



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MAHANT LAXMINARAYAN DAS COLLEGE, GANDHI CHOWK, RAIPUR (C.G.)
Name of the head of the Institution		Dr. Dewashish Mukherjee
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0771-4057374
Mobile no.		9926655551
Registered Email		mldcraipur@gmail.com
Alternate Email		dewasishmukherjee@gmail.com
Address		Near Rang Mandir, Chhotapara, Gandhi Chowk, Raipur, Chhattisgarh- 492001, India
City/Town		Raipur
State/UT		Chhattisgarh

Pincode	492001																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Urban																		
Financial Status	private																		
Name of the IQAC co-ordinator/Director	Mrs. Anupama Jain																		
Phone no/Alternate Phone no.	07714057374																		
Mobile no.	7987216795																		
Registered Email	anujainraipur@gmail.com																		
Alternate Email	pritamdass81@yahoo.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	https://www.mldcollege.com/aqar																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.mldcollege.com/academic_calendar_2018-19.pdf																		
5. Accrediation Details																			
<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>2.06</td> <td>2018</td> <td>02-Nov-2018</td> <td>01-Nov-2023</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.06	2018	02-Nov-2018	01-Nov-2023
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.06	2018	02-Nov-2018	01-Nov-2023														
6. Date of Establishment of IQAC	26-Aug-2015																		
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																

Parent Teacher Meet	29-Aug-2018 01	200
Awareness Camp on Dengue	31-Aug-2018 01	120
Hindi Diwas Program	15-Sep-2018 01	50
Tree Plantation	21-Sep-2018 01	50
Voter Awareness Camp	29-Sep-2018 01	50
Sardar Vallab Bhai Patel Jayanti	01-Nov-2018 01	60
Koumi Ekta Diwad	20-Nov-2018 01	70
Human Rights Day	11-Dec-2018 01	70
Lecturer on G. S. T.	18-Aug-2018 01	70

L::asset('/', 'public')/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}}

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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
NIL	NA	NIL	2019 0	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities

No

during the year?

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

1. Conduct Remedial Classes. 2. Start procedure for new courses D. C. A. and B. A. in Journalism and Mass Communication. 3. Reimbursement of registration fees for seminars, workshop, conferences, and research paper publication in reputed journals for the quality enhancement of teachers.

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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
Remedial classes are conducted by college for Arts, commerce and computer Sc. department as recommended by IQAC. The objective of remedial teaching is to give additional help to slow learners who have lagged behind the rest of the students. It is conducted to enhance an academic performance and equip them with basic knowledge in different subjects, self learning, self management, time management, repair the problem area, to overcome academic weaknesses and prepare them efficiently to face the exams. Specific attention was given to first year students.	Academically poor performances students have been passed after taking remedial classes and ready to give their suggestion in the same category students.
New courses were taken to explore their academic skills. To make students equip with computer applications. Journalism plays a pivotal role in disseminating information. Students seeking journalism will act as a doorway to entry-level jobs. All procedure with documentation applied to university.	Process started.
Add-on course to enhance the students' qualifications that in term helps them to improve their confidence level in competitions of daily life.	Process started.
The IQAC cell instructed all the faculties to increase research and publish at least one research paper in reputed research journals every year.	Few faculties published research paper in UGC listed Journals.
According to the number of enrolled students. As per proposal 16 computers are purchased.	Purchasing process started.
A special awareness program conducted for those students who withdraw before completing the course. The faculties of	Rate of dropout students declined.

the college tried hard to convince the drop out students and they visited to their home and discuss with their parents.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

College Statutory Body

11-Nov-2019

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

Yes

Date of Visit

10-Oct-2018

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

14-Feb-2019

17. Does the Institution have Management Information System ?

No

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

Institution has the mechanism for well planned curriculum that places a great deal of emphasis on creating detailed process, planning and documentation. Mahant Laxminarayan Das College is an institution which provides traditional as well as commercial education. The college is affiliated to Pt. Ravishankar Shukla University and Kushabhau Thakre Patrakarita avam Jansanchar University Raipur. Both the universities have their own Academic Calendars according to which the institution has created its own Academic Calendar to follow all the activities and complete the syllabus in the key dates. The college Academic Calendar has Unit wise description of the syllabus, Seminar on various subjects, ICT based education, various activities for the holistic development of the students and the before final examination to organize Internal Examination by the different departments. 1. Lectures- Lectures are used to convey information. The teacher explains the topic to the students by using the convictional method of teaching. 2. Class Presentation - The teacher uses Information and Communications Technology (ICT) to teach which improves learning outcome. 3. Tutorials- Teacher Uses Tutorials method for transferring knowledge in which teacher gives individual attention to the small group of

