



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SETH R.C.S. ARTS AND COMMERCE COLLEGE DURG
Name of the head of the Institution		D. R. BHAWNANI
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07882322457
Mobile no.		9827460009
Registered Email		rcscollege1964@gmail.com
Alternate Email		drbhawnani1957@gmail.com
Address		SETH R. C. S. ARTS & COMMERCE COLLEGE UTAI ROAD, NEAR RAVISHANKAR SHUKLA STADIUM, DURG
City/Town		DURG
State/UT		Chhattisgarh

Pincode	491001																		
<b>2. Institutional Status</b>																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	Self financed and grant-in-aid																		
Name of the IQAC co-ordinator/Director	DR. A. K. Pandey																		
Phone no/Alternate Phone no.	07882322457																		
Mobile no.	7987254066																		
Registered Email	rcscollege1964@gmail.com																		
Alternate Email	arunkumarpandey0101@gmail.com																		
<b>3. Website Address</b>																			
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.rcscollege.com/template.php?mainmenu=IQAC&amp;submenu=AQAR&amp;subsubmenu=2018-19&amp;subsubsubmenu=#mycontent">http://www.rcscollege.com/template.php?mainmenu=IQAC&amp;submenu=AQAR&amp;subsubmenu=2018-19&amp;subsubsubmenu=#mycontent</a>																		
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.rcscollege.com/template.php?mainmenu=STUDENT&amp;submenu=Academic%20calendar&amp;subsubmenu=2019-20&amp;subsubsubmenu=#mycontent">http://www.rcscollege.com/template.php?mainmenu=STUDENT&amp;submenu=Academic%20calendar&amp;subsubmenu=2019-20&amp;subsubsubmenu=#mycontent</a>																		
<b>5. Accrediation Details</b>																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.38</td> <td>2017</td> <td>30-Oct-2017</td> <td>29-Oct-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.38	2017	30-Oct-2017	29-Oct-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.38	2017	30-Oct-2017	29-Oct-2022														
<b>6. Date of Establishment of IQAC</b>	20-Nov-2012																		
<b>7. Internal Quality Assurance System</b>																			

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Fit India Movement	29-Aug-2019 1	175
Swachhata awareness rally under swachhata hi seva programme	16-Sep-2019 1	315
Health awareness programme for girls	21-Sep-2019 1	130
Awareness programme on voting	13-Sep-2019 1	325
Discussion programme under Swachhata Hi Seva	12-Sep-2019 1	215
No Files Uploaded !!!		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salary	State Government	2019 183	8303951
Institution	Salary	State Government	2020 183	5261231
<a href="#">View File</a>				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

(1) Improvement of quality of education.

(2) Contributing and guiding students and staff for social awareness.

(3) Providing innovative solution to academic and administrative needs of the students and staff.

(4) Encouraging students for feedback.

(5) Handling extra class for the late bloomers.

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

Plan of Action	Achivements/Outcomes
Environment related activities	Environment related activities such as Swachhata Hi Sewa Abhiyan, Tree Plantation and Rallies were organized. Students, teachers and staff, NCC and NSS unit were participated. Enviromental Studies Project is given to students.
To improve quality of education	Internal exam called Model Exam, Unit Tests are conducted. Internal marks were given on the basis of performance of the students in exam which resulted in increase participation.
Participation of faculty in faculty development programmes	Teachers participated in faculty development programmes, seminars, webinars, workshops and conferences which is organized by college and by other institutions.
Display of important notifications and information to all staffs and students through SMS, Whatsapp and College website.	Important notifications and informations are circulated through SMS, Whatsapp and College website to students and staffs in minimum time period.
Computer training for non-teaching staff	Computer training for the non-teaching staff of the college to enhance their operational skill.
Yoga Training for staffs to keep them healthy	Made compulsory to all teaching and non teaching staffs to particiapte in Yoga Training Programme that organized by college in International Yoga Day. All Staffs are benefitted and trained.
Preparation and distribution of academic calendar to all staff members.	Institution Academic Calendar prepared by the IQAC in consultation with

departments according to university academic calendar. Calendar is followed by the departments strictly. Activities were planned in order to minimize disturbance of teaching schedule. Academic calendar helps students and staff to plan academic and activities properly.

