



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	SETH PHOOLCHAND AGRAWAL SMRITI MAHAVIDYALAYA
• Name of the Head of the institution	Dr. Shobha Gawri
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07701233794
• Mobile no	9479136402
• Registered e-mail	spcanaac@gmail.com
• Alternate e-mail	spcaiqac@gmail.com
• Address	Nawapara- Rajim Distt. Raipur(C.G.)
• City/Town	Nawapara
• State/UT	Chhattisgarh
• Pin Code	493881
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Pt. Ravi Shankar Shukla University, Raipur(C.G.)				
• Name of the IQAC Coordinator	Dr. Manoj Kumar Mishra				
• Phone No.	07701233794				
• Alternate phone No.	07701234094				
• Mobile	8602671906				
• IQAC e-mail address	spcaiqac@gmail.com				
• Alternate Email address	spcacollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://spcacollege.ac.in/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://spcacollege.ac.in/files/Acadmic Callender 2022 23.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.20	2017	30/10/2017	29/10/2022
Cycle 2	B++	2.94	2023	19/07/2023	18/07/2028
6.Date of Establishment of IQAC			11/06/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Mathematic	Mathematics day	CGCOST	2023	25000	
Science	Science Day	CGCOST	2023	25000	
8.Whether composition of IQAC as per latest			Yes		

NAAC guidelines		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. In lieu of the NAAC second cycle inspection, the IQAC had grouped and groomed faculty into different teams based on the NAAC criteria. These teams were entrusted with the responsibility of the seven criteria. As a result the college has been to attain B++(CGPA of 2.94).</p>		
<p>2. The IQAC in collaboration with the various departments took the initiative and organized a number of seminars on women hygiene, mental health management, , invited talks, celebration of science day, Mathematics day, workshops on Advanced research methodologies, and certificate courses for students on computer skills and accountancy. In association with the Institute innovation Council they have organized seminars on entrepreneurship, start-up and outreach programmes at bear by schools for the same.</p>		
<p>3. IQAC has motivated departments to enhance the collaborations, linkages and MoU's as an outcome the college has been successful in signing new MoU's and initiated collaborative activities with them as well.</p>		
<p>4. Purchase of new relevant equipment such as Interactive smart board to facilitate better curriculum delivery.</p>		

5.Ensured active functioning of the corresponding bodies to promote employability opportunities for students, by conducting special sessions on personality development, entrepreneurship, IPR to facilitate growth toward Viksit Bharat.

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

Plan of Action	Achievements/Outcomes
Plan to build New class room and Lab	New class room has been built
Plan to purchase the new computer	New computer have been purchased
Extra curricular activities	Conducting co-curricular activities through NSS, NCC and Redcross Activities like tree plantation, Blood donation, cleanliness, program, Dental campus, Yoga day and various social activities
Organizing Seminar, Workshop and Guest lecture	Most of the department organize seminar, workshop and guest lecture on a timely bases by which all the students and staff were highly benefited and staff research activities is improved
Plan to Do MOU's and collaborative activities	IQAC has motivated departments to enhance the collaborations, linkages and MoU's as an outcome the college has been successful in signing new MoU's and initiated collaborative activities with them as well
Distribution of work to faculty member for NAAC second cycle inspection	In lieu of the NAAC second cycle inspection, the IQAC had grouped and groomed faculty into different teams based on the NAAC criteria. These teams were entrusted with the responsibility of the seven criteria. As a result the college has been to attain B++(CGPA of 2.94).
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Governing body	17/02/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023	20/01/2023

15. Multidisciplinary / interdisciplinary

We have the mobility to offer the multidisciplinary and interdisciplinary subject choice to the students as we have Arts, Science, commerce, computer ,IT and education in the same vicinity. But being an affiliated college of Pt. Ravishankar Shukla University, we do not have the direct rights to make changes in the syllabus or implement the same to our students as university has not given any guidelines or instructions for the multidisciplinary and interdisciplinary subject choice to the students. So far as NEP - 2020 is concerned we are preparing to offer multidisciplinary and interdisciplinary education. It will also be possible to offer these multidisciplinary and interdisciplinary subjects to the other constituted and affiliated colleges of the University. The college at its level is trying to encourage interdisciplinary education by running to value aided courses viz. financial literacy for arts and science students and computer literacy for all the other streams.

16. Academic bank of credits (ABC):

As per the directions of the affiliating university we have already implemented the ABC system. Our affiliating university has made it mandatory to open an ABC account before filling the exam forms for the session 23-24.

17. Skill development:

To oversee daily class and other events, a separate coordinator has been appointed to take care of skill development trainings. We have been successfully training our Biotechnology students for mushroom culture and vermi-composting . Every year we conduct workshops for students of nearby college for mushroom culture and plant tissue culture as they don't have either facility. Looking to the needs of new education policy (NEP) the college is planning to set a skill development incubation center for various skill-based courses.

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

Our College imparts education in both Hindi, and English in which students can write their test answers. The majority of the locals are from the Chhattisgarh and therefore the language of communication is Chhattisgarhi too. The college has always worked to support Indian culture by giving students plenty of chances to demonstrate their familiarity with our Indian knowledge systems and by encouraging traditional arts. All the Indian festivals like Basant Panchmi, Vishvakarma Jayanti, Holi etc are celebrated. SPCA has always been proactive in promoting Indian culture. Students have bagged several awards by presenting their folk dances in different occasions Panthi, Suwa, Karma etc. Students have won prizes for poetry recitation in Chhattisgarhi. Subjects like Indian History, ethics and values of Indian culture are offered in order to inculcate sense of national integration, culture and civic sense among the student community.

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

Efforts have been taken by the faculty members in the Institute to fulfill the objectives and achieve the target as per the structural curriculum provided by the Pt. Ravishankar Shukla university Raipur. Variety of approaches in teaching Learning process like lectures, seminars, tutorials/workshop/practical and project based learning field work, are being adopted by the institute. The Course Outcomes(COs) are also aligned to the Program Outcome / Program Specific Outcome / Program Education Objective (POPSO-PEO) philosophy and outcome evaluation conducted course wise as well as at the program level.

20.Distance education/online education:

Distance education/online education: The college has always attempted to do its best for the students' overall development while also considering the rising demand of the students study center of Pt. Sunder Lal Sharma Open University have been established at the college. Since the past 20 years, the college's study center has operated effectively. The coordinators are available for students to reach at any time with questions about the courses. Contact classes and doubt classes are arranged for these students. Students do not need to travel anywhere for the admissions procedure because it is entirely

Extended Profile

1.Programme

1.1

17

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		1724
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2		989
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		411
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		65
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		14
Number of sanctioned posts during the year		

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	39
4.2 Total expenditure excluding salary during the year (INR in lakhs)	58.30826
4.3 Total number of computers on campus for academic purposes	136

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to Pt. Ravishankar Shukla University, Raipur, C.G. and adopts the academic calendar and implements the curriculum prescribed by the University. However, the college formulates its action plan in terms of course plan, subject allocation, teaching methodology, faculty diaries, departmental time table, feedback from stake holders, career guidance, syllabus completion monitoring. Senior faculties of the college are members of the University's Board of Studies committee.

Subject allocation is done well in advance, before the commencement of the new session enabling the teacher to meticulously plan their course, which will comprise of the lesson plan, teaching methodologies, practical sessions, assignments, seminars, industrial visits, workshops, projects etc. Student attendance and course conduction is monitored on a regular basis through the faculty diaries. Student performance is assessed across departments continuously by assignments, presentations, projects, unit tests, practical demonstrations, discussions etc. Bridge courses are mandatory in selected departments where it is required to help students transition from one stream to another. Value education, soft skills, personality development and motivational workshops, seminars lectures, yoga are conducted for students as well as all

faculties.

Teaching staff are encouraged and provided with financial assistance to attend orientation, refresher and faculty development programs, participate in seminars, workshops etc., and to present scientific papers at local, national and international conferences as an opportunity to enhance their research momentum, theoretical and practical skill sets in order to stay refreshed in their subjective knowledge and with the dynamically developing academic sector.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Our college meticulously plans all of its events, including the Continuous Internal Evaluation (CIE), according to the university's calendar. Every department then creates its own calendar after the institute creates an institute-wide calendar. The Institute's calendar of events provides information on the total number of working days and holidays, as well as dates for its signature programs and CIE. With the exception of unanticipated circumstances, all activities, including CIE and academic activities, are carried out in accordance with the event calendar. Faculty members can better arrange their course delivery, research projects, extracurricular activities, and academic work with the use of academic calendars. Department heads keep a close eye on and oversee the fulfillment of the syllabus in accordance with the faculty members' lesson plans.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in A. All of the above following activities related to curriculum development and assessment of the affiliating University and/are represented on the

following academic bodies during the year.

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG

programs Design and Development of

Curriculum for Add on/ certificate/ Diploma

Courses Assessment /evaluation process of the

affiliating University

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

3

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The Education department, NSS, NCC and RCS groups of the college are highly motivated and proactive. The students of these groups are involved in the initiation and conduction of awareness programs related to various issues. To address awareness related to sensitive social issues, they conducted 'nukkad natak on good and bad touch', posters competition on issues related to a girl child. They also organized activities related to healthcare like AIDS awareness, hygiene awareness, vaccination of pregnant women,

With regard to the environment and sustainability, the college as part of the curriculum offers Environmental education as a core course. This is mandatory for the undergraduate students. The college also involves students in activities like Green India, clean India, Tree plantations and Swach Bharat Abhiyan.

Seminars and workshops are arranged for personality development career counseling on routine basis

Considering the holistic development of a student the college addresses Gender related issues, its related sensitivity and human values on a timely basis through seminars and other activities.

Further, the college also practices gender equity by representation of women all important committees as per the rules and regulations of the statutory authorities

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

06

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

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

164

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1724

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

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

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

1556

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

2.2 - Catering to Student Diversity

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

The College provides information regarding the college in the prospectus before the admissions. The college admits students majorly based on merit while also providing special opportunities to the financially weaker classes. Thus, the college harbors students from various socio-economic and academic backgrounds.