students. 4. Lab - The College has the facilities of Computer and Geography Lab. Computer lab helps the students to get, use and search the information. Geography lab plays a pivotal role in enriching geographical base of a student. 5. Separate classes for slow learners- The teacher takes the separate classes for slow learners. The teacher clears their doubts and leading discussion that encourage students to learning. 6. Project Work- The Departments of Commerce and management, Computer and English give Project Work to the students. It allows the students to study and to research. It improves their abilities, interests and aptitudes. Every year the institution tries to introduce new pedagogy for the teachers. In this respect our teachers registered into Swayam, MOOC and STC etc. Swayam is an online portal to provide best teaching learning experiences. MOOC provides interactive courses for distance education. STC is Senior Teaching Certificate course in India through which a teacher earned a certificate to teach in different schools and colleges. After completion of the training the college implements it in the classroom. The college takes initiatives to incorporate Skill Development Programs for spiral development.

1. Day wise teaching plan for the whole course curriculum to be covered for examination which is to be continuously monitored by the HOD and Principal. 2. Question bank is provided by the faculties of the college. It makes the teaching- learning process effective. It helps students. 3. Remedial classes are considered for the First Year students. It helps them to overcome the fear of exam and time management to solve the paper in the given time. 4. The institution takes the P.G. and U.G. students of commerce and management for the industrial visit which makes them familiar with practical knowledge. 5. Every department visits one compulsory excursion for all the students. The visit is always related the cultural heritage and history of Chhattisgarh.

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
NA	NA	30/06/2019	00	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA (Journalism)	NA	30/06/2019
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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	NA	30/06/2019

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

	Certificate	Diploma Course
Number of Students	0	0

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
NA	30/06/2019	0

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
PGDCA	Software	74
BBA	Management	18
BCA	Software	11
MCom	Commerce	65

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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

In the session 2018-19 the college took feedback on the basis of five criteria: A. Institution feedback by students. B. Institution feedback by faculties. C. Faculties feedback by students D. Institution feedback by parents E. Institution feedback by Alumni On the analysis of feedback the college has amassed a trove of findings, offers valuable suggestions and arrived at decisions to improve certain areas. On the basis of students feedback for faculties the college has decided to improve internal evaluation procedure. For this purpose faculties decide to make short test series of MCQ for evaluation of at least half syllabus in the mid session. To add up extracurricular activities the college decides to organize different type of competitions for students and thus divides the students in six groups so that they can participate within the groups formed. To consider evaluation process the college decides to give short assignments in each subject to students and organize group discussions, presentation on the same topic. The institution provides five minutes to students for presentation of assignments and announces prizes for the best assignments too. The college considers organizing short term training programme for teachers to improve teaching with LCD, ICT and multimedia. After that every faculty should adopt smart teaching method and take at least 3-4 classes with it. From the findings of student's feedback about institution the college is very keen to improve certain areas. It plans to improve college website. The IT cell uploads useful information like time table and examination related information on website regularly. In the year 2018-19 the college finds three complaints against sexual harassment and two complaints against ragging. To resolve these issues the anti sexual harassment cell and anti ragging cell seek to organize problem solving meetings with students to arrive at decisions and actions. The students give feedback on canteen also. On the basis of it the college decides a hygienic homely canteen for students which offer services at least 4-5 hours in a day. The college canteen opens early at 7:30 A.M. and closes on 1:00 P.M. On the feedback of cleanliness the cleanliness cell decides to make a committee of peons and

