Swachhata Raily	NSS	18	90

Swachhata Raily	NSS	18	90
Sadak Suraksha Saptah	NSS	15	40
Adis Jagrukta Raily	NSS	18	35
International Tribal Festival	NSS	2	50
<a href="#">View File</a>			

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
Nil	Nil	Nil	Nil
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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NCC	NCC	LECTURE ON HEALTH AND HEIGINE	14	43
NCC	NCC	SWACHCHHATA JAGRUKTA RALLY	1	35
NCC	NCC	BLOOD DONATION CAMP	1	10
NCC	NCC	SWACHCHHATA JAGRUKTA RALLY	17	43
NCC	NCC	NOISE POLLUTION AWARENESS RALLY	12	45
NCC	NCC	TOBACCO FREE AWARENESS RALLY	5	42
NSS	NSS	Aids Jagrukta rally	18	35
NSS	NSS	Sadak Suraksha Saptah	15	40
NSS	NSS	Swachhatav Raily	18	90
NSS	NSS	Swachhatav Raily	18	90
<a href="#">View File</a>				

### 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
Nil	Nil	Nil	Nil

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
Nil	Nil	Nil	Nil	Nil	Nil
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 students/teachers participated under MoUs
Nil	Nil	Nil	Nil
No file uploaded.			

#### 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
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

##### 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
SOUL	Fully	2.0	2020

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
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Nil	Nil	Nil	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

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

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	33	1	1	0	0	1	0	20	0
Added	36	0	0	0	0	0	7	80	1
<b>Total</b>	<b>69</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>100</b>	<b>1</b>

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

100 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
Nil	Nil

#### 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
0	0	0	0

##### 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)

There are established system and procedures for maintain and utilizing physical academic and support facilities like Laboratory, library, sports complex computers classrooms etc. There are college level committees that look after the various aspects of the college and supports the physical, academic and support facilities. 1. Library Committee 2. Student union committee, Red Ribbon Committee, N.S.S committee and N.C.C committee, Eco Club. 3. Student's welfare committee in which students and teacher both are members. Once the calendar of the University calendar is implemented in the beginning of the semester the time table for each section is made by the concerned committee allotting the classrooms and the laboratories. Classrooms Laboratories and Auditorium:- Faculty in-charge and H.O.D. supervises the maintenance and proper functioning of all the laboratories. Laboratory in-charge with the laboratory assistant ensure that all the equipment are working properly and all are a good condition. Classroom and Auditorium comes under daily maintenance. The faculties department takes round of the classroom and auditorium all day. Library, Sports and Games: - The librarian is in college for handling all the maintenance work required in the library through the maintenance staff. Library committee takes care of utilization of books, computer and other learning materials in the library. Sports committee takes responsibility for all repairs pertaining to the sports equipment and courts.

## 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	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	1.BPL 2. Post Metric 3.Minority Post Matrics 4.Merit Cum Schlorship National Schlorship	604	1746408
b)International	Nil	Nil	Nil
<a href="#">View File</a>			

#### 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
Motivational Speech	02/03/2020	50	Santosh Rathi Academy
Workshop for PPT Preparation	16/01/2020	28	Mathematics Department
Training program for mathematical aptitude and logical reasoning	09/01/2020	150	Mathematics Department
<a href="#">View File</a>			

#### 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
2019	General Knowledge Test	120	Nil	Nil	Nil
2019	General Knowledge Test	90	Nil	2	Nil
2019	General Knowledge Test	80	Nil	Nil	Nil

2020	General Knowledge Test	100	Nil	Nil	Nil
2019	TISS Skill Development Program	Nil	65	Nil	8
2020	TISS Orientation Program	Nil	190	Nil	Nil
<a href="#">View File</a>					

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
4	4	7

## 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
Tata Institute Of Social Sciences Mumbai	65	8	Nil	Nil	Nil
<a href="#">View File</a>					

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	B.Sc	Science	Different colleges affiliated to Chhattisgarh Higher education	B.Ed.
2019	14	B.A., B.Sc., B.Com.	Arts, Science, Commerce	Different colleges affiliated to Chhattisgarh Higher education	PG Diploma
2019	17	B.Sc.	Science	Different colleges affiliated to	M.Sc.