The college assesses the learning level of each student as a continuous process from the start of the session through varied academic activities such as unit tests, presentations, seminars, quiz, model preparation, projects etc,. These activities are varied across the departments. The appointed class teacher/mentor analyzes the academic performance of the students, based on which advanced learners are encouraged to take part in symposia, workshops and seminars to gain knowledge in recent trends and current affairs in their subject related topics. Advanced learners are provided with special coaching or training by the in-house faculty, TET coaching, they are also provided access to extra books from the library. Resource persons from various fields of expertise are often invited as guest speakers to share their advanced subject related knowledge and experience with the students.

Those students attaining below 40% are categorized as slow learners. These students are encouraged to approach their teachers for special assistance. Extra classes scheduled as per the requirement and revision sessions are conducted after syllabus completion to benefit the weaker students and those absent for the scheduled lectures. Question banks are prepared by the departments and are made handy to all students. Teachers are accessible during the college hours for subject discussions and student counseling.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1724	65

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The pedagogy adopted by the college is interactive and highly student centric. The process focuses on student learning which is supported by other activities that aid in their holistic development. Teachers, commonly used the chalk & talk blackboard method and any visual aid be it powerpoint presentations, videos, demonstrations etc. for lecturers.

The teaching process is followed by implementation of student learning strategies which include periodic conduction of unit tests, quiz, seminars, viva-voce, presentations etc., to ensure the process of learning. Assignments, Unit tests, brainstorming, projects, are included as part of the internal assessment process to encourage independent learning. Extra classes are provided to the weaker students

Participative and Experiential learning: Participative learning is encouraged by Seminars, presentations, quiz, group discussions, conferences, workshops/ Quiz competition, Cultural, Sports, NCC and NSS activities.

Experiential learning is supported by field visits, industrial visits, educational tours, extension activities, student short term projects and extended activities by student clubs including the Cultural Committee, Sports Committee, Career counseling and placement, Red ribbon club and NSS. The NSS volunteers facilitate

experiential and participative learning by organizing activities, workshops and other events closely with the community..

IIC: The College recently constituted its Institute innovative Council as per the guidelines of MoE. This council aims at promoting entrepreneurship, skill development, innovation and start-up ideology among students by exposure to field trips, seminars, motivational talks by innovators etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

I

The onset of the pandemic and the new normal has made each one of us realize the importance of Information and Communication Technology (ICT) in education. Further, incorporation of technology with the traditional mode of teaching can facilitate better understanding and can assist students in long term learning.

The college provided a variety of ICT tools that are easily accessible. The college has 131 Computers, 5 projectors, 5 laptops, 18 printers, 2 Xerox machines, licensed software and a Wi-Fi campus.

Faculty members of the college use ICT to improve the teaching and learning process. Classrooms are provided with the technology required for hybrid mode of teaching, PowerPoint presentations are commonly employed by faculty for teaching. It is a mandate for students to give their seminars and make their presentations using power point, thus also making them industrial ready. Students are encouraged to explore various academically relevant online search engines and websites to prepare effective presentations. Google forms are used to conduct Online quiz, unit tests, class tests and to collect feedback. Video conferencing applications like google meet and zoom, are used to conduct webinars, online workshops etc,. E-library facilities for students and teachers. The library provides access to computers and online journals freely available in public domain and also to journals with subscription on the request by the faculty. Students can avail E-resources and e-books through the

internet access provided. The digitally auditorium equipped is used for industrial connect activities like guest lectures, expert talks, career guidance sessions and celebrations.

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

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

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

65

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

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment system incorporates the evaluation of a plethora of academic related activities. Students are assessed as a continuous process throughout the session. The evaluation system varies with the department and may be subject specific. The system is independent of any prescribed system by the university. Students are evaluated for various activities that are conducted regularly during the session that may include:

1. Unit tests/class test that are conducted to mark the completion of each unit.
2. Assignments: Students are assigned advanced topics related to the subject as written assignments.
3. Seminars/presentations: Topics for seminars are given for which prepared and deliver power point presentations.
4. Students are also scored for their participation in the class, during the practical sessions, events, conferences, workshops

etc,.

5. Attendance

6. Projects

A weightage of the evaluated activities are averaged to an overall internal score that is prescribed by the University. There is no provision in the curriculum of the affiliating University for addition of internal marks in degree courses.

The system is transparent as the notification and evaluation of each of these activities is shared with students and discussed as well. Related notifications are displayed on the notice boards of the departments. The evaluated test papers are made available for student review and discussion. Students concerns raised in regard to evaluation are taken up primarily by the concerned teachers, then by the department head and finally by the grievance committee as per the regulations and statutes, as required

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Students having grievances with the internal evaluation process or internal marks attained can primarily approach the concerned subject teacher, who will discuss the performance of the student and counsel the student in accordance. However, still unsatisfied the students may then convey their grievances in order of hierarchy to the Head of the department, to the Head of the institution and finally may be addressed by the grievance committee of the Institute as per the regulations and statutes. Transparency is achieved by mandating the presence of the student at every stage. However, till date all student grievances with regard to evaluation have been dealt, sorted and closed at the level of the subject teacher itself, with no necessity for it to be addressed at the Institute level, hence the process has been highly efficient in terms of the time parameter.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Seth PhoolchandAgrawalSmriti College is affiliated to Pt.RavishankarShukla University. The college adopts the syllabus prescribed by the University. Programme and Course outcomes have been prescribed by the university only in 2022-2023. The college till then had determined a framework to ensure that teaching-learning is accomplished. This framework is as follows:

1. Syllabus of the program is made available to the respective Head of departments well before the start of the session.
2. The HOD then distributes the papers among the faculty, makes a hard copy of all the papers along with the determined learning outcomes which is made available to the faculty.
3. The time-table of the session is outlined by the faculty during the departmental meetings which is then approved by the Principal.
4. The syllabus and time-table is communicated and made available to the students at the commencement of every session.
5. The teacher prepares a teachers diary which includes a lecture plan, schedule for assignments, time table and academic calendar.
6. The sessional marks, assignment marks are recorded in the teacher's diary during the session to enable the teacher to assess the student learning on a regular basis.
7. The results obtained by the students along with the academic feedback are considered as proof outcomes attained.
8. The feedback reports and results analyzed are then discussed at the IQAC meetings which are then followed by implementation of necessary action in the upcoming sessions.
9. Meritorious students and felicitated at the end of the sessions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. For better outcome of course Scholarship are provide to student who got 80% or above in previous year examination.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

508

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://spcacollege.ac.in/files/aqar/sss.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects /

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

0.50

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

2

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

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

2

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

3.2 - Innovation Ecosystem

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

Departmental Club: The various departments of the college have formed student clubs such as Ramanujan Raman Vigyan Parishad (RRVP) (Maths), Param club (Computer Science, Science Club (Biotechnology and Botany) Biochemical Society (Chemistry), and Commerce. These clubs promote and foster research temperament in students. Students are encouraged to make presentation with emphasis on scientific discoveries, burning research topics, social issues related to the subject and so on.. The Science Club hosts discussions and poster contests, encouraging students to engage in innovation and research. The club activities are published in a magazine by Ramanujan Raman Vigyan Parishad (RRVP).

The sports club hosts indoor and outdoor games, yearly sports day, and encourages participation with training for intercollegiate, state, and national levels competitions.

Establishing MHRDs Institution Innovation Council (IIC)

SPCA's Institution Council (IIC) aims to foster an innovative culture among students in various divisions. The initiative, supported by the Ministry of Human Resource Development, encourages and develops young students through entrepreneurial skills, startup development, and innovation. The upcoming IIC quarters will focus on idea generation, design thinking, critical thinking, and design development, enhancing students' research abilities and creativity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

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

04

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

02

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

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

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

07

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

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

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

25

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

3.4 - Extension Activities

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

The college hosts extension programs to engage the community and foster student growth. Students participate in community service projects through the National Service Scheme, National Cadet Corps Units, and Red Ribbon Club. These initiatives address social issues through activities like cleaning, planting trees, and building roads. The college's NCC unit, focuses on fostering bravery, discipline, patriotism, character development, and selflessness. The college's NCC unit and various departments are implementing outreach initiatives like national equality, road safety, health, and tree planting to educate students about social issues and promote responsible citizenship. RCS, in collaboration with NSS, hosts events like blood donation drives, social debates, and competitions to build leadership skills, self-worth, and community relationships. It raises awareness about social issues like domestic violence, child abuse, Beti Bacho Beti Padhao environmental issues, women's empowerment, road safety, health, dowry etc., through extension and outreach programs, exposing students to practical as well as legal remedies. The college also organizes programmes such as Blood Donation, Free Health Check-Up Camps, Environmental Awareness, Personal Health and Hygiene, Diet Awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic Eradication, and Personal Group Detection to instill moral and social values in the upcoming generation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from

Government/ Government recognized bodies year wise during the year

08

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

24

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1065

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

06

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Seth Phoolchand Agrawal College is spread over 5.1 Acre of land. It has a built up area of 6340.862 which includes the hostel, canteen, guest house . The college is surrounded by greenery and has ample plantations of environmentally relevant plants that generate oxygen and reduce carbon dioxide. There are 39 class rooms, which are well-lit and provided with the optimum furniture required for the student and faculty 4 number of classrooms are provided with the infrastructure (LCD projectors and Wi-fi) that is required to conduct classes online as well as in hybrid mode. The college has 15 laboratories they are spacious and provided with ample light and ventilation. The Centre is equipped with 135 computers that cater to the practical needs of the students, they also render support in terms of digital tools required for the teaching purpose. The College has a separate sound proof, air condition Auditorium , The Auditorium can accommodate around 250 people. The library is located in a silent zone on the second floor of the college building. It is fitted with seating for students, storage and cabinets for storage ad display for books, magazines, Journals etc. Girls are provided with a separate enclosure on the 1st floor, adjacent to the rest rooms in order to attend to their personal needs. A separate room is provided for use as a mini-gymnasium which is equipped with the required machines and instruments

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college gives utmost priority to the all-round development of the students. The academic curriculum is supported with provision for co-curricular and extra-curricular activities that aims at the holistic development of the student. The College is equipped with the on-campus facilities required for the comprehensive development of the students, however due to space limitation the college has attained permission to use the mini stadium of the municipality that is off campus however, just 500 mts (approx..) away.