supervisors who regularly maintain cleanliness and hygiene. To improve sports activities the sports cell of college selects students within each class to make college team for cricket, volleyball, badminton, kayaking, kayoing, wrestling and chess. With the efforts and appreciation of sports cell the students of college are able to secure positions in the state and National level competitions. On the basis of parents feedback the PTM cell decides to organize at least three PTM in a year that would facilitate communication with parents. On the basis of suggestions given by parents the college decides to conduct remedial classes for students for twenty days in the month of January. After remedial classes faculties seek to take special test series and give them short question bank for examination preparation. On the feedback of alumni, the alumni Cell decides to organize alumni meet in February.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Humanities	300	360	586
BCom	Commerce	600	730	959
BCA	Computer Application	30	67	52
BBA	Management	40	26	44
MCom	Commerce	75	85	139
MA	English Lit.	25	60	41
PGDCA	Computer Application	80	200	80
PG Diploma	Yoga	70	75	69

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1641	329	12	1	19

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	Numberof smart classrooms	E-resources and techniques used
33	28	3	7	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)

Whenever students enter college with clear carrier path in mind or they are weighing their options college can help them to discover and develop their interest and inner most passion. Professors of college are trying to improve their deep learning technique to crack their exams with optimum results and help to develop their confidence and communication skill so they can handle their situation and are also trying to build trust and open communication between students by taking personal interest college conducts many seminar of intellectuals to provide them awareness towards their life shaping in various ways. College runs various streams, few of them are Degree courses as well Diploma too like B.Com, B.Com with Computer applications, BBA, BA, M.Com, MA in English, Post Graduation Diploma in Computer Application, Post Graduation Diploma in journalism, Post Graduation Diploma in Yoga Science. College runs 10 various Courses with 5 Departments, each Department have separate plans for mentoring student. Department of commerce Conducts various teaching programs to educate them with new technique like G.S.T., current taxation method, advertisement construction method, personality development and other practical devices to conduct workshops. Department have commerce lab, professors instruct them for e-friendly. Department of Humanities have separate techniques to mentoring them for facilitating more instruction with students, a specially formed mentorship Scheme programme is implemented by the faculty of Arts, we have near about 700 student enrolled in the department of humanities and their mentors have distributed students according to their interest. language mentors play vital role to instruct them in the field of anchoring, Counseling and specific classes are arranged for the students to develop teaching skills as the mode of elaboration of topics, which help them to establish in the field of teaching, specific classes for students to develop skill of hypothesis, observation, analysis and achieving the final result. Final year students are given guidance by senior professor technique to crack competitive exams. Recently professors have started teaching for how to prepare for competitive exams and conducting test series. Department of management develops various skills like entrepreneurship analytical skill, decision making, time management through various activities like case studies, visiting industrial areas, group discussion and also provides counselling for preparation of scare free examination. Department of Computer provides practical guidance of developing software solution to update their skills and also prepares them for online examination through mock test. Department of Yoga is playing major role to develop health awareness to student and provides health related to various classes of Aasanas which makes their mind concentrated calm peaceful department focuses towards holistic development of students. Professor guides the student to shape their carrier in electronic media department of journalism helps the student to know about current affairs and develop writing skill mentors guide how to collect news, how to take bites through various areas. All mentoring objectives are directed by the honorable principal who takes interest personally and guides the students individually with soft and polite attitude.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1970	33	1:60

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
38	33	6	2	11

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
2018	NA	Assistant Professor	NA
2019	NA	Assistant Professor	NA
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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
BA	NA	FIRST YEAR	17/05/2019	19/07/2019
BA	NA	SECOND YEAR	16/05/2019	17/07/2019
BA	NA	THIRD YEAR	20/05/2019	12/07/2019
BCom	NA	FIRST YEAR	11/04/2019	17/07/2019
BCom	NA	SECOND YEAR	11/04/2019	13/07/2019
BCom	NA	THIRD YEAR	11/04/2019	15/06/2019
BCA	NA	FIRST YEAR	10/05/2019	22/07/2019
BCA	NA	SECOND YEAR	03/05/2019	26/06/2019
BCA	NA	THIRD YEAR	03/05/2019	26/06/2019
BBA	NA	SECOND SEMESTER	05/07/2019	04/09/2019