				Chhattisgarh Higher education	
2019	42	B.A.	Arts	Different colleges affiliated to Chhattisgarh Higher education	M.A.
<a href="#">View File</a>					

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
NET	1
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Solo Dance	College	16
Solo Song	College	24
Mehandi Competition	College	43
Nail Arts	College	9
Hair Style	College	15
Salad Making	College	12
Cooking Competition	College	32
Poem Recitation	College	38
Extempore	College	26
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	SPN National Inclusion Cup	National	1	Nil	57463407 2988	Preeti Futan
<a href="#">View File</a>						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are members in various committees of the institution like Jan Bhagidari Samiti, Amalgamated fund committee, IQAC committee, Library and Sports Committees. They attend every meeting as members and contribute to the

holistic development of the college. 1. Students Union. There is an active students union that consists of the student council and activity committees.

The Principal of the college is Patron of the student union and a senior professor is in charge of this union. The composition of the students union is as follows: a) Student Council: (1) President (2) Vice-President (3) Secretary (4) Joint-Secretary (5) Class representative of each class and section. b) Activity Committees- 1. Cultural committee 2. Social work committee 3. Science club committee 4. Current Affairs committee 5. Drama committee 6. Society for gender issues 7. Sports committee The composition of committees is as follows: (1) President (2) Vice-President (3) Secretary (4) Joint-Secretary (5) Five members from different classes. The Student union is formed in every session in accordance with the ordinance of Pt. Ravishankar Shukla University and the department of Higher Education of the government of Chhattisgarh. The formation of the student union may be by election or nomination as per the university ordinance. The office bearers of the student council and members of activity committees are nominated by the nomination committee formed by the Principal in adherence to the university ordinance. They are placed in different committees in keeping with their interests and talents. This gives them an opportunity to organize and participate in multiple activities pertaining to different fields like academic, literary, cultural, sports, fine arts, and general knowledge competitions etc. which not only contribute to their self development but also contributes in the development of the institution.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college, Dr.Radhabai Govt. Navin Kanya Mahavidhalaya was established in the year 1986. The purpose of establishing this institution was to provide higher education to girls in Raipur and nearby locality of urban and semi urban area. Initially the college was opened with 5 subjects namely, Economics, Home Science, Political Science, Hindi Literature and Sociology in B.A., in a small building of Municipal Corporation at Nayapara, Raipur. As there was scarcity of space, the state government shifted the college to Saraswati School premises Purani Basti, Raipur, after which Science subjects were also added to the curriculum. As the college excelled in its performance in academics, sports, and other activities, the number of admissions increased manifold. After the construction of the new college building all the classes in Under-Graduate, Post-Graduate and Self-finance courses in PGDCA, Music, Dance along with NCC, NSS and Sports became functional. The college has come a long way in the field of academics and other life skills which has helped in the all-round development of the students and prepared them to face the challenges of life. Some of the students have chosen their career in the field of politics and are serving as member of the Municipal Council giving their best in the interest of the public. The alumni of this college are serving in various government posts as Superintendent of Police, Deputy Collector, and Professor etc. The alumni association of the college not only contributes valuable mentoring career opportunities and donation in the form of books to the students. The very aim of this institution is to provide quality education to economically weaker students from rural and nearby areas. Every year a good number of students secure meritorious positions in the university examination. This is instrumental in implementing the vision of the college which is to make this institution a role model for all other colleges of the state.

5.4.2 – No. of enrolled Alumni:

32

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

6/102019, 5/2/2020

## 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)

The institution practices decentralization and participatory management to uphold its belief in collective leadership and democratic leadership. A particular case study based on the considerable designation of authority from the Principal to the Heads of various Departments, to the Convenors of different Committees and to the Head of Office in the college exemplifies this practice. • The Principal is the head of the institution and designates powers to the Heads of various Departments for academic growth of the institution. • The Heads of the Departments are responsible for executing the university academic calendar. They are in-charge of conducting seminars, group discussions, tutorial sessions for weak students, inter-departmental and inter-collegiate activities etc. • The Heads of the Departments perform all the aforesaid roles by allocating responsibilities to their subordinate Professors and Assistant Professors, who in turn accomplish their allotted tasks by distributing work among the students under their guidance. • In addition to designating his/her academic responsibilities to the Heads of the Departments, the Principal entrusts his/her authority to the Convenors of different committees for the overall functioning of the college. • The convenors of the Timetable committee are in-charge of preparing the teaching schedule to facilitate the smooth functioning of the educational activity in the institution. • The staff council of the college consisting of the Principal, the faculty members and the non-teaching staff functions as an advisory body to assist the Principal in maintaining the academic and the administrative matters. At least two or more staff council meetings take place in a year that facilitate communication among the staff and the college administration. • The RUSA committee along with the Purchase committee take care of the infrastructure development of the institution by making the necessary purchase like laboratory equipment, ICT tools etc. by following the required procedure of purchase. • The IQAC is entrusted with the role of quality enhancement of the college. It conducts at least four meetings in a year to plan, guide and monitor the quality assurance activities in the academic and administrative performance of the institution. • The Discipline and the Anti-ragging Committees are responsible for maintaining the good academic ambience in the institution and the Cell Against Sexual Harassment is in-charge of promoting the cause of gender equality by countering the acts of gender-based violence in the campus. • The Career Guidance and Placement Cell of the college is allocated with the task of providing the life skill mentoring to the students and helping them find job placements. • The college units of NCC / NSS along with Literature and Cultural committees are instrumental in the holistic development of the students. • The Janbhagidari committee ensures the participation of various stakeholders of the institute who suggest on issues related to the college development and students welfare. • Apart from entrusting powers to the HODs and the Convenors of different committees, the Principal delegates administrative responsibilities to the Head of the Office for smooth functioning of the college.

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	Curriculum Development- The College is being run by government. It is affiliated to Pt. Ravishankar Shukla, University, Raipur. The syllabus prescribed by the university is being followed by the college Senior Professors are members of the Board of Studies or Vice Chancellor nominees in Pt.Ravishankar Shukla University Raipur. The Board Of Studies meetings are conducted in the University once or twice a year which are duly attended by the members of the board of studies of the college.
Teaching and Learning	Regular classes are taken as per the college timetable. Tests, Group Discussions Tutorials, Seminars and Power Point Presentations are conducted in various departments regularly.
Examination and Evaluation	Regular classes are taken as per the time table from the beginning of the session to complete the prescribed university syllabus in time. For student evaluation internal tests are carried out on completion of every unit of the syllabus. After internal tests the performance of the students is discussed in detail and they are guided how to improve. After completion of the syllabus the Pre final exam is also conducted.
Research and Development	04 Research Centers are functioning in the college. ? There is one Research Committee for evaluation and proper functioning of Research Centers.
Library, ICT and Physical Infrastructure / Instrumentation	Library - Partial Automation of Library by Library Manager software ? ICT - Frequent use of I.C.T by the Faculty Interactive boards are used by the faculty, Smart classroom is being developed. ? Physical infrastructure - 8 Classrooms, 1 Computer lab and 33 Computers ? Instrument - Latest lab equipments are available.
Human Resource Management	Different committees have been constituted for the execution of various activities.
Industry Interaction / Collaboration	The College has 9 M.O.U's signed with different industries, educational institutions and government bodies.

Admission of Students

All students are admitted as per university rules and guidelines.