On campus facilities and infrastructure available for students:**Sports:**

Outdoor games: The college campus itself has sports ground for basket ball, ball badminton and archery. It also have permission to use the mini stadium of municipality. Running events sports and track events as well as cricket matches are organized every year at the mini-stadium of Gobra Nawapara municipality which is located 500 meters away from the college building.

Indoor games: Badminton and tennis court, table tennis, Chess and Carom boards are available. The ground floor has an open air badminton court. A sports room is provided for all the other table top games including table tennis, chess, carom etc.

Gymnasium: With focus on health and fitness, one of the rooms on the ground floor is reserved for the use as a gymnasium. The gymnasium is equipped with a treadmill, multigym-9 stations, Sit-up stand, plate rod, thigh pressure machine.

N.S.S, N.C.C (Army), N.C.C (Navy): All required equipments are available for their complete training.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

21

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

58.32806

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library is housed on the 2nd floor of the building and covers an area of 29 X 80 Sq. ft. The Library has a reading hall that can seat 100 students at a time. The reading rooms are peaceful and provided with ambient light and ventilation. Students also have access to the digital library through computer systems that are provided with internet facility. Separate enclosures are maintained where textbooks, reference books, competitive examination books, scientific journals, magazines and newspapers etc., are organized. The college Library is partially automated. Digital library has access to a bandwidth of 200 Mbps. Students have access to 6 computer systems. The library is subscribed with N-LIST (National Library and Information Services Infrastructure for Scholarly Content) which enables the users to access more than 5000 e-journals and 200000 e-books, e-shodhsindhu through Inflibnet's N-List membership which assigns a login username and password. Faculty and Students can also access the online depository of Indian theses namely Shodhganga through the Inflibnet. Faculty members are provided access to online books. Subscription to specified journals can be requested for as well. The library has a Xerox facility which enabled students and faculty to make copies of the required articles, reference book etc. The library has about 18358 books related to Life Science, Technology, Social Sciences, Computer Sciences, Commerce and Management Arts and Humanities, Education and many more

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

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

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

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

2.62723

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

185

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college updates and maintains all its IT resources and facilities regularly

1. All IT related equipment and support systems like computers, projectors, monitors, printers, webcams, power adaptors, batteries, UPS, RAM, Motherboards, microphones, speakers etc., as required are maintained/repaired or purchased.
2. Software and apps such as Linux, android apps, website dynamics CMS and domain have been purchased and updated on a timely basis.
3. An Yearly update of Quick heal antivirus is done.
4. A major part of the campus has be Wi-Fi enabled
5. The library is facilitated by internet through the LAN
6. The BSNL broad band with 200 Mbps bandwidth supporting the Wi-Fi enabled campus is upgraded and maintained regularly.
7. License for zoom had been purchased for conducting classes and hosting webinars during the pandemic. It is renewed as required.
8. The college official website and social media sites are updated periodically.
9. The College has 131Desktops and 05 Laptops for College Staff and Students
10. There are 5 LCD/Projectors that are provided to the respective departments and are regularly maintained/serviced as required by the ICT centre.

A full time hardware technician is appointed for the maintenance of computer labs. Timely up gradation and renewal of software, license, purchase and repair of required hardware, Wi-fi maintenance, upgrade of bandwidth etc., are done periodically.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

58.30826

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Institution maintains its established systems directly or through committees as follows:

1. The physical infrastructure is maintained as a regularly process by a full-time carpenter, plumber, painter and electrician.
2. Cleanliness and hygiene of the campus and facilities are maintained by cleaning staff who are appointed full-time.
3. Laboratory Equipment and instruments: Every department has their stock own registers. These registers maintain a list of chemicals, glassware, equipment and other instruments used in laboratory. An internal audit of the stock registers is done annually.
4. Computer laboratories: A full time hardware technician is appointed for the maintenance of computer labs. Timely up gradation and renewal of software, license, purchase and repair of required hardware, Wi-fi maintenance, upgrade of bandwidth etc., are done periodically.
5. Maintenance of Library/ Library Materials: Accession and withdrawal/dead stock registers are regularly maintained to keep the record of updated and dead stock accessions.
6. Sports Equipment: The sports department regularly maintains the stock register for the various indoor and outdoor sports equipment and materials.
7. Academics: The College is affiliated to Pt. Ravishankar University, and follows the prescribed syllabus of the University. Dr. Ajay Sharma (HOD Mathematics), Dr. RajeshwarVerma (HOD Geography), Dr. HemlataSahu (HOD Education Dept.), Dr. Rajesh Shrivastava (HOD Hindi Department) represent the college in curriculum design and development as members of the Board of studies at the University.
8. The hostel in-charge along with the team reviews and takes care of the hostel maintenance, and its procedures as per the prescribed rules.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1211

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

109

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://www.spcacollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

511

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

511

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

220

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

24

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

10

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The Students' union of the College is formed as per the guidelines of the University The student members of the Students' union help the College in Planning and execution of various co curricular and

extracurricular activities in College such as NSS, NCC, Sports Events, Annual Social Gathering, Inter Collegiate competitions, conferences, cleanliness drives, etc. The Union consists of following member as office bearers President, Vice-President, Secretary, Joint- Secretary and Class representatives. The Committee is headed by the Principal and student in charge. As per the guidelines of the NAAC, the student members are included in IQAC. They attend the meetings and take active part in the deliberations. The student members of Students' Union participate and help in organization of all the programs organized in the college such as blood donation camp, Cleanliness drive, voter's awareness, program, workshops, Anti Ragging Committee includes student's representatives and works as per the guidelines of the University Grants Commission (UGC). Apart from this there are other working committees like Arts club, Science Club, Commerce club, Computer club (Param) These club take care of organizing different activities in the department. Another group of students namely "Aryan Group" works for all the social activities organized by the college for the society. They voluntarily work for the up-liftman of underprivileged group. Some of their noteworthy activities are 1. Collection of old clothes and distribution in the slum Distribution of blankets to the poor Motivating children for studies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

19

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The contributions of alumni extend far beyond their time as students, playing a crucial role in the sustained growth, development, and success of college. They often make small financial contributions through donations and endowments. Their networks provide valuable connections for current students, facilitating mentorship (especially for NCC and NSS students) internships, and job placements. Alumni bring their diverse professional experiences and expertise back to the college community. They serve as guest speakers, participate in career council panels, or offer workshops, enriching the educational experience for current students. Alumni often play a role in recruiting graduates for job opportunities within their companies or industries. Alumni frequently participate in mentorship programs, guiding students in their personal and professional development. This mentorship helps students plan to overcome challenges and make decisions about their academic and career paths. Alumni, especially those who have achieved success in their fields, contribute to the positive reputation of the college. Their accomplishments become a source of pride for the institution and attract attention from prospective students, faculty, and donors. Alumni serve as ambassadors for the college, advocating for its interests in various forums. Their positive experiences and testimonials contribute to the public relations and marketing efforts of the institution. They actively participate in all the programs organized by our college

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The leadership, governing and statutory bodies has constituted well-defined vision and mission, which serves as a framework, to determine goals and accomplish outcomes at different levels. The Principal is the head of the College, works in close consultation with the Governing Bodies that design and implements policies and practices to ensure it is streamlined with the accomplishment of the defined vision, which aims quality education, enhance human values, professionalism and scientific loom to all sections of students with special focus on female and underprivileged students The vision and mission of the college is not static and is continuously evolving to meet the dynamic demands of students and society.

To translate the vision into reality, the institution:

1. Embraces students from all sections and categories especially addressing the needs of the students with focus to provide quality higher education.
2. Provides scope for multifaceted development of youth.
3. Exposes the students, academic and extra-academic activities, for overall development.
4. Inculcates humanistic and social values to motivate students towards community services.

5. Inspire young minds foster critical thinking to achieve creative excellence.

6. Promotes quality research; sensitize the students on issues relating to ecology, environment, human rights and gender equality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The day to day administration of the college is done by the Principal. Authority is delegated in a horizontal manner by the Principal to the HODs, Class teachers and other representatives. The NAAC initiated, IQAC, is a central structure which works with all departments to ensure that quality is the priority in the education system of the college. All departments have relative autonomy in managing their academic activities in accordance with the University norms. The HOD informs the Principal about their events, activities and academic progress on a regular basis. The IQAC under the authority of the Principal convenes meetings with HODs to discuss quality and assessment related matters. Besides the IQAC there exists various Staff and Student Council Committees and statutory bodies that ensure that the academic, co-curricular, extra-curricular, cultural environment is maintained to ensure attainment of the prescribed objectives and holistic development of the student with assured quality. Student opinions and suggestions are of priority to the governance, and are voiced by the Institutes Student Council. Timely feedbacks from various committees are taken along with academic feedback from stake holders, these are analyzed, suggestions incorporated and considered for implementation in the next cycles.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is affiliated to Pt. Ravishankar Shukla University and is governed by its ordinances and service rules. The institutional hierarchical chart is provided which is headed by the chairman Shri Manmohan Agrawal. The governing body consists of 11 members. The Principal is a special invitee at the Governing Body meetings. . The administration of the college is done by the Principal. Authority is delegated in a horizontal manner by the Principal to the HODs and other representatives. All departments have relative autonomy in managing their academic activities in accordance with the University norms. There are a number of committees that have been established to co-ordinate the various aspects. The Principal interacts with the heads of department, course coordinators and individual faculty in their capacity as heads of committees when required. The quality policy of the college is mentioned in the vision and mission statement and is embodied in every plan and activity undertaken by the institution. The college strives towards promoting and achieving excellence and providing quality education. Some of the important endeavors include the establishment of the IQAC and MoU with nearby Government

Colleges to facilitate resource sharing and research.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal is an interface between the Governing Body, monitoring authority and faculty. The Principal works in tandem with the Governing Body, to design and implement policies and plans, of administrative and academic importance..

IQAC implements and reviews all educational aspects such as Academic calendars, examinations, student progress, academic feedback including benchmarking. Fund for Research is allocated in the annual budget to support the faculty members. Performance points are allocated in yearly self appraisal for faculty which is converted

into monetary benefits. The library encourages procurement of a larger number of titles as per the recommendations of Faculty. Teaching learning is strongly supported by the departmental committees, HoD's, Library, ICT department and Student council.