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

For the Continuous Internal Evaluation of the students the institution organizes Unit Test every month. The Unit Test is organized for both P.G. and U.G. students. The Unit Test is conducted after the completion of every unit or chapter. The students are pre-informed about the Unit Test. It helps them for preparation, interpretation and analysis with regard to the subject. The evaluation of the unit test is done by the relevant professors. The Unit Test is well assessed and the mistakes are rectified. The model answer of the Unit Test is also provided for the self evaluation of the students. It is very important to revise the work and be aware when to move to the next level of the course. The assignments are given to those students who remain absent during the Unit Test. The teachers are entrusted with the duty and responsibilities to make the students reach to their true power and potentialities. For Continuous Internal Evaluation of post graduate students the institution organizes group discussion between the senior and the junior students. Assessment of student learning makes them efficient in identifying strengths and weaknesses and furnishes them with relevant information to overcome learning deficiencies and it also lends help to correct learning deficiencies and confusion. The students indulged in self assessment shows a mark of continuous improvement when such evaluation is properly implemented. It helps them in overcoming perplexity and fear. It lends them vigor, energy and enthusiasm to surge ahead with confidence to face the examination.

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

The college is affiliated to Pt. Ravishankar Shukla University and Kushabhau Thakre Patrakarita university Raipur. Both the Universities have their own Academic Calendars according to which the institution organizes written exam to evaluate the intellectual ability of the students. It is divided into two categories. 1. Main Annual Exam and Supplementary Exam. 2. Semester Exam 3. Internal Evaluation. The Main Annual Exam is organized during the months from March to May and the Supplementary Exam is organized during the month of

October. These examinations are meant only for under graduation students. The Semester Exam for the Post Graduation students is organized twice in a year during the months from December to January and June to July as per university academic calendar. These examinations are meant for the Post Graduation and Diploma students. Prior to these examinations the Internal Examination is also organized for the Post Graduation students during the first month of December. Internal Examination is also organized for the under graduation students during the month of February. The Internal and external evaluations have their diverse uses. It is a significant tool for assessing evaluation of students done by the organization. It engenders the discipline among the students as it makes them engage in the studies throughout the year. The students will be more attentive to studying in class. It reduces worries, anxiety and fear of examination. It enables them to withstand the pressure of examination. It lends them ability to effectively manage the time during the exams. It equips them with mental strength and ability to face the exam.

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://mldcollege.com/news>

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
Nil	MCom	Commerce	63	58	92.06
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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)

<https://www.mldcollege.com/student-satisfaction-survey>

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
Total	00	NA	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
Workshop on Recognition of Product helping in personality development	Department of Commerce and management	06/12/2018

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
NA	NA	NA	30/06/2019	NA
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	30/06/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NA	0

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)
National	COMMERCE AND MANAGEMENT	1	0
International	COMMERCE AND MANAGEMENT	3	6
International	HUMANITIES	3	6
International	ENGLISH	2	6
International	COMPUTER SC.	3	0
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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
Commerce and Management	1
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
NA	NA	NA	2019	0	NA	0
NA	NA	NA	2018	0	NA	0
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
NA	NA	NA	2019	0	0	NA
NA	NA	NA	2018	0	0	NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	0
Presented papers	2	16	0	0
Resource persons	1	2	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
VOTER AWARENESS CAMPAIGN	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR, C. G. ELECTION COMMISSION	3	50
TEACHERS DAY CELEBRATION	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	5	140
INTERNATIONAL LITERACY DAY	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	3	50
NSS FOUNDATION DAY	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR, PT. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR	4	50
WORLD YOGA DAY	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	15	40
NSS ORIENTATION PROGRAMME	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	3	140
PLANTATION, VAN MAHOTSAV	NSS UNIT, DEPT. OF FOREST GOVT. OF C.G.	15	40