[View File](#)

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Chairman Governing Body	31-May-2021

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

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

18-Feb-2020

**17. Does the Institution have Management Information System ?**

Yes

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

Yes, Institution has a management Information System. Governing body constituted in accordance to the provisions of the University Statute 28. Chairman and other members of the Governing Body are according to rules lay down in statute. The principal is the head of the institution. He provides the administrative leadership and guidance for the effective implementation of the policies regarding quality education in an inclusive way. The principal form various committee and cells for different activities and task to be performed by the college. The principal interact with the teaching and nonteaching staff through the meetings of staff council. He interacts time to time with the student council and students. Head Clerk is incharge of the office on the administrative front. The office works under overall control of

the principal. On the academic side each department functions under its respective head. The principal monitors the teaching works of the faculties by checking every month attendance and daily teaching registers maintained by the teachers. He also monitors teaching process and entire campus through CCTV. There is the system of putting signature in attendance register to ensure punctuality in arrival at the college.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

This college is an affiliated to Hemchand Yadav Vishwavidyalaya Durg and the curriculum designed by the affiliating university. All the departments prepare their academic calendar according to university calendar and all teachers feel duty bound to execute the calendar contents into actual practice with zeal and dedication. Every teacher maintains student's attendance and daily teaching register which is checked by the principal every month. This provision acts as an effective monitoring system which keeps the principal and teachers in a regular contact in regards with teaching learning task performed by the college. Faculty members take utmost care to complete the syllabus in time. Projects, class tests, internal assessments and annual test exams comprise the formal evaluative processes. Students are encouraged to discuss with faculty beyond classroom hours for doubt-clearing and curriculum discussions.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	B.Com. Programme	15/06/2019
BPEd	Physical Education	15/06/2019
MCom	MCom Programme	15/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill
No file uploaded.		

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental Studies	160
BCom	Environmental Studies	265
BPED	Sports Skill	159
MA	Political Science	23
PGDCA	Project	30
MCom	Commerce or Management	24
No file uploaded.		

### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback has been taken from regular students. Feedback is collected on various aspects of the college such as teaching-learning, infrastructure, library and sports facilities, administration and other curriculum and extra curricular activities. The feedback analyzed by IQAC. Feedback is also collected from parents and alumni. Suggestions and comments are given by the parents and alumni which are also taken into consideration for future development and betterment of college. The different areas where improvement is needed are discussed by IQAC and Principal with respective committees or departments. If there is any chance for improvement then respective teachers are called by the principal and suggestion are given to them.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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PGDCA	Computer Application	30	73	30
MLibISc	Library and Information Science	15	23	15
BA	Arts	160	280	160
BCom	Commerce	320	350	265
BLibISc	Library and Information Science	40	30	22
BPEd	Physical Education	100	143	100
MA	Political Science	40	63	40
MA	Economics	40	17	8
MCom	Commerce	60	85	60
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1332	208	7	3	16

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
26	15	18	4	1	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Yes, the full time teachers are engaged as mentors for the students. Academic progress and psychological well being of mentees are the responsibility of the mentors. Monitoring the attendance and academic progress of the students also is their responsibility. Primarily psychological counseling of the students and referring them for more professional counseling if needed is also done by them. It is their responsibility to conduct orientation programme for the mentees where they are acquainted with institution and its goals and mission, rules and regulation and faculties made available by the affiliating university in the being itself gender sensitivity and social responsibility of the students is another responsibility of mentors. The faculties and administration of the college is always willing and ready to support and guide the students to make their college life rewarding and fruitful. The faculty advises and guides the students in choosing subjects of study, to make them aware about the difficulties in the offered subjects and strategy to solve those difficulties in maintaining self confidence and self esteem to make them aware about the need of quality in education.



Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1540	26	1:59

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	26	Nil	10	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. Pramod Tiwari	Assistant Professor	Corona Warriors Samarthy Samman
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BPEd	403	Third Semester	19/12/2019	04/02/2020
BPEd	402	Second Semester	27/09/2020	21/10/2020
BPEd	401	First Semester	27/12/2019	04/02/2020
BLibISc	301	Yearly (One Year Course)	20/09/2020	22/11/2020
BCom	203	Final Year	22/09/2020	12/11/2020
BCom	202	Second Year	22/09/2020	01/10/2020
BCom	201	First Year	22/09/2020	19/10/2020
BA	103	Final Year	26/09/2020	22/11/2020
BA	102	Second Year	26/09/2020	12/10/2020
BA	101	First Year	26/09/2020	21/10/2020
<a href="#">View File</a>				

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

Evaluation is done round the year other than university examination. Internal tests and model tests are conducted to evaluate the performance of students, whatever is taught in the class. To evaluate grasping and interest of the students the mentors conduct oral exam. In which students are tested for the level of reception of the content taught in the class, to gauge level of

grasping of the students after finishing every unit of the curriculum unit tests are conducted. The final term-end examination is conducted by the affiliating university at the college under the superintendence and invigilation of the college staff. As applicable in some subjects, evaluation of applied nature is also practiced in the form of project preparation and data collection.

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

Academic calendar of college is prepared at the beginning of the session which is to be followed by all the departments and faculties. University academic calendar is followed meticulously to plan various activities in such a way that the teaching schedule is not disturbed. This helps in planning academic activities like unit tests, annual exam and semester exam as well as non non teaching activities.

## 2.6 – Student Performance and Learning Outcomes

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

<http://www.rcscollege.com/template.php?mainmenu=ABOUT%20US&submenu=Programmes&subsubmenu=PO%20PSO%20CO&subsubsubmenu=#mycontent>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
103	BA	Arts	95	72	75.78
203	BCom	Commerce	231	229	99.13
301	BLibISc	Library and Information Science	17	16	94.12
404	BPED	Physical Education	58	56	96.55
504	MA	Economics	6	6	100
604	MA	Political Science	22	20	90.91
704	MCom	Commerce	24	24	100
802	MLibISc	Library and Information Science	15	11	73.33
902	PGDCA	Computer Application	30	30	100

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## 2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0
No file uploaded.				

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

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

Name of the Department	Number of PhD's Awarded
Political Science	4

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Political Science	4	2.89
No file uploaded.			

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

Department	Number of Publication
Nil	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	13	1	Nil
Presented papers	Nil	1	Nil	Nil
Resource persons	Nil	Nil	1	Nil
<a href="#">View File</a>				

## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Combined Annual Training Camp Purai	37 CG BN NCC Durg	1	89
Painting Competition	37 CG BN NCC Durg	5	54
Cycle Rally of Road Safety Awareness	37 CG BN NCC Durg	5	85
Tree Plantation	37 CG BN NCC Durg	13	67
NCC Cadet Selection	37 CG BN NCC Durg	1	54
Wiping the statues	37 CG BN NCC Durg	3	37
Cleanliness Rally	37 CG BN NCC Durg	6	90
Debate Competition	37 CG BN NCC Durg	3	34
Blood Donation	District Hospital Durg	1	49
Work at Sai	Sai Mandir	4	66

Mandir

Kasaridih Durg

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Discussion Programme under Swachhata Hi Sewa Abhiyan	College	Discussion Programme under Swachhata Hi Sewa Abhiyan	23	215
Healthy Athlete (Fit Feet)	College/Special Olympic Bharat Chhattisgarh	Healthy Athlete (Fit Feet) Programme	10	250
Special Smile Programme	College/Special Olympic Bharat Chhattisgarh	Special Smile Programme (Dental Camp)	10	241
Awareness Programme	College	Health Awareness Programme for Girls	10	130
Awareness Programme	College	Swachhata Awareness Rally under Swachhata Hi Sewa Abhiyan	18	315
Hindi Diwas	College	Hindi Diwas	19	215
Awareness Programme	College	Awareness Programme on voting	23	325
Advance Coaches Training	College/Special Olympic Bharat Chhattisgarh	Advance Coaches Training Camp	6	50
Fit India	College	Fit India	26	175
Premchand Jayanti	College	Premchand Jayanti	22	165
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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Nil	0	Nil	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.94	1.94