Administration: HR Appointments staff as per the university norms. The admission committee, co-ordinates the admissions as per the University. The Principal is assisted by the office with its general administration and accounts staff.

The institution's perspective plan for development is dynamic and rolling that continuously evolves according to the academic and administrative requirements. Strategic planning is done at the macro and the micro level by the Governing bodies and other committees which address the academic progression in the areas of infrastructure, extracurricular activities, research, and placements.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.spcacollege.ac.in/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The leadership, management and governing bodies work ensure potent welfare measures for the well-being of the staff members.

The welfare measures rendered are as follows:

(i) EPF and ESIC schemes.

(ii) Temporary advance are given to staff on request.

(iii) Under special conditions members are allowed to bring along their wards a make shift arrangement of a separate room is provided.

(iv) Study leave for higher studies

(v) Financial assistance for Refresher courses, workshops, paper presentations, FDP etc.,

(vi) During the pandemic, the deceased staff's spouses were provided with employment in the college.

(vii) Seed money to support research of teaching staff.

(viii) On duty leave is for presenting papers, attending conferences/seminars, FDP etc.,

(ix) Faculty Performance appraisal based on teacher performance evaluated in terms of student feedback, research publications, paper presentations Development Courses, awards and achievements is converted to monetary benefit.

(x) The self-appraisal forms of non-teaching staff is based on their punctuality, sincerity and devotion towards college responsibilities deployed to them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops

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

35549

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

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

25

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

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

A precise system of Performance Appraisal for teaching and nonteaching staff has been put in place. Faculties submit their Annual Self Performance Report every year at the time of appraisal which are issued by the designated authority.

Performance appraisal of the teaching staff is inclusive of the following:

1. Self-assessment forms are at issued at the IQAC office at the time of appraisal. The self-assessment

form is filled by faculty members and submitted with supporting proofs.

2. Teaching Assessment Questionnaires completed by students are collected for each faculty and

analyzed.

3. Teacher Assessment Questionnaire results are discussed with the faculty members.

4. Feedback is taken from heads of departments.

5. Feedback provided by students at the student council meetings is also considered.

6. The Self-appraisal forms of the teaching faculty along with feedback on performance and development are screened and evaluated by the designated authority and an appropriate decision is taken on

the basis of such evaluation.

7. The Appraisal reports are directly discussed with IQAC coordinator and converted into points.

8. The Points earned are converted to monetary benefits which have led to tremendous motivation of the faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

An annual statutory audit is conducted by external auditors appointed by the college.

Financial Audit Determined to preserve transparency and accountability with regard to financial matters, a regular mechanism of audit is functional for Government and Management accounts. The accounts are maintained by the Accounts Section.

External Audit

External financial audits are conducted by external auditors appointed by the college (Rasik Chauhan & associates) Various Audit Certificates are maintained like PF account, ESIC , Tuition Fees Account, University Fees Account, Special Fees Account, General Non-Salary (GNS) Accounts, Funds from Government agencies minor projects are externally audited. Management accounts undergo External audit by authorized Chartered Accountant, Internal audits are conducted annually by the accounts section that maintains the accounts of the institution which is verified by the Principal. An annual report of the Management account is placed for discussion and approval before the Board of Management. Internal Audits are also conducted annually for department wise activities, individual projects from non government bodies, funds from non-government bodies, philanthropists and accounts of the Alumni Association, Cells, Clubs and Committees. College takes utmost care in rectifying the queries raised in audit report if any.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0.609

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

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

1. Financial resource utilization is supervised by the Principal and Management.
2. The accountant apprises the Principal in daily finances.
3. The college is private unaided, the only source of revenue is student fees.
4. Departmental requirements of instruments, chemicals, furniture, books etc. are collected and procured, at the start of the financial year.
5. After admission the annual budget is prepared in consent with the Accountant, Principal, and Chairman.
6. Funds were received from CG COST for the, celebration of mathematics and Science day.
7. The institute runs on no profit no loss basis therefore, the need of corpus fund is met by allocating two percent of the total fees collected for the same (which comes around to 2.5 lakhs).
8. We receive funds from Red cross society to organize health care related awareness programmes.
9. The college raises funds for underprivileged students unable

to receive scholarship under Setu Sahayata Kosh scheme.

10. Students who lost their parents or the earning member of the family due to covid pandemic are also supported under this scheme.
11. The college has applied to state government for a salary grant.
12. An annual statutory external audit is conducted.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC strives to achieve excellence in academic, administration and progress in student development. It works with the Principal, Departments and the various committees' members to revise and upgrade processes, pedagogy and assessment methods for academic development and progress. The IQAC reviews the data from various sectors of the institution, its stakeholders and lays down parameters for quality improvement, by continuous monitoring to achieve the required benchmark.

(i) IQAC convenes regular meetings

(ii) Prior to the session IQAC reviews all academic calendar and time tables.

(iii) Student progression and attendance is monitored through the teacher's diary.

(iv) Result analysis is reviewed;

(v) Syllabus completion is reviewed on a timely basis.

(vi) Documented Teaching feedback is reviewed and faculty counseling is provided.

(vii) Feedback of Stake holders is collected and reviewed, areas requiring improvement are identified and solutions recommended.

(ix) Under the guidance of the IQAC the college has designed its own code of conduct.

(x) Academic and administration decision and their outcomes are reviewed.

(xii) FDP, Students development Programs, seminars, personality development sessions and

workshops are organized to enhance and support the quality of education.

(xiii) Faculty research projects are encouraged, seed money is provided for faculty research

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Teaching Assessment Questionnaire (TAQ) is a tool used college to assess teaching of all courses in the curricula to ensure faculty accountability. It is administered manually. External and internal results are analyzed and reviewed to help faculty customize the teaching-learning-evaluation approach for the batch in the following semesters.

Institute IQAC plays an important role in reviewing the teaching learning process and focuses on effective implementation of Outcome Based Education (OBE) for all the programs. As per the guidance of IQAC the institute has been practicing different teaching learning practices like Experiential Learning, Participative Learning, Problem Solving Methodologies etc. Institute encourages students to attempt new things and learn from their errors through a participatory learning culture. The IQAC has recommended use of ICT and student centric methodologies. The IQAC evaluates the outcomes of these processes of teaching learning periodically. The outcome of IQAC initiated processes is reflected in students' performance in the university exams, placements, enrolment for higher studies etc. At the end of academic year IQAC conducts the academic and

administrative audit, reviews as well as records the attainment levels and suggests various activities for incremental improvement. MoUs have been signed with different industries for skill enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college strives to ensure a safe place for girls and has undertaken several initiatives to promote gender equity, gender sensitization and empowerment of women

Our ICC is very active to solve problems related to gender.

During admission preference is given to female candidates with fee concession extended to deserving candidates.

In the college conducts seminars, debates, group discussions for boys and girls on a single platform, awareness programmes and workshops on women's empowerment and gender sensitivity. For

to include representation of women in all important Committees of the College as per rules and regulations of the Statutory Authorities. The department of education organizes awareness drives, such as 'BetiBachaoBetiPadao' and celebrate daughters day.

The institute provides space to the needed faculty members for day care of their wards. Post natal mothers are allowed to leave the campus as per their requirements.

CCTV coverage: The campus is under CCTV vigilance to ensure the safety of students especially of girl students.

The College conducts a gender audit on a regular basis and has observed and an increase in number of women admissions.

File Description	Documents
Annual gender sensitization action plan	http://www.spcacollege.ac.in/files/aqar/criteria711.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	www.spcacollege.ac.in/files/aqar/criteria711.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The solid wastes such as paper, leaves, dry barks, waste food, peels of vegetable etc,. that are obtained on the campus as wastes are collected and in pits that have been made. These wastes are then on a timely basis added to the vermin-composting bags and pits. This vermicompost once prepared and packaged and sold and also utilized as manure on campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **D. Any 1of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Initiatives are being taken to advance education, economic opportunity, and establish a sense of community. College organizes extension activities for students as a part of Educational Social Responsibility. The activities are targeted towards enabling a holistic environment for student development. Many students come from the neighboring villages not only belong to socially disadvantaged communities but also to economically poor background and mainly depend on the scholarship. Students who come from economically weaker families and are not able to get scholarship or any other source are supported with fee concession under Setu Sahyata Kosh scheme. The college promotes interaction between Institutes and its neighboring communities so students are responsive to community needs. The college effectively operates the National Service scheme, the National Cadets Corps, and the Red Ribbon Club.

Programs are conducted on mathematics day, Hindi divas, independence and republic day, NCC day, Teachers day, AIDS day, world environment day, etc .Religious festivals like Navratri, Diwali, are also celebrated. Cultural activities like teachers day, welcome party, farewell party etc are also organized. Every year college celebrates annual day "Anugoong". Personality development lectures, English language classes and career counseling for students are also organized time to time for all round development of students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

College NCC units are grouped into 27 CG BN NCC RAIPUR and CG Navel Unit NCC units. It aims to develop qualities such as courage, patriotism, discipline, character building and self- service. Red ribbon club organizes awareness programmes specifically for HIV. All the units conducted awareness program during covid-19 for prevention and control of disease. Mask distribution and vaccinations were arranged from the college for locals. NSS students actively participated to educate and create awareness to take preventive measure The college staff donated one day salary for covid relief fund in Chief minister covid relief fund. College takes active participation in rajim kumbh mela which is organized ever year during February- March. Our NCC and NSS students actively help government for maintaining law and order during the mela hours.