EDUCATION, HEALTH AND PUBLIC TOILET SURVEY	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	3	50
INDEPENDENCE DAY CELEBRATION	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	40	50
CLEAN INDIA MOMENT	NSS UNIT, MAHANT LAXMINARAYAN DAS COLLEGE, RAIPUR	4	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
CLEAN INDIA CAMPAIGN	N.S.S. Unit Mahant Laxminarayan Das College, Raipur	AWARENESS, CLEANLINESS WORK AND RALLY IN THE COLLEGE CAMPUS	4	50
CLEAN INDIA CAMPAIGN	NSS, MUNICIPALITY CORPORATION RAIPUR	AWARENESS AND CLEANLINESS RALLY	2	40
AIDS AWARENESS	NSS, CG AIDS CONTROL SOCIETY	AWARENESS RALLY AND LECTURE, CITY TOUR FROM MUNICIPAL CORPORATION PARK	3	50
CLEAN INDIA CAMPAIGN	N.S.S. Unit Mahant Laxminarayan Das College, Raipur	CLEANLINESS OF THE COLLEGE CAMPUS	20	50
CLEAN INDIA CAMPAIGN	N.S.S. Unit Mahant Laxminarayan Das College, Raipur	AWARENESS RALLY AND STREET SHOW	3	50
CLEAN INDIA CAMPAIGN	N.S.S. Unit Mahant Laxminarayan Das College,	CLEAN UNIVERSITY CAMPUS	2	35

Raipur, Pt.
ravishankar
Shukla
University,
Raipur and
Higher
education
department
Govt. of
Chhattisgarh

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	00
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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
NA	NA	NA	01/01/2018	30/06/2019	00
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
NA	30/06/2019	NA	0
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6140000	4402223

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing

Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
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
DELPLUS	Fully	Ver2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5886	885099	773	122157	6659	1007256
Reference Books	88	22777	36	13695	124	36472
Journals	8	50497	4	4158	12	54655
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	30/06/2019
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	68	2	79	5	0	4	2	4	0
Added	26	1	26	0	0	0	0	0	0
Total	94	3	105	5	0	4	2	4	0

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

4 MBPS/ GBPS

4.3.3 – Facility for e-content

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

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
1604000	1360046	3864000	1700712

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)

The college has Maintenance Committee that observes the maintenance of buildings, classrooms and laboratories. The Maintenance committee is led by the Office Superintendent who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the Office Superintendent and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor and room-wise responsibilities, timings, leave etc. The maintenance officer conducts periodic checks to ensure the efficiency/working condition of the infrastructure. Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non-teaching staff assigned for each floor. Wash rooms are well maintained. Dustbins are placed in every floor. The preview includes maintenance of Solar System, Air Conditioners, CCTV cameras and Water Purifiers. Apart from contract workers, the college has trained in-house electricians and plumbers. College has Annual Maintenance Contract (AMC) with Adarsh Computers, Raipur that offers the computer maintenance. They take care of our computer and its related parts after its warranty period has been expired. They provide support for networks and computers under a service contract, monitor the network to identify and resolve potential issues by best troubleshooting techniques. Parking facility is well organized. It is efficiently maintained by annually renewed contract. The campus maintenance is monitored through surveillance Cameras. Proper inspection is done. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative office. The requirements are collectively processed in every year so as to keep things ready for the new session. This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and house-keeping. Computer department caters to the computing facilities and maintenance of the same at the institute level. This department provides the training and maintenance of automation package, college website, biometric services, troubleshooting of hardware, networking equipment including internet connectivity. Monitor electrical equipment such as Solar System, and UPS monthly and enter the condition/Status of equipment in Log book. Call the contractor (belonging to equipment) in case of major fault. Some facilities like House Keeping, Cooking, Gardening, Laundry, have been outsourced to professional agencies. Cleaning of campus, including classrooms, labs, seminar halls playgrounds etc., and are attended/ supervised by a supervisor. The library is headed by librarian and he is supported by the assistant librarian, supporting staff for Journal and Reference sections. In addition to the above staff, book lifter and attendant will help the students for searching and lending of the books. We are an e-waste recycling facility with Namo eWaste Management Ltd. Faridabad, India. The student of computer

department put up two boxes in the college campus and spoke to student in classes, during breaks and spread awareness about the proper disposal of E-waste and informed them about the collection drive.

<https://www.mldcollege.com/facilities>

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	College Scholarship Scheme	76	130100
Financial Support from Other Sources			
a) National	Govt. Scholarship Scheme	556	2775016
b) International	No	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	30/06/2019	0	NA
No file uploaded.			

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	NA	0	0	0	0
2018	NA	0	0	0	0
No file uploaded.					