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Institute Information System	Partially	1.0	2020

4.2.2 – Library Services

Library	Existing	Newly Added	Total
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Service Type						
Text Books	26255	2403846	624	140750	26879	2544596
Reference Books	1816	83222	5	1320	1821	84542
Journals	2	1250	Nil	Nil	2	1250
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	72	1	2	8	1	1	6	100	0
Added	0	0	0	0	0	0	0	0	0
Total	72	1	2	8	1	1	6	100	0

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

100 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
16.6	16.6	6.85	6.85

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

Infrastructure and academic and physical facilities of institution are well maintained by college. Construction, maintenance and repairing of building, classrooms, library, electrical appliances and other physical infrastructure of college is done by college. HODs, Student union, Students inform principal if

any maintenance and repairing is required. In turn principal inform the management regarding the same issues. The principal calls for minimum three quotations and order is given by comparing them when any repair or purchase is to be made. Students are encouraged to avail facilities like library, sports etc. At the end of each academic year a yearly review of property and audit is done. Any such areas which require repairing or renovation are maintained accordingly.

<http://www.rcscollege.com/template.php?mainmenu=ABOUT%20US&submenu=Policies&subsubmenu=Policies%20For%20Maintaining%20And%20Utilizing&subsubsubmenu=#mycontent>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nirdhan Chhatra Sahayata Kosh	128	229200
Financial Support from Other Sources			
a) National	Post Matric Scholarship for SC/ST/OBC	503	1556485
b) International	Nil	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Nil	Nil	Nil	Nil

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for competitive exam and career counseling	35	93	Nil	Nil

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

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



5

5

10

**5.2 – Student Progression**

## 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
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## 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	9	B.P.Ed.	Physical Education	SOS Pt.RSU Raipur and Vipra College Raipur	M.P.Ed.
2019	100	UG	UG	Seth RCS Arts Commerce College Durg	Bachelor of Physical Education
2019	30	UG	UG	Seth RCS Arts Commerce College Durg	PGDCA
2019	15	B.Lib.Isc	Library and Information Science	Seth RCS Arts Commerce College Durg	M.Lib.Isc.
2019	40	UG	UG	Seth RCS Arts Commerce College Durg	MA Political Science
2019	60	B.Com.	Commerce	Seth RCS Arts Commerce College Durg	M.Com.
2019	8	UG	UG	Seth RCS Arts Commerce College Durg	MA Economics
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## 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	7

SET	3
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Sports	College Level	250
Atheletics (M/W)	Sector Level	245
Hockey (M)	Inter College	40
Kho-Kho (W)	State	108
Kho-Kho (M/W)	University Trail	48
Different Competitions	College	230
Annual Cultural Function	College	150
No file uploaded.		

**5.3 – Student Participation and Activities**

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Gundadhur (State Award)	National	1	Nil	HU/332/1 9001001	Akarshi Kashyap
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council which is formed either by electing or nominating according to which ever directives given by the state government. Student Council always joins hand with faculty members, administrative staffs to ensure overall development of college. The students are a part of planning, implementation and execution of all cultural and other activities organized by college. The Student Council is very active and responsible for all students activities throughout the year. Every year in the month of January or February annual cultural programme is organized by college and student council. The Council also very active to solve the students problems. They communicate the principal about problems faced by students and also demand for the facilities that students required time to time. Student Council also helps those students who are not able to pay their fee by using their fund.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

70

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the teachers nominates different committees for planning and implementation of different academic, student administration and related policies. The college has different committees for different purposes at college level for smooth functioning of academic and administrative activities of college. All committees have some senior and junior staffs as a member of committee. Regular meetings are conducted with management to overall development of college. The matter discussed in the meeting and the suggestions received are incorporated.