Every year during a 7-day residential camp in nearby villages, NSS volunteer are trained to address social issues such as cleanliness, tree planting, road construction, shramdaan, social interactions, group discussions, and superstitions, environmental awareness, womens empowerment, national integrity, HIV awareness, blood donation camps, health screening camps, veterinary medicine, etc. Covid vaccination camps were organized in the college campus itself for students, staff and locals

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.spcacollege.ac.in/files/aqar/criteria719.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Celebration of commemorative days: The College takes pride in celebration of commemorative days and festivals to promote culture and integrity. Commemorative days like Independence day, Republic day, National Science day, Mathematics Day, National Pollution Day, World environment day, International AIDS awareness day, international yoga Day, IPR Day, Innovation Day, Energy Conservation Day and many more. The NSS and NCC proactive groups of the college take pride in celebration national days that are of patriotic relevance such as Gandhi Jayanthi, Kargil-Vijaydiwas, YuvaDiwas, Hindi Diwas etc. State and National such as Dussera,, Ganesh Chaturthi, Vishwakarma Jayanthi, Diwali, Basanth Panchami, are celebrated which include competitions of folk dance, traditional rangoli making to name a few.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Education for All

Goal: Promotion of higher education

The context: Our vision is to provide quality education to all sections of students including scheduled tribes, scheduled castes, other backward communities and religious minorities with special focus to female and underprivileged students.

i. Establishment of the Setu SahaytaKosh-: The college initiated Setu Sahayta Kosh,, the management along with philanthropic people provide financial assistance to promote higher education.

ii.. Fee waiver and Scholarships: Students securing 70- 80% in 12th class are exempted from tuition-fee. The exemption continues if he/she maintains atleast first division. 50% concession is given if two students of same family are admitted. Scholarships are provided.

iii. Nirdhan Chatra Kalyan Yojna : This Yojna has been set up for those aspiring students who are below the poverty level.

Evidence of Success:

1. Almost 80% of SC, ST, OBC students enrolled during the last three years.

2. Female Enrolment Trend showed a steady increase..

3. Increasing trend in students benefitted from scholarships.

1. To set -up a skill development incubation centre.

1. Establish a skill development centre on campus

2. Promote skill development in students by offering courses in skill development

3. Encourage entrepreneurship by extending technical and intellectual support

File Description	Documents
Best practices in the Institutional website	http://www.spcacollege.ac.in/files/agar/criteria721.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The college was established in 1994 with an objective to provide higher education to all the students deprived of higher education. It is a multi factorial college running ten postgraduation, four under graduation and two diploma courses. To comply with vision and mission of the college we have started Setu Sahayta Kosh to support students who are unable to continue their higher studies due to lack of financial support. Taking into considerations the causalities of covid-19 cases during last years it was decided to extend special support to those students who were victims of covid either by losing the earning member of the family or suffering from financial crises due to post treatment charges of covid. Fee waiver is available for brighter student Another best practice to support higher education is Nirdhan Chatra Kalyan yogna for financially weaker students at entry level All these practices have contributed to increase GER in our area.

Apart from teaching have been trying to inculcate human values and prepare students for future endeavors. For this we have been continuously organizing motivational talks, personality development classes for students and staff to boost their moral and ethical values. The evidence of success can be gauged by the award received by our college for best social and community services by Auropath global awards 2019. Our NSS unit received national young leader's award by CG government as best unit. (2018). We were also awarded as best college for session 21-22 by Pt. Ravishankar Shukla our affiliating university.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated to Pt. Ravishankar Shukla University, Raipur, C.G. and adopts the academic calendar and implements the curriculum prescribed by the University. However, the college formulates its action plan in terms of course plan, subject allocation, teaching methodology, faculty diaries, departmental time table, feedback from stake holders, career guidance, syllabus completion monitoring. Senior faculties of the college are members of the University's Board of Studies committee.

Subject allocation is done well in advance, before the commencement of the new session enabling the teacher to meticulously plan their course, which will comprise of the lesson plan, teaching methodologies, practical sessions, assignments, seminars, industrial visits, workshops, projects etc. Student attendance and course conduction is monitored on a regular basis through the faculty diaries. Student performance is assessed across departments continuously by assignments, presentations, projects, unit tests, practical demonstrations, discussions etc. Bridge courses are mandatory in selected departments where it is required to help students transition from one stream to another. Value education, soft skills, personality development and motivational workshops, seminars lectures, yoga are conducted for students as well as all faculties.

Teaching staff are encouraged and provided with financial assistance to attend orientation, refresher and faculty development programs, participate in seminars, workshops etc., and to present scientific papers at local, national and international conferences as an opportunity to enhance their research momentum, theoretical and practical skill sets in order to stay refreshed in their subjective knowledge and with the dynamically developing academic sector.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

Our college meticulously plans all of its events, including the Continuous Internal Evaluation (CIE), according to the university's calendar. Every department then creates its own calendar after the institute creates an institute-wide calendar. The Institute's calendar of events provides information on the total number of working days and holidays, as well as dates for its signature programs and CIE. With the exception of unanticipated circumstances, all activities, including CIE and academic activities, are carried out in accordance with the event calendar. Faculty members can better arrange their course delivery, research projects, extracurricular activities, and academic work with the use of academic calendars. Department heads keep a close eye on and oversee the fulfillment of the syllabus in accordance with the faculty members' lesson plans.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

3

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The Education department, NSS, NCC and RCS groups of the college are highly motivated and proactive. The students of these groups are involved in the initiation and conduction of awareness programs related to various issues. To address awareness related to sensitive social issues, they conducted 'nukkad natak on good and bad touch', posters competition on issues related to a girl child. They also organized activities related to healthcare like AIDS awareness, hygiene awareness, vaccination of pregnant women,

With regard to the environment and sustainability, the college as part of the curriculum offers Environmental education as a core course. This is mandatory for the undergraduate students. The college also involves students in activities like Green India, clean India, Tree plantations and Swach Bharat Abhiyan.

Seminars and workshops are arranged for personality development career counseling on routine basis

Considering the holistic development of a student the college addresses Gender related issues, its related sensitivity and human values on a timely basis through seminars and other activities. Further, the college also practices gender equity by representation of women all important committees as per the rules and regulations of the statutory authorities

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

06

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

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

164

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1724

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

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

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

1556

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

2.2 - Catering to Student Diversity

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

The College provides information regarding the college in the prospectus before the admissions. The college admits students majorly based on merit while also providing special opportunities to the financially weaker classes. Thus, the college harbors students from various socio-economic and academic backgrounds.

The college assesses the learning level of each students as a continuous process from the start of the session through varied academic activities such as unit tests, presentations, seminars, quiz, model preparation, projects etc,. These activities are varied across the departments. The appointed class teacher/mentor analyzes the academic performance of the students, based on which advanced learners are encouraged to take part in symposia, workshops and seminars to gain knowledge in recent trends and current affairs in their subject related topics. Advanced learners are provided with special coaching or training by the in-house faculty, TET coaching, they are also provided access to extra books from the library. Resource persons from various fields of expertise are often invited as guest speakers to share their advanced subject related knowledge and experience with the students.

Those students attaining below 40% are categorized as slow learners this students are encouraged to approach their teachers for special assistance. Extra classes scheduled as per the requirement and revision sessions are conducted after syllabus completion to benefit the weaker students and those absent for the scheduled lectures. Question banks are prepared by the departments and are made handy to all students. Teachers are accessible during the college hours for subject discussions and student counseling

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
1724	65

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The pedagogy adopted by the college is interactive and highly student centric. The process focuses on student learning which is supported by other activities that aid in their holistic development. Teachers, commonly used the chalk & talk blackboard method and any visual aid be it powerpoint presentations, videos, demonstrations etc. for lecturers.

The teaching process is followed by implementation of student learning strategies which include periodic conduction of unit tests, quiz, seminars, viva-voce, presentations etc., to ensure the process of learning. Assignments, Unit tests, brainstorming, projects, are included as part of the internal assessment process to encourage independent learning. Extra classes are provided to the weaker students

Participative and Experiential learning: Participative learning is encouraged by Seminars, presentations, quiz, group discussions, conferences, workshops/ Quiz competition, Cultural, Sports, NCC and NSS activities.

Experiential learning is supported by field visits, industrial visits, educational tours, extension activities, student short term projects and extended activities by student clubs including the Cultural Committee, Sports Committee, Career counseling and placement, Red ribbon club and NSS. The NSS volunteers facilitate

experiential and participative learning by organizing activities, workshops and other events closely with the community..

IIC: The College recently constituted its Institute innovative Council as per the guidelines of MoE. This council aims at promoting entrepreneurship, skill development, innovation and start-up ideology among students by exposure to field trips, seminars, motivational talks by innovators etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

I

The onset of the pandemic and the new normal has made each one of us realize the importance of Information and Communication Technology (ICT) in education. Further, incorporation of technology with the traditional mode of teaching can facilitate better understanding and can assist students in long term learning.

The college provided a variety of ICT tools that are easily accessible. The college has 131 Computers, 5 projectors, 5 laptops, 18 printers, 2 Xerox machines, licensed software and a Wi-Fi campus.

Faculty members of the college use ICT to improve the teaching and learning process. Classrooms are provided with the technology required for hybrid mode of teaching, PowerPoint presentations are commonly employed by faculty for teaching. It is a mandate for students to give their seminars and make their presentations using power point, thus also making them industrial ready. Students are encouraged to explore various academically relevant online search engines and websites to prepare effective presentations. Google forms are used to conduct Online quiz, unit tests, class tests and to collect feedback. Video conferencing applications like google meet and zoom, are used to conduct webinars, online workshops etc,. E-library facilities for students and teachers. The library provides access to computers

and online journals freely available in public domain and also to journals with subscription on the request by the faculty. Students can avail E-resources and e-books through the internet access provided. The digitally auditorium equipped is used for industrial connect activities like guest lectures, expert talks, career guidance sessions and celebrations.

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

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

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

65

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

65

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

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

2.4.3.1 - Total experience of full-time teachers

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment system incorporates the evaluation of a plethora of academic related activities. Students are assessed as a continuous process throughout the session. The evaluation system varies with the department and may be subject specific. The system is independent of any prescribed system by the university. Students are evaluated for various activities that are conducted regularly during the session that may include:

1. Unit tests/class test that are conducted to mark the completion of each unit.

2. Assignments: Students are assigned advanced topics related to the subject as written assignments.
3. Seminars/presentations: Topics for seminars are given for which prepared and deliver power point presentations.
4. Students are also scored for their participation in the class, during the practical sessions, events, conferences, workshops etc,.
5. Attendance
6. Projects

A weightage of the evaluated activities are averaged to an overall internal score that is prescribed by the University. There is no provision in the curriculum of the affiliating University for addition of internal marks in degree courses.