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
1	1	5

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

Reliance Jio	51	6	None	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	4	Bachelor of Arts	Humanities	Mahant Laxmnarayan Das College, Raipur	M. A. in English Literature
2019	1	Bachelor of Computer Application	Computer Science	BIT Durg	M. C. A.
2019	1	Bachelor of Computer Application	Computer Science	S ST C Bhilai	M. C. A.
2019	1	achelor of Computer Application	Computer Science	NIT Warangal	M. C. A.
2019	1	achelor of Computer Application	Computer Science	VIT Vellore	M. C. A.
2019	15	Bachelor of Arts	Humanities	Mahant Laxmnarayan Das College, Raipur	P.G.D.C.A.
2019	25	Bachelor of Commerce	Commerce and Management	Mahant Laxmnarayan Das College, Raipur	P.G.D.C.A.
2019	30	Bachelor of Commerce	Commerce and Management	Mahant Laxmnarayan Das College, Raipur	M. Com.
No file uploaded.					

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	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0

TOFEL	0
Civil Services	0
No file uploaded.	

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

Activity	Level	Number of Participants
Chair Race	College Level	65
Slow Cycle race	College Level	48
Matki Fod Competition	College Level	37
Salad Decoration Competition	College Level	21
Cooking Competition	College Level	18
Mehandi Competition	College Level	17
Volley Ball Competition	College Level	7
Badminton Competition	College Level	22
Chess Competition	College Level	36
Best out of the waste competition	College Level	20
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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	0	0	00	NA
2018	NA	International	0	0	00	NA
2019	NA	National	0	0	00	NA
2019	NA	International	0	0	00	NA
No file uploaded.						

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

College has an active student association consisting of student members. The constitution of the student association comprises President, Vice President, Secretary, Joint Secretary and Class representative. The association is monitored by senior faculty members who are responsible for the smooth conduct of the association meetings and events. The student association plays a dominant role in many activities related to cultural, sports and other co-curricular activities of the college. Various co-curricular activities organized by the association include Special Lectures by experts, Seminars, Workshops and Intercollegiate meet to develop the personality and skills of the student's ability. Eminent speakers and industrialist deliver speeches on topics relevant to current educational scenario. Student members of the associations also observe important days like National Festivals, International Women's Day, International Yoga Day, Teachers Day, Laxmibai Jayanti, Childrens

day, No vehicle day, commerce fest, Freshers Day and Farewell Program as well as tree plantation day.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Formation of Mahant Laxmi Narayan Das Alumni Association has Done Under Banner Of Mahant Laxminarayan Das Mahavidyalaya Gandhi Chowk Raipur Run By Shiksha Pracharak Samiti Raipur (C.G.). Mahant laxminarayan Das Alumni Association has been constituted on 31st may 2017 under the firms and society registration act 1973 with bearing registration no 36398 dated on 31-05-2017. Formation of this Alumni Association has done with following objectives:- 1. To collect information about old regular student of college and organize a meeting with them. 2. To create a communication between old regular student of college for betterment of institution. 3. To do work related with the academics of college. 4. All other activities and work which can be done for betterment of present studying student of college. 5. To take advice and suggestion for innovation and betterment of academic quality of college. 6. To provide assistance and guidance to present regular student of college by old regular student (alumni) of college. 7. To inform different categories of student about importance and relevance of higher education. With above objective Mahant Laxminarayan Das Alumni Association is fulfilling their objectives and responsibilities towards college. In academic session 2018-2019 various activities has done by alumniees of college like 1. Plantation in college so that new entrants can be motivated for green eco friendly environment and they also aware others towards plantation so that they can do some important and good work for their society in the banner of social responsibility. 2. In this session alumniees has taken some classes for final year student regarding employment and other career opportunity. 3. In this session alumniees of college donated sanitary wending machine for sanitary pad in affordable price of 5 rs per pad. Basic objective towards donation of this wending machine is to create a healthy and hygiene environment for girls' student in college and to spread some awareness towards uses of sanitary pad during their biological cycle days. 4. In two way communication programme alumniees shared their experience, struggle and journey of their career. In 2018-2019 alumniees gave some monetary assistance to college for developmental programme. 5. In periodic meeting (one meeting in between 4 month duration) alumniees give their valuable suggestion and opinion for development of college infrastructure and academic activities. 6. During education session hour alumniees visit college premises and if they feel any suggestion or advice regarding academics or other activities they give their suggestion and college administration take action on their suggestion. 7. Those alumniees who stands in good position in various government and private jobs they are providing career assistance to the student of college for their holistic development.