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

Yes

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	Academic Calendar is prepared by IQAC according to Higher Education or University Academic Calendar. Head of the institution and head of the department monitor the smooth function of day to day academic activities. Different types activities conducted for the purpose of learning. The internal and continuous assessment is done to increase quality of education. Teachers and students are motivated for participating in Workshop, Seminar, Webinar for quality enhancement.
Curriculum Development	Curriculum developed by affiliating university and followed by all departments. As a member of board of studies of affiliating and other universities teachers contribute in curriculum development and designing.
Admission of Students	First Year and First Semester students apply online through affiliating university portal and submit their hard copy of admission form in college. Other students apply for admission by offline procedure. Admission are given on the basis of first come first serve.

Industry Interaction / Collaboration	The institution has collaboration and interaction with universities and various educational institutes, NGOs and related Govt. Offices.
Human Resource Management	All necessary facilities and leaves are given to the staff. Yearly increment is given to all staffs. Loan facility also provided to the staff on their need.
Examination and Evaluation	College conducts model test in the pattern of university exam just before the university exam. The internal and continuous assessment is done in regular basis. Internal marks are allotted based on the assessment or model test.
Research and Development	Encouraging faculty to organize, attend and present papers at state/national/international conferences and seminars. Duty leave sanctioned to faculty members for participating in seminars, workshops, refresher/orientation/short term course. Experts are invited to deliver lectures to promote research activities. Faculty member and students are motivated to publish their research papers in reputed journals. College has research center of political science and under the guidance of faculties students and research scholar do their research work. Books and study materials are provided to research scholar and students.
Library, ICT and Physical Infrastructure / Instrumentation	Library is well equipped with text books, reference books, journals and newspapers etc. Library is automated through library management system software. The library has subscription of N-List through which teachers and students can access e-resources. Computer lab is well equipped with internet facility. College campus is WiFi enabled and under surveillance of CCTV. College has well equipped Badminton and Table Tennis Hall.

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

E-governance area	Details
Planning and Development	The college has a dedicated short messaging system to deliver important information to its stakeholders. College has developed own website for all important information. Keeping in mind the tech savvy generation

	innovation have been made to use social media platform to exhibit college activities on Facebook, Whatsapp etc. We have ICT enabled classroom and hall.
Administration	College has developed its own website. Important informations are informed through website and by SMS service. The college campus is equipped with CCTV cameras installed at various places of need. WhatsApp group helps to provide the brief notices of any event to be happened in college.
Finance and Accounts	The college has a software for fee collection. Computer generated receipt is given to students.
Student Admission and Support	Students need online registration through admission portal of affiliating university which helps us create an accessible database. After registration students need to submit hard copy of application form.
Examination	The affiliating university has implemented e-governance through different modules like examination form filling, internal and practical marks uploading.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	Nil	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development	Number of teachers who attended	From Date	To date	Duration

programme				
Faculty Development Programme on Futuristic Approach and Professional Preparation in Physical Education	1	27/06/2020	03/07/2020	7
Faculty Development Programme on Online Education: Boon for Upliftment of Higher Education Institutes	3	22/07/2020	31/07/2020	10
E-lecture series- INDRADHANUSH organized by Hemchand Yadav University Durg	3	03/07/2020	09/07/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	12	Nil	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Advance against salary, EWF, CPF, Loan, Maternity leave	Advance against salary, EWF, CPF, Loan, Maternity leave.	Scholarship, Nirdhan Sahayta Kosh, Book bank, Fee relaxation to poor students.