The system is transparent as the notification and evaluation of each of these activities is shared with students and discussed as well. Related notifications are displayed on the notice boards of the departments. The evaluated test papers are made available for student review and discussion. Students concerns raised in regard to evaluation are taken up primarily by the concerned teachers, then by the department head and finally by the grievance committee as per the regulations and statutes, as required

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Students having grievances with the internal evaluation process or internal marks attained can primarily approach the concerned subject teacher, who will discuss the performance of the student and counsel the student in accordance. However, still unsatisfied the students may then convey their grievances in order of hierarchy to the Head of the department, to the Head of the institution and finally may be addressed by the grievance committee of the Institute as per the regulations and statutes. Transparency is achieved by mandating the presence of the student at every stage. However, till date all student grievances with regard to evaluation have been dealt, sorted and closed at the level of the subject teacher itself, with no necessity for it to be addressed at the Institute level, hence

the process has been highly efficient in terms of the time parameter.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Seth PhoolchandAgrawalSmriti College is affiliated to Pt.RavishankarShukla University. The college adopts the syllabus prescribed by the University. Programme and Course outcomes have been prescribed by the university only in 2022-2023. The college till then had determined a framework to ensure that teaching-learning is accomplished. This framework is as follows:

1. Syllabus of the program is made available to the respective Head of departments well before the start of the session.
2. The HOD then distributes the papers among the faculty, makes a hard copy of all the papers along with the determined learning outcomes which is made available to the faculty.
3. The time-table of the session is outlined by the faculty during the departmental meetings which is then approved by the Principal.
4. The syllabus and time-table is communicated and made available to the students at the commencement of every session.
5. The teacher prepares a teachers diary which includes a lecture plan, schedule for assignments, time table and academic calendar.
6. The sessional marks, assignment marks are recorded in the teacher's diary during the session to enable the teacher to assess the student learning on a regular basis.
7. The results obtained by the students along with the academic feedback are considered as proof outcomes attained.
8. The feedback reports and results analyzed are then discussed at the IQAC meetings which are then followed by implementation of necessary action in the upcoming sessions.

9. Meritorious students and felicitated at the end of the sessions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. For better outcome of course Scholarship are provide to student who got 80% or above in previous year examination.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

508

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://spcacollege.ac.in/files/aqar/sss.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0.50

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

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

2

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

3.2 - Innovation Ecosystem

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

Departmental Club: The various departments of the college have formed student clubs such as Ramanujan Raman Vigyan Parishad (RRVP) (Maths), Param club (Computer Science, Science Club (Biotechnology and Botany) Biochemical Society (Chemistry), and Commerce. These clubs promote and foster research temperament in students. Students are encouraged to make presentation with emphasis on scientific discoveries, burning research topics, social issues related to the subject and so on.. The Science Club hosts discussions and poster contests, encouraging students to engage in innovation and research. The club activities are published in a magazine by Ramanujan Raman Vigyan Parishad (RRVP).

The sports club hosts indoor and outdoor games, yearly sports day, and encourages participation with training for intercollegiate, state, and national levels competitions.

Establishing MHRDs Institution Innovation Council (IIC)

SPCA's Institution Council (IIC) aims to foster an innovative culture among students in various divisions. The initiative, supported by the Ministry of Human Resource Development, encourages and develops young students through entrepreneurial skills, startup development, and innovation. The upcoming IIC quarters will focus on idea generation, design thinking, critical thinking, and design development, enhancing students' research abilities and creativity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

04

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

02

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

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

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

07

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

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

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

25

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

3.4 - Extension Activities

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

The college hosts extension programs to engage the community and foster student growth. Students participate in community service

projects through the National Service Scheme, National Cadet Corps Units, and Red Ribbon Club. These initiatives address social issues through activities like cleaning, planting trees, and building roads. The college's NCC unit, focuses on fostering bravery, discipline, patriotism, character development, and selflessness. The college's NCC unit and various departments are implementing outreach initiatives like national equality, road safety, health, and tree planting to educate students about social issues and promote responsible citizenship. RCS, in collaboration with NSS, hosts events like blood donation drives, social debates, and competitions to build leadership skills, self-worth, and community relationships. It raises awareness about social issues like domestic violence, child abuse, Beti Bacho Beti Padhao environmental issues, women's empowerment, road safety, health, dowry etc., through extension and outreach programs, exposing students to practical as well as legal remedies. The college also organizes programmes such as Blood Donation, Free Health Check-Up Camps, Environmental Awareness, Personal Health and Hygiene, Diet Awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic Eradication, and Personal Group Detection to instill moral and social values in the upcoming generation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

08

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

24

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

1065

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

01

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

06

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Seth Phoolchand Agrawal College is spread over 5.1 Acre of land. It has a built up area of 6340.862 which includes the hostel, canteen, guest house . The college is surrounded by greenery and has ample plantations of environmentally relevant plants that generate oxygen and reduce carbon dioxide. There are 39 class rooms, which are well-lit and provided with the optimum furniture required for the student and faculty 4 number of classrooms are provided with the infrastructure (LCD projectors and Wi-fi) that is required to conduct classes online as well as in hybrid mode. The college has 15 laboratories they are spacious and provided with ample light and ventilation. The Centre is equipped with 135 computers that cater to the practical needs of the students, they

also render support in terms of digital tools required for the teaching purpose. The College has a separate sound proof, air condition Auditorium , The Auditorium can accommodate around 250 people. The library is located in a silent zone on the second floor of the college building. It is fitted with seating for students, storage and cabinets for storage ad display for books, magazines, Journals etc. Girls are provided with a separate enclosure on the 1st floor, adjacent to the rest rooms in order to attend to their personal needs. A separate room is provided for use as a mini-gymnasium which is equipped with the required machines and instruments

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college gives utmost priority to the all-round development of the students. The academic curriculum is supported with provision for co-curricular and extra-curricular activities that aims at the holistic development of the student. The College is equipped with the on-campus facilities required for the comprehensive development of the students, however due to space limitation the college has attained permission to use the mini stadium of the municipality that is off campus however, just 500 mts (approx..) away.

On campus facilities and infrastructure available for students:

Sports:

Outdoor games: The college campus itself has sports ground for basket ball, ball badminton and archery. It also have permission to use the mini stadium of municipality. Running events sports and track events as well as cricket matches are organized every year at the mini-stadium of Gobra Nawapara municipality which is located 500 meters away from the college building.

Indoor games: Badminton and tennis court, table tennis, Chess and Carom boards are available. The ground floor has an open air badminton court. A sports room is provided for all the other

table top games including table tennis, chess, carom etc.

Gymnasium: With focus on health and fitness, one of the rooms on the ground floor is reserved for the use as a gymnasium. The gymnasium is equipped with a treadmill, multigym-9 stations, Sit-up stand, plate rod, thigh pressure machine.

N.S.S, N.C.C (Army), N.C.C (Navy): All required equipments are available for their complete training.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

21

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

58.32806

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library is housed on the 2nd floor of the building and covers an area of 29 X 80 Sq. ft. The Library has a reading hall that can seat 100 students at a time. The reading rooms are peaceful and provided with ambient light and ventilation. Students also have access to the digital library through computer systems that are provided with internet facility. Separate enclosures are maintained where textbooks, reference books, competitive examination books, scientific journals, magazines and newspapers etc., are organized. The college Library is partially automated. Digital library has access to a bandwidth of 200 Mbps. Students have access to 6 computer systems. The library is subscribed with N-LIST (National Library and Information Services Infrastructure for Scholarly Content) which enables the users to access more than 5000 e-journals and 200000 e-books, e-shodhsindhu through Inflibnet's N-List membership which assigns a login username and password. Faculty and Students can also access the online depository of Indian theses namely Shodhganga through the Inflibnet. Faculty members are provided access to online books. Subscription to specified journals can be requested for as well. The library has a Xerox facility which enabled students and faculty to make copies of the required articles, reference book etc. The library has about 18358 books related to Life Science, Technology, Social Sciences, Computer Sciences, Commerce and Management Arts and Humanities , Education and many more

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

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

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

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

2.62723

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

185

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college updates and maintains all its IT resources and facilities regularly

1. All IT related equipment and support systems like computers, projectors, monitors, printers, webcams, power adaptors, batteries, UPS, RAM, Motherboards, microphones, speakers etc., as required are maintained/repaired or purchased.
2. Software and apps such as Linux, android apps, website dynamics CMS and domain have been purchased and updated on a timely basis.
3. An Yearly update of Quick heal antivirus is done.
4. A major part of the campus has be Wi-Fi enabled
5. The library is facilitated by internet through the LAN
6. The BSNL broad band with 200 Mbps bandwidth supporting the Wi-Fi enabled campus is upgraded and maintained regularly.
7. License for zoom had been purchased for conducting classes and hosting webinars during the pandemic. It is renewed as required.
8. The college official website and social media sites are updated periodically.
9. The College has 131Desktops and 05 Laptops for College Staff and Students
10. There are 5 LCD/Projectors that are provided to the respective departments and are regularly maintained/serviced as required by the ICT centre.