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

E-governance area	Details
Administration	<ul style="list-style-type: none"><li>• The MIS (Management Information System) software is used in the college office to maintain all the numerical information related to the students and the faculty.</li><li>• The college is connected through internet of bandwidth upto 100 MBPS.</li><li>• A continuous monitoring of the college premises is done through Close circuit surveillance cameras to offer quality security assurance and to maintain the discipline of the institution.</li><li>• Two desktop computers with 24x7 internet facility are available in the office.</li><li>• One desktop computer connected with the office is installed in the Principal chamber.</li><li>• All the payments made to college staff are done through the State Government's e-Kosh online payment system.</li><li>• The salary of the staff members is credited online through Direct Benefit Transfer (DBT) scheme into their accounts.</li><li>• Students' scholarship application is invited online and is disbursed using electronic mode of Direct Benefit Transfer scheme.</li><li>• E-pension facility is available through CG Online Pension Management System named ABHAR AAPKI SEWAON KA portal.</li></ul>
Finance and Accounts	<ul style="list-style-type: none"><li>• The Public Fund Management System (PFMS) portal is used for financial transactions of the government.</li><li>• The disbursement of salary, remuneration and other bills is done through e-Kosh.</li><li>• Purchase of goods is made via online sources like Government e- Market Place, (GeM), and Chhattisgarh State Industrial Development Corporation (CSIDC), the e- marketing portal of Chhattisgarh Government.</li></ul>
Student Admission and Support	<ul style="list-style-type: none"><li>• Students use online mode for admission work supported by the University. Admission is fully online.</li><li>• A proposal was made to collect admission fees through online portal State Bank Collect and it is already functional at present.</li><li>• There is a well-equipped computer lab with broadband facility for solving any discrepancies related to admission process.</li><li>• Foxtel network is available</li></ul>

	to facilitate faster LAN communication for the students.
Examination	<ul style="list-style-type: none"> <li>• Examination forms are filled online by the students.</li> <li>• Practical marks are filled online for UG and PG classes on the online portal of the University.</li> <li>• In the session 2019-2020, during the pandemic period, all the university exams were conducted in blended/ online mode as per the university guidelines</li> </ul>
Planning and Development	<ul style="list-style-type: none"> <li>• The Vision and Mission Statement is uploaded on the institutional website.</li> <li>• The IQAC meetings are managed through Google calendar. The minutes of the meetings are uploaded on the website.</li> <li>• The AQAR documents are uploaded on the college website.</li> <li>• RUSA fund utilization details are available on the website.</li> </ul>

### 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
Nil	Nil	Nil	Nil	Nil
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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)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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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
Online FDP	1	13/05/2020	19/05/2020	7
Professional Development Programmes	1	22/06/2020	28/06/2020	7
Refresher Course	1	17/02/2020	29/02/2020	12

Refresher Course-Teacher education experimental learning in higher education pt RSU	1	12/01/2019	01/02/2019	21
Orientation / Induction Programmes- Principals Training program -	1	25/11/2019	13/12/2019	18
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#### 6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Medical Leave and Maternity Leave 2. Duty leaves for conferences, workshop, orientation, and refresher courses. 3. Study leaves - For Ph.D. - 6 months/ 1 year 4. Other leaves - Casual leave, Optional leave, etc. as per government rules	1. Medical Leave and Maternity Leave 2. All other leaves as per government rules. 3. Non-teaching staff is granted Festival Advance and Festival Bonus every year.	1- Scholarships - Under Govt. schemes. 2- Self-generated Sadbhavana Khosh for financially weak students.

### 6.4 – Financial Management and Resource Mobilization

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

<ul style="list-style-type: none"> <li>Government Fund- The fund received by the institution from the government is audited by the Directorate of Higher Education. Besides, this fund is also audited by the chartered accountant and the Accountant General Office.</li> <li>Non-Government Fund- Amalgamated Fund</li> <li>UGC Grants- The funds received by the college under UGC grants have been audited by the chartered accountant appointed by the college.</li> <li>Janbhagidari Fund- These funds are audited by the chartered accountant of the college.</li> <li>RUSA Funds- The college-chartered accountant audits the funds received from RUSA. Any queries or objections raised by the chartered accountant during the audit of these funds are rectified immediately. So far, no serious objections have been raised.</li> </ul>
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#### 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/ Grants received in Rs.	Purpose
Students through fees - Self-financed Courses	1314100	Salary for Full-Time Teachers appointed to



teach self-financed courses

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6.4.3 – Total corpus fund generated

43000

### 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	College Committee
Administrative	No	Nil	No	Nil

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

Introduce Subject Geography RUSA purchasing of RS. 60 Lac completed Enhancement of Computer Lab

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
2019	Seminar conducted by Zoology Department	Nil	28/02/2020	29/02/2020	300
2019	Seminar conducted by Economics Department	Nil	29/02/2020	01/03/2020	120
2019	TISS Certificate Course	Nil	02/12/2019	29/02/2020	99