5.4.2 – No. of enrolled Alumni:

310

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

5193

5.4.4 – Meetings/activities organized by Alumni Association :

In academic session 2018-2019 various activities has done by alumniees of college 1. Plantation in college so that new entrants can be motivated for green eco friendly environment and they also aware others towards plantation so that they can do some important and good work for their society in the banner

of social responsibility. 2. In this session alumniees has taken some classes for final year student regarding employment and other career opportunity. 3. In this session alumniees of college donated sanitary wending machine for sanitary pad in affordable price of 5 rs per pad. Basic objective towards donation of this wending machine is to create a healthy and hygiene environment for girls' student in college and to spread some awareness towards uses of sanitary pad during their biological cycle days. 4. In two way communication programme alumniees shared their experience, struggle and journey of their career. In 2018-2019 alumniees gave some monetary assistance to college for developmental programme. 5. In periodic meeting (one meeting in between 4 month duration) alumniees give their valuable suggestion and opinion for development of college infrastructure and academic activities. 6. During education session hour alumniees visit college premises and if they feel any suggestion or advice regarding academics or other activities they give their suggestion and college administration take action on their suggestion. 7. Those alumniees who stands in good position in various government and private jobs they are providing career assistance to the student of college for their holistic development.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college is built with the promise of holistic development through academic and extension activities. To fulfill this purpose the institution believes on delegation system. The delegation system has a mechanism for delegating authority and evaluates the task by M.B.O. (Management by Object) and M. B. E. (Management by Exception) method. These methods help to involve people to do their work in the best mode. The institution follows the policy of decentralization. Governance decentralization includes Governing body, Academic Council and Student Union. The Governing body of the college has formed as per University act 28. It has ten members. The President of the council is to be nominated by the parental body and other members are nominated from different areas including educational field. The Principal is acted as secretary of the Governing body. The entire Academic and operational decision are taken according to the policy of Academic council which fulfills the vision and mission of the college. The Academic council also makes plan for financial and other activities with suggestions from all members of the council. The main object of Academic council is to make proper co-ordination between university academic calendar and college academic calendar. Academic council creates its own Academic Calendar to follow all activities of university and complete the syllabus in key dates. The Academic council emphasizes on over all developments of the students. The academic council implements the holistic development of the students through periodic test, evolution and new teaching pedagogy. HOD's manage the daily activities of the department. Other units of the institution such as sports and library work under the guidance of various committee and clubs. Students take part in decision making process. Students are allowed to represent their view as Class Representative. Parents Teachers meeting is regularly organised to know the view of the parents for the improvement of the institution. IQAC in the periodic meetings of academic council provides suggestion for enhancement and development of facilities in the institution. The institution has 34 committees. The institution makes sure that every faculty is involved in at least one comity. The head of the committee reports the progress of it regularly. List of the Committees:- 1. Alumni Cell 2. Anti-Ragging Cell 3. Book-Bank Committee 4. Canteen Cell 5. Cleanliness Cell 6. College Magazine Cell 7. E-News Letter Cell 8. College Academic Council Cell 9. Counseling Cell 10. Cultural Activities Cell 11. Internal Examination Cell 12. External Examination Cell 13. Fee Concession Cell 14. Feed-Back Cell 15. Girls

Common Room Cell 16. Health Check-up Cell 17. Human Resource (Human Capital Management and Placement Cell) 18. Internal IQEA Cell 19. IT Cell 20. Library Cell 21. Minority Welfare Cell 22. N. S. S. Cell 23. O.B.C. Welfare Cell 24. Office Management Cell 25. Parent Teacher Cell 26. Personality Development Cell 27. Public Relation Cell 28. Purchasing Cell 29. Research/ Seminar/ Orientation Programme and UGC Cell 30. Anti Sexual Harassment Cell (Student Employee) 31. Sports Cell 32. Student Grievance Redressal Cell 33. Student Council Cell 34. SC/ST Welfare Cell