A full time hardware technician is appointed for the maintenance of computer labs. Timely up gradation and renewal of software, license, purchase and repair of required hardware, Wi-fi maintenance, upgrade of bandwidth etc., are done periodically.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

58.30826

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The Institution maintains its established systems directly or through committees as follows:

1. The physical infrastructure is maintained as a regularly process by a full-time carpenter, plumber, painter and electrician.
2. Cleanliness and hygiene of the campus and facilities are

- maintained by cleaning staff who are appointed full-time.
3. **Laboratory Equipment and instruments:** Every department has their stock own registers. These registers maintain a list of chemicals, glassware, equipment and other instruments used in laboratory. An internal audit of the stock registers is done annually.
 4. **Computer laboratories:** A full time hardware technician is appointed for the maintenance of computer labs. Timely up gradation and renewal of software, license, purchase and repair of required hardware, Wi-fi maintenance, upgrade of bandwidth etc., are done periodically.
 5. **Maintenance of Library/ Library Materials:** Accession and withdrawal/dead stock registers are regularly maintained to keep the record of updated and dead stock accessions.
 6. **Sports Equipment:** The sports department regularly maintains the stock register for the various indoor and outdoor sports equipment and materials.
 7. **Academics:** The College is affiliated to Pt. Ravishankar University, and follows the prescribed syllabus of the University. Dr. Ajay Sharma (HOD Mathematics), Dr. RajeshwarVerma (HOD Geography), Dr. HemlataSahu (HOD Education Dept.), Dr. Rajesh Shrivastava (HOD Hindi Department) represent the college in curriculum design and development as members of the Board of studies at the University.
 8. The hostel in-charge along with the team reviews and takes care of the hostel maintenance, and its procedures as per the prescribed rules.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1211

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

109

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

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

A. All of the above

File Description	Documents
Link to Institutional website	http://www.spcacollege.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

511

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

511

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

22	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

220

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

24

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

10

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The Students' union of the College is formed as per the guidelines of the University. The student members of the Students' union help the College in Planning and execution of various co-curricular and extracurricular activities in College such as NSS, NCC, Sports Events, Annual Social Gathering, Inter Collegiate competitions, conferences, cleanliness drives, etc. The Union consists of following member as office bearers President, Vice-President, Secretary, Joint-Secretary and Class representatives. The Committee is headed by the Principal and student in charge. As per the guidelines of the NAAC, the student members are included in IQAC. They attend the meetings and take active part in the deliberations. The student members of Students' Union participate and help in organization of all the programs organized in the college such as blood donation camp, Cleanliness drive, voter's awareness, program, workshops, Anti Ragging Committee includes student's representatives and works as per the guidelines of the University Grants Commission (UGC). Apart from this there are other working committees like Arts club, Science Club, Commerce club, Computer club (Param) These club take care of organizing different activities in the department. Another group of students namely "Aryan Group" works for all the social

activities organized by the college for the society. They voluntarily work for the up-liftman of underprivileged group. Some of their noteworthy activities are 1. Collection of old clothes and distribution in the slum Distribution of blankets to the poor Motivating children for studies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

19

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The contributions of alumni extend far beyond their time as students, playing a crucial role in the sustained growth, development, and success of college. They often make small financial contributions through donations and endowments. Their networks provide valuable connections for current students, facilitating mentorship (especially for NCC and NSS students) internships, and job placements. Alumni bring their diverse professional experiences and expertise back to the college community. They serve as guest speakers, participate in career

council panels, or offer workshops, enriching the educational experience for current students. Alumni often play a role in recruiting graduates for job opportunities within their companies or industries. Alumni frequently participate in mentorship programs, guiding students in their personal and professional development. This mentorship helps students plan to overcome challenges and make decisions about their academic and career paths. Alumni, especially those who have achieved success in their fields, contribute to the positive reputation of the college. Their accomplishments become a source of pride for the institution and attract attention from prospective students, faculty, and donors. Alumni serve as ambassadors for the college, advocating for its interests in various forums. Their positive experiences and testimonials contribute to the public relations and marketing efforts of the institution. They actively participate in all the programs organized by our college

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The leadership, governing and statutory bodies has constituted well-defined vision and mission, which serves as a framework, to determine goals and accomplish outcomes at different levels. The Principal is the head of the College, works in close consultation with the Governing Bodies that design and implements policies and practices to ensure it is streamlined with the accomplishment of the defined vision, which aims quality education, enhance human values, professionalism and scientific loom to all sections of students with special focus on female and underprivileged

students The vision and mission of the college is not static and is continuously evolving to meet the dynamic demands of students and society.

To translate the vision into reality, the institution:

1. Embraces students from all sections and categories especially addressing the needs of the students with focus to provide quality higher education.
2. Provides scope for multifaceted development of youth.
3. Exposes the students, academic and extra-academic activities, for overall development.
4. Inculcates humanistic and social values to motivate students towards community services.
5. Inspire young minds foster critical thinking to achieve creative excellence.
6. Promotes quality research; sensitize the students on issues relating to ecology, environment, human rights and gender equality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The day to day administration of the college is done by the Principal. Authority is delegated in a horizontal manner by the Principal to the HODs, Class teachers and other representatives. The NAAC initiated, IQAC, is a central structure which works with all departments to ensure that quality is the priority in the education system of the college. All departments have relative autonomy in managing their academic activities in accordance with the University norms. The HOD informs the Principal about their events, activities and academic progress on a regular basis. The IQAC under the authority of the Principal convenes meetings with HODs to discuss quality and assessment related matters. Besides

the IQAC there exists various Staff and Student Council Committees and statutory bodies that ensure that the academic, co-curricular, extra-curricular, cultural environment is maintained to ensure attainment of the prescribed objectives and holistic development of the student with assured quality. Student opinions and suggestions are of priority to the governance, and are voiced by the Institutes Student Council. Timely feedbacks from various committees are taken along with academic feedback from stakeholders, these are analyzed, suggestions incorporated and considered for implementation in the next cycles.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is affiliated to Pt. Ravishankar Shukla University and is governed by its ordinances and service rules. The institutional hierarchical chart is provided which is headed by the chairman Shri Manmohan Agrawal. The governing body consists of 11 members. The Principal is a special invitee at the Governing Body meetings. . The administration of the college is done by the Principal. Authority is delegated in a horizontal manner by the Principal to the HODs and other representatives. All departments have relative autonomy in managing their academic activities in accordance with the University norms. There are a number of committees that have been established to co-ordinate the various aspects. The Principal interacts with the heads of department, course coordinators and individual faculty in their capacity as heads of committees when required. The quality policy of the college is mentioned in the vision and mission statement and is embodied in every plan and activity undertaken by the institution. The college strives towards promoting and achieving excellence and providing quality education. Some of the important endeavors include the establishment of the IQAC and MoU with nearby Government

Colleges to facilitate resource sharing and research.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal is an interface between the Governing Body, monitoring authority and faculty. The Principal works in tandem with the Governing Body, to design and implement policies and plans, of administrative and academic importance..

IQAC implements and reviews all educational aspects such as Academic calendars, examinations, student progress, academic feedback including benchmarking. Fund for Research is allocated in the annual budget to support the faculty members. Performance points are allocated in yearly self appraisal for faculty which is converted into monetary benefits. The library encourages procurement of a larger number of titles as per the recommendations of Faculty. Teaching learning is strongly supported by the departmental committees, HoD's, Library, ICT department and Student council.

Administration: HR Appointments staff as per the university norms. The admission committee, co-ordinates the admissions as per the University. The Principal is assisted by the office with its general administration and accounts staff.

The institution's perspective plan for development is dynamic and rolling that continuously evolves according to the academic and administrative requirements. Strategic planning is done at the macro and the micro level by the Governing bodies and other committees which address the academic progression in the areas of infrastructure, extracurricular activities, research, and placements.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.spcacollege.ac.in/
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The leadership, management and governing bodies work ensure potent welfare measures for the well-being of the staff members.

The welfare measures rendered are as follows:

- (i) EPF and ESIC schemes.
- (ii) Temporary advance are given to staff on request.
- (iii) Under special conditions members are allowed to bring along their wards a make shift arrangement of a separate room is provided.
- (iv) Study leave for higher studies
- (v) Financial assistance for Refresher courses, workshops, paper

presentations, FDP etc.,,

(vi) During the pandemic, the deceased staff's spouses were provided with employment in the college.

(vii) Seed money to support research of teaching staff.

(viii) On duty leave is for presenting papers, attending conferences/seminars, FDP etc.,

(ix) Faculty Performance appraisal based on teacher performance evaluated in terms of student feedback, research publications, paper presentations Development Courses, awards and achievements is converted to monetary benefit.

(x) The self-appraisal forms of non-teaching staff is based on their punctuality, sincerity and devotion towards college responsibilities deployed to them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

35549

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

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

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

25

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

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

A precise system of Performance Appraisal for teaching and nonteaching staff has been put in place. Faculties submit their Annual Self Performance Report every year at the time of appraisal which are issued by the designated authority.

Performance appraisal of the teaching staff is inclusive of the following:

1. Self-assessment forms are at issued at the IQAC office at the time of appraisal. The self-assessment

form is filled by faculty members and submitted with supporting proofs.

2. Teaching Assessment Questionnaires completed by students are collected for each faculty and

analyzed.

3. Teacher Assessment Questionnaire results are discussed with the faculty members.

4. Feedback is taken from heads of departments.

5. Feedback provided by students at the student council meetings is also considered.

6. The Self-appraisal forms of the teaching faculty along with feedback on performance and development are screened and evaluated by the designated authority and an appropriate decision is taken on the basis of such evaluation.

7. The Appraisal reports are directly discussed with IQAC coordinator and converted into points.

8. The Points earned are converted to monetary benefits which have led to tremendous motivation of the faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

An annual statutory audit is conducted by external auditors appointed by the college.

Financial Audit Determined to preserve transparency and accountability with regard to financial matters, a regular mechanism of audit is functional for Government and Management accounts. The accounts are maintained by the Accounts Section.

External Audit

External financial audits are conducted by external auditors appointed by the college (Rasik Chauhan & associates) Various Audit Certificates are maintained like PF account, ESIC , Tuition Fees Account, University Fees Account, Special Fees Account, General Non-Salary (GNS) Accounts, Funds from Government agencies minor projects are externally audited. Management accounts undergo External audit by authorized Chartered Accountant, Internal audits are conducted annually by the accounts section that maintains the accounts of the institution which is verified by the Principal. An annual report of the Management account is placed for discussion and approval before the Board of Management. Internal Audits are also conducted annually for department wise activities, individual projects from non government bodies, funds from non-government bodies, philanthropists and accounts of the Alumni Association, Cells, Clubs and Committees. College takes utmost care in rectifying the queries raised in audit report if any.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0.609

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

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

1. Financial resource utilization is supervised by the Principal and Management.
2. The accountant appraises the Principal in daily finances.
3. The college is private unaided, the only source of revenue is student fees.
4. Departmental requirements of instruments, chemicals, furniture, books etc. are collected and procured, at the start of the financial year.
5. After admission the annual budget is prepared in consent with the Accountant, Principal, and Chairman.
6. Funds were received from CG COST for the, celebration of mathematics and Science day.
7. The institute runs on no profit no loss basis therefore, the need of corpus fund is met by allocating two percent of the total fees collected for the same (which comes around to 2.5 lakhs).
8. We receive funds from Red cross society to organize health care related awareness programmes.
9. The college raises funds for underprivileged students unable to receive scholarship under Setu Sahayata Kosh scheme.
10. Students who lost their parents or the earning member of the family due to covid pandemic are also supported under this scheme.
11. The college has applied to state government for a salary grant.
12. An annual statutory external audit is conducted.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC strives to achieve excellence in academic, administration and progress in student development. It works with the Principal, Departments and the various committees' members to revise and upgrade processes, pedagogy and assessment methods for academic development and progress. The IQAC reviews the data from various sectors of the institution, its stakeholders and lays down parameters for quality improvement, by continuous monitoring to achieve the required benchmark.