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### 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
Nil	Nil	Nil	Nil	Nil

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
Percentage of power requirement of the college is met by the renewable energy sources Solar Energy Unit set up in the college with a capacity of 10 K.W., Make - Electrolyte, Date of Inst - 14-09-2018)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	Nil

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Rules for students	01/07/2019	1.Financial Help to poor students 2.Free Education to children of retired C.G. Government Employer 3.National Scholarship to student 4. Under R.T.I. any one free to know about any information

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	40
Plantation	10/07/2019	10/07/2019	50
<a href="#">View File</a>			

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

Plantation, Solar (Capacity - 10 K.W., Make - Electrolyte, Date of Inst - 14-09-2018) plant, water harvesting, Botanical garden, No polythene zone Poster making competition on the theme of Clean India Green India Regular campus cleaning by NSS students

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Yes, it is alive there is no activities is organised

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

[navingirlscollege.com/panel/gallery/AOAR\\_2018.pdf](http://navingirlscollege.com/panel/gallery/AOAR_2018.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

Dr. Radhabai Government Navin Kanya Mahavidyalaya Raipur prioritizes its good academic ambience as the thrust area in its endeavor of generating and disseminating knowledge. It is one of the institutional strengths as recognized by the NAAC peer team in the first cycle of its accreditation. A college, dedicated to the objective of promoting the cause of girls' education since 1986, offers diverse resources for the mind, body and soul helping the students to discover themselves in their own distinct way. Its present status of a post-graduate arts, science and commerce college extends an array of facilities namely, ICT enabled smart classrooms, auditorium, seminar hall, computer lab, library under automation, indoor-outdoor gyms, sports room, common room, huge campus with Wi-Fi and CCTV camera facility, disabled friendly barrier free environment with ramps, tactile pathways, wheelchair, washrooms, eco-friendly atmosphere with provisions of solar energy and rainwater harvesting system, green campus landscaped with plants and trees and several parking sheds. Such multifaceted infrastructure facilitates and enables the students to earn a learning for life experience. In addition to it a set of qualified and dedicated faculty, another institutional strength as identified by NAAC, remains committed to inspiring learning in the classrooms. The teachers here are more of a mentor and learners themselves evolving from the customary pedagogical technique of offline teaching and adapting to the 'new-normal' online teaching methodology. Presently they have resorted to blended teaching mode incorporating the best of ICT enabled teaching with the chalk and duster approach. They make a good use of online resources, e-notes, video lectures, power point presentations and share hand written notes to heighten the classroom experience. All the undergraduate and post graduate classes adopt participative and interactive form of teaching involving assignments, seminars workshops and group discussions to broaden the students' perspective, help in building their self-confidence and inculcate the habit of group working. The slow learners are identified and duly taken care of through tutorial classes in all subjects. The good academic ambience of the institution is complemented and enriched by the NCC / NSS schemes and the sports department of the college. The

participation of students in various activities of NCC and NSS units like the State level Republic Day/Independence Day parade, awareness campaigns, blood donation camps, tree plantation, visit to the leprosy care center etc. has aided in their capacity and character building thereby contributing to the socio-economic development and welfare of the society. Moreover, in the field of sports, the college has produced some of the best talents who have played in the state level events and earned the State Champion title and also participated in the national level tournament and won recognition. It is remarkable to note that the two best practices of the institution namely, Pratibha Protsahan Puraskar, and the Sadbhavana Kosh taken up in the form of incentive to the meritorious and assistance to the deprived respectively, contribute largely in maintaining the good academic ambience of the institution.

Provide the weblink of the institution

<https://navingirlscollege.com/>

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

The Future Plans of the institution have been listed below Value added courses to be opened. Setting up a STEP Cell Setting up of an incubator for startup More self-finance / skill development programs to be introduced. Enhancement of ICT enabled facilities. Enhancement of competencies and placements. Enhancement of industry-institutional linkage. More community outreach programs to be conducted. Enhancement of research-oriented activities. Digitization of office. The institution has setup multiple committees to act for the same. They are advised to frame extensively the structure through which the college is going to manage the above listed activities. The college has started informing the students about these courses of actions.