**6.4 – Financial Management and Resource Mobilization**

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

Institution conducts internal and external financial audit every year. Internal audit is done by Chartered Accountants appointed by institution. External audit is done by auditor appointed by Higher Education Department, Chhattisgarh. The external audit team verifies all the financial documents related to the public funds utilized by College.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individuals	162471	Memorial Award
<a href="#">View File</a>		

## 6.4.3 – Total corpus fund generated

162471

**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Principal and HOD
Administrative	Yes	Financial audit by external auditor appointed by Department of Higher Education, Chhattisgarh.	Yes	Financial Audit by CA appointed by college.

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

(1) Principal is accessible to the Parents for any discussion and feedback. (2) In the event of attendance defaulters or discipline related issues, the concerned parents are called upon to intimate their wards absence from classrooms or indiscipline and warned about the possibility of not being allowed to sit in examinations.

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

(1) Computer raining programme for support staff. (2) College conducts Yoga Day with the help of all teaching and supporting staff and motivate them to stay fit and healthy.

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

(1) Applied for PG Diploma in Yoga Program. (2) Appointment of teaching faculties in in process. (3) Motivate faculties to take up research and publication. (4) Automation of library is proposed. (5) Modernized online teaching methods adopted.

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Discussion Programme under Swachhata Hi Sewa Abhiyan	12/09/2019	12/09/2019	12/09/2019	215

2019	Awareness programme on Voting	13/09/2019	13/09/2019	13/09/2019	325
2019	Health awareness programme for girls	21/09/2019	21/09/2019	21/09/2019	130
2019	Swachhata Awareness Rally under Swachhata Hi Sewa Abhiyan	16/09/2019	16/09/2019	16/09/2019	315
2019	Fit India Movement	29/08/2019	29/08/2019	29/08/2019	175
2020	Online General Awareness Quiz	09/07/2020	09/07/2020	09/07/2020	235
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Health awareness programme for girls	21/09/2019	21/09/2019	130	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Environmental consciousness and sustainability is a core agenda of the college. The college maintains a green and sustainable campus. It is committed to the optimization of its available material that promotes conservation of energy and other natural resources. Waste is segregated into dry and wet waste dustbins and delivered to Municipal Corporation waste collection vehicle. Activities towards environmental consciousness are as conducted every year: (1) Tree plantation (2) Garden and plants are maintained regularly. (3) All electricity consuming facilities and equipments are switched off when not in use. (4) Sensitize the students and staff regarding energy conservation. (5) Swachhata rally organized to aware students and public to keep the environment clean and safe. (6) The College optimizes its water usage and practices water management through waste water recycling and rain-water harvesting.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	150
Scribes for examination	Yes	3



Special skill development for differently abled students	Yes	150
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7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/11/2019	1	Blood Donation	Blood Donation	49
2020	1	1	11/01/2020	7	Road Safety Week	Awareness of Road safety rules	40
2019	1	1	23/09/2019	1	Family health forum	Aware families of special athletes about health care, education and inclusive activities of special athletes.	125
2019	1	1	06/12/2019	1	Unified sports	Unified sports program brings athletes with and without disabilities together.	60

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Premchand Jayanti	26/08/2019	26/08/2019	165
Hindi Diwas	14/09/2019	14/09/2019	215
Samvidhan Diwas	26/11/2019	26/11/2019	285
Matrihasha Diwas	21/02/2020	21/02/2020	45
Fit India Movement	29/08/2019	29/08/2019	175
Teachers Day	05/09/2019	05/09/2019	220
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Plantation of Trees.
Garden and plants are maintained regularly.
All electricity consuming facilities and equipments are switched off when not in use.
Sensitize the students and staff regarding energy conservation.
Swachhata rally organized to aware students and public to keep the environment clean and safe.
The College optimizes its water usage and practices water management through waste water recycling and rain-water harvesting.
Waste is segregated into dry and wet waste dustbins and delivered to Municipal Corporation waste collection vehicle.