(i) IQAC convenes regular meetings

(ii) Prior to the session IQAC reviews all academic calendar and time tables.

(iii) Student progression and attendance is monitored through the teacher's diary.

(iv) Result analysis is reviewed;

(v) Syllabus completion is reviewed on a timely basis.

(vi) Documented Teaching feedback is reviewed and faculty counseling is provided.

(vii) Feedback of Stake holders is collected and reviewed, areas requiring improvement are identified and solutions recommended.

(ix) Under the guidance of the IQAC the college has designed its own code of conduct.

(x) Academic and administration decision and their outcomes are reviewed.

(xii) FDP, Students development Programs, seminars, personality

development sessions and

workshops are organized to enhance and support the quality of education.

(xiii) Faculty research projects are encouraged, seed money is provided for faculty research

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Teaching Assessment Questionnaire (TAQ) is a tool used college to assess teaching of all courses in the curricula to ensure faculty accountability. It is administered manually. External and internal results are analyzed and reviewed to help faculty customize the teaching-learning-evaluation approach for the batch in the following semesters.

Institute IQAC plays an important role in reviewing the teaching learning process and focuses on effective implementation of Outcome Based Education (OBE) for all the programs. As per the guidance of IQAC the institute has been practicing different teaching learning practices like Experiential Learning, Participative Learning, Problem Solving Methodologies etc. Institute encourages students to attempt new things and learn from their errors through a participatory learning culture. The IQAC has recommended use of ICT and student centric methodologies. The IQAC evaluates the outcomes of these processes of teaching learning periodically. The outcome of IQAC initiated processes is reflected in students' performance in the university exams, placements, enrolment for higher studies etc. At the end of academic year IQAC conducts the academic and administrative audit, reviews as well as records the attainment levels and suggests various activities for incremental improvement. MoUs have been signed with different industries for skill enhancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>A. All of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES
7.1 - Institutional Values and Social Responsibilities
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year
<p>The college strives to ensure a safe place for girls and has undertaken several initiatives to promote gender equity, gender sensitization and empowerment of women</p> <p>Our ICC is very active to solve problems related to gender.</p> <p>During admission preference is given to female candidates with fee concession extended to deserving candidates.</p> <p>In the college conducts seminars, debates, group discussions for</p>

boys and girls on a single platform, awareness programmes and workshops on women's empowerment and gender sensitivity. For

to include representation of women in all important Committees of the College as per rules and regulations of the Statutory Authorities. The department of education organizes awareness drives, such as 'BetiBachaoBetiPadao' and celebrate daughters day.

The institute provides space to the needed faculty members for day care of their wards. Post natal mothers are allowed to leave the campus as per their requirements.

CCTV coverage: The campus is under CCTV vigilance to ensure the safety of students especially of girl students.

The College conducts a gender audit on a regular basis and has observed an increase in number of women admissions.

File Description	Documents
Annual gender sensitization action plan	http://www.spcacollege.ac.in/files/aqar/criteria711.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	www.spcacollege.ac.in/files/aqar/criteria711.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Hazardous chemicals and radioactive waste management

The solid wastes such as paper, leaves, dry barks, waste food, peels of vegetable etc,. that are obtained on the campus as wastes are collected and in pits that have been made. These wastes are then on a timely basis added to the vermin-composting bags and pits. This vermicompost once prepared and packaged and sold and also utilized as manure on campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

D. Any 1of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Initiatives are being taken to advance education, economic opportunity, and establish a sense of community. College organizes extension activities for students as a part of Educational Social Responsibility. The activities are targeted towards enabling a holistic environment for student development. Many students come from the neighboring villages not only belong to socially disadvantaged communities but also to economically poor background and mainly depend on the scholarship. Students who come from economically weaker families and are not able to get scholarship or any other source are supported with fee concession under Setu Sahyata Kosh scheme. The college promotes interaction between Institutes and its neighboring communities so students are responsive to community needs. The college effectively operates the National Service scheme, the National Cadets Corps, and the Red Ribbon Club.

Programs are conducted on mathematics day, Hindi divas, independence and republic day, NCC day, Teachers day, AIDS day, world environment day, etc .Religious festivals like Navratri, Diwali, are also celebrated. Cultural activities like teachers day, welcome party, farewell party etc are also organized. Every year college celebrates annual day "Anugoong". Personality development lectures, English language classes and career counseling for students are also organized time to time for all round development of students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

College NCC units are grouped into 27 CG BN NCC RAIPUR and CG Navel Unit NCC units. It aims to develop qualities such as courage, patriotism, discipline, character building and self-service. Red ribbon club organizes awareness programmes specifically for HIV. All the units conducted awareness program during covid-19 for prevention and control of disease. Mask distribution and vaccinations were arranged from the college for locals. NSS students actively participated to educate and create awareness to take preventive measure The college staff donated one day salary for covid relief fund in Chief minister covid relief fund. College takes active participation in rajim kumbh mela which is organized ever year during February- March. Our NCC and NSS students actively help government for maintaining law and order during the mela hours.

Every year during a 7-day residential camp in nearby villages, NSS volunteer are trained to address social issues such as cleanliness, tree planting, road construction, shramdaan, social interactions, group discussions, and superstitions, environmental awareness, womens empowerment, national integrity, HIV awareness, blood donation camps, health screening camps, veterinary medicine, etc. Covid vaccination camps were organized in the college campus itself for students, staff and locals

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.spcacollege.ac.in/files/agar/criteria719.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code A. All of the above

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

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Celebration of commemorative days: The College takes pride in celebration of commemorative days and festivals to promote culture and integrity. Commemorative days like Independence day, Republic day, National Science day, Mathematics Day, National Pollution Day, World environment day, International AIDS awareness day, international yoga Day, IPR Day, Innovation Day, Energy Conservation Day and many more. The NSS and NCC proactive groups of the college take pride in celebration national days that are of patriotic relevance such as Gandhi Jayanthi, Kargil-Vijaydiwas, YuvaDiwas, Hindi Diwas etc. State and National such as Dussera,, Ganesh Chaturthi, Vishwakarma Jayanthi, Diwali, Basanth Panchami, are celebrated which include competitions of folk dance, traditional rangoli making to name a few.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Education for All

Goal: Promotion of higher education

The context: Our vision is to provide quality education to all sections of students including scheduled tribes, scheduled castes, other backward communities and religious minorities with special focus to female and underprivileged students.

i. **Establishment of the Setu SahaytaKosh-:** The college initiated Setu Sahayta Kosh,, the management along with philanthropic people provide financial assistance to promote higher education.

ii.. **Fee waiver and Scholarships:** Students securing 70- 80% in 12th class are exempted from tuition-fee. The exemption continues if he/she maintains atleast first division. 50% concession is given if two students of same family are admitted. Scholarships are provided.

iii. **Nirdhan Chatra Kalyan Yojna :** This Yojna has been set up for those aspiring students who are below the poverty level.

Evidence of Success:

1. Almost 80% of SC, ST, OBC students enrolled during the last three years.

2. Female Enrolment Trend showed a steady increase..

3. Increasing trend in students benefitted from scholarships.

1. To set -up a skill development incubation centre.

1. Establish a skill development centre on campus
2. Promote skill development in students by offering courses in skill development
3. Encourage entrepreneurship by extending technical and intellectual support

File Description	Documents
Best practices in the Institutional website	http://www.spcacollege.ac.in/files/agar/criteria721.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The college was established in 1994 with an objective to provide higher education to all the students deprived of higher education. It is a multi factorial college running ten postgraduation, four under graduation and two diploma courses. To comply with vision and mission of the college we have started Setu Sahayta Kosh to support students who are unable to continue their higher studies due to lack of financial support. Taking into considerations the causalities of covid-19 cases during last years it was decided to extend special support to those students who were victims of covid either by losing the earning member of the family or suffering from financial crises due to post treatment charges of covid. Fee waiver is available for brighter student Another best practice to support higher education is Nirdhan Chatra Kalyan yogna for financially weaker students at entry level All these practices have contributed to increase GER in our area.

Apart from teaching have been trying to inculcate human values and prepare students for future endeavors. For this we have been continuously organizing motivational talks, personality development classes for students and staff to boost their moral and ethical values. The evidence of success can be gauged by the award received by our college for best social and community services by Auropath global awards 2019. Our NSS unit received

national young leader's award by CG government as best unit. (2018). We were also awarded as best college for session 21-22 by Pt. Ravishankar Shukla our affiliating university.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The IQAC has identified broad objectives to be achieved during the next few years:

1. To create an enabling environment for implementation of the NEP by starting new courses and arranging new rooms.
2. To facilitate the continuous upgradation, updation and implementation of knowledge with technology.
3. To foster and strengthen the interactive interface between the college and its Alumni. There exists a registered Alumni Association that contributes significantly to development of the institution through financial support.
4. To encourage participation of the faculty in the academic administration such as syllabus framing, paper setting for the affiliated University and as resource persons at other Institutions.
5. To encourage faculty to organize Faculty improvement programmes, Nation and International conferences.
6. To facilitate active collaborations with the industry and other institutes
7. To continue to organize extension activities for social awareness and benefit.
8. To inculcate in students awareness for just and equitable growth for all in a sustainable, holistic, responsible and inclusive manner.
9. To create an ecosystem for innovation, creation and transfer of knowledge.
10. Establishment of skill development centre- Learn and earn scheme, a step towards a self reliant nation.