#### 7.2 – Best Practices

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

Best Practice - 01 Title of the Practice - Memorial Awards Objective:- Top ranked students from different streams are awarded with medal, cash prize along with certificate every year. These awards are sponsored by the teachers and relatives in the memory of their loved ones. The Context - Top ranking students from every discipline are awarded with medal, cash prize along with certificate every year for their great achievement. Award is given in the annual function ceremony of the college by the chief guest in the presence of students and stakeholder. The motive of the award is to encourage the students to keep up their best performance in class and streams. The Practice - Outstanding students of various class and streams are felicitated by the chief guest in annual function of college. Memorial awards that given to students are as under: (1) Kumari Sulbha Pattalwar Memorial Award - This award goes to the student who obtained highest marks in arts faculty. (2) Shri Ajay Kumar Agrawal Silver Medal Memorial Award - This goes to the student of the highest marks in commerce faculty of UG and PG. (3) Shri Mangal Das Nagariya Silver Medal Memorial Award - This award for best performing student in arts faculty. (4) Dr. Bhagwat Prasad Gupta Silver Medal Memorial Award - This is awarded to highest scorer in arts faculty of post graduation. (5) Shri Gopal Singh Yadav Silver Medal Memorial Award - This award is given for two categories. First is Silver medal which is awarded to highest scorere of PG student in Political Science. Second Silver Medal is awarded to student who secured second place in second year of PG in Political Science. (6) Freedom Fighter Shri Ramji Mishra Silver Medal Memorial Award - In this category Bronze medal is awarded to highest scorer student of PG final year of Economics. (7) Shri Damodar Prasad Tiwari Silver Medal Memorial Award - This is awarded to student scoring highest in stream of Physical Education. Uniqueness - As best performers are awarded with gold medals on university level. In similar way students are felicitated

on college level. The uniqueness of this practice is that awards are sponsored by the teachers of the college and relatives in the memory of their loved ones. These awards motivate students to achieve excellence in their academic carrier. Evidence of Success: Nine students have been awarded Memorial Award in the year 2019. Best Practice - 02 Title of the Practice - Nirdhan Chhatra Sahayata Kosh Goal - (1) To help poor and needy students. (2) This fund is provided to students for paying college fee, books and other items for educational needs.

The Context - Students have to produce income certificate certified by Tehsildar to get this fund. With the help of notice, college students come to know about this fund and applications are invited for the same. The Practice - Nirdhan Chhatra Sahayata Kosh committee verifies the application before giving the fund to the needy and poor students. Committee conduct meeting and provide fund to the selected students. Uniqueness - 128 students are benefited and amount distributed Rs. 229200/- in the year 2019-20. Evidence of Success - 128 students are benefited and amount distributed Rs. 229200/- in the year 2019-20

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

<http://www.rcscollege.com/template.php?mainmenu=IQAC&submenu=Best%20Practice&subsubmenu=2019-20&subsubsubmenu=#mycontent>

### 7.3 – Institutional Distinctiveness

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

Seth R. C. S. Arts Commerce College, Durg has a understanding of its role as a institution of higher education plays in the society. Its vision is based on this understanding, it constantly visualizes itself as an effective catalytic agent of socio-intellectual upliftment of its educationally challenged surrounding through imparting quality education to under privileged section. College provide financial help to these under privileged students through Nirdhan Chhatra Sahayata Kosh. This year 128 students have been benefited and Rs. 229200 is distributed. Besides this institution strongly believes in the values which are to prove ourselves as an institution which fully carters to the local need of quality higher education and remains wedded to the national goal of producing productive, morally responsible, disciplined and intellectually vibrant citizens.

Provide the weblink of the institution

<http://www.rcscollege.com/template.php?mainmenu=ABOUT%20US&submenu=Vision%20And%20Mission&subsubmenu=&subsubsubmenu=#mycontent>

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

(1) Completion of in-process appointments of regular teaching staff. (2) Planning to start PG Diploma in Yoga programme in next year. (3) Conduct Seminar/Webinar/Workshop/Conference/FDP. (4) Conduct awareness programme on COVID -19. (5) Strengthening the facilities of online classes. (6) Strengthen the working of Career Guidance and Placement Cell. (7) Conduct Activities for promotion of universal Values and Ethics.