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	<p>As per academic syllabus of Pt. Ravishankar Shukla University, Raipur for student of commerce and management college institute collaborates with listed manufacturing industries like Sarasvati Steel re-roller private limited, Raipur, Ador welding Ltd. Raipur, Boramdeo Sugar Factory, Kawardha for practical exposure of manufacturing industries like process, production operational process, packaging etc. for student of commerce and management. Commerce and management student also do their project work in various discipline like marketing, customer service, consumer behavior etc. in their academic session. Teaching staff members (faculty and professors) of the college interact with other industrialist and academic expert in many ways. Some ways are as follow: 1. Industrial exposure visit programme. 2. Guest lectures and interaction by academics expert and industrialist. 3. Teaching staff members are deputed to other college and universities for attending faculty development programme (FDP), Orientation course and refresher course programme in their research field area.</p>
Curriculum Development	<p>The institution follows the curriculum and syllabus prescribed by the affiliating University Pt. Ravishankar Shukla University, Raipur (C.G). The institution develops action plans for effective implementation of the curriculum prescribed by University. In the beginning of the academic year, the committee headed by Principal prepares an academic calendar with the consultation of heads of</p>

various departments and senior faculty members. Lesson plans and course files are maintained by each faculty for their respective subjects and are reviewed on a continuous basis by the HOD.

Admission of Students

Admissions are done on the basis of norms laid down by the University and state government. Admission committee and carrier guidance cell helps students to opt out for different courses and subjects. The admission procedure was speeded up and involved all staff members. Admission is made strictly on the basis of merit. Admission is done on the basis of percentage in HSSC examination for the UG courses and Graduation marks for the PG Courses. Our college strictly follows the Government Rules for Reserved Categories.

Teaching and Learning

1. The IQAC has frequent interactions with heads of the department o evaluate the teaching learning process. 2. Teaching methods are continuously improving for favorable class-room atmosphere and the betterment of exam results. 3. Each and every department has to organize at least one seminar/workshop will be attend by the faculties and students along with informal interaction with students and also trying to listen the views of experts. This will improve the quality of the teaching learning process. 4. I.C.T. teaching-learning process is provided for the students. 5. The college provided the free access of Wi-Fi and e-resources with user ID and password. It makes the learning process very-easy. 6. Mandatory assignments and small projects will be given to improve ability, confidence and interest among the students.

Examination and Evaluation

The examination committee takes all types of measures to assess and interpret the performance of the student. Interpretation is gathered through the conduction of unit test every month. The project assignment is also given to the students by the subject teachers. The college also conducts the internal exam as per the pattern of the university to make the students aware of the exam pattern. The performance is evaluated by the teachers of the respective subjects to

make them aware of deficiencies. The college conducts remedial classes which beneficial for the slow learners. The students who get less mark in exam can gain through and rectify their mistakes.

Research and Development

The Entire campus has free Wi-Fi facility. This will help the faculties and students to get information related to research. Faculties and students can use it through user login and password. It endows with information related to seminars, workshops and research. College has a staffing amount of budget to promote the work of research among faculties. Academic leave (on duty leave), travelling allowance and registration fees are provided by college for faculties who attend Orientation, Refreshers Courses, Workshops and Seminars. College library is equipped with N-list facility. Photocopy facility is also provided for the staff member.

Library, ICT and Physical Infrastructure / Instrumentation

The college library has a collection of wide range of books, magazines, newspapers, research journals, encyclopedias, dictionaries, college magazine 'Prawah' allied with e-resources which include internet facilities, Wi-Fi, N-list-Inflibnet giving an access to thousands of e-books, e-journals, e-news letter "Horizon" run by the college which keeps the students and the staff updated and abreast with latest information. They have a depository of new books as well which are inducted with the change of syllabus. The college prescribes the time table for the semester students that include the library period which enables them to make use of study material. The college library provides book banks which are provided to the students throughout the year. The library provides question papers of all the subjects of the previous years of Pt. Ravishankar Shukla University, Raipur which gives an insight in to question paper pattern and help the students to face the annual exam. For copying the relevant study material the library provides the facility of photocopy for the students. The library is kept under supervision of a library committee which comprises of a librarian and other three members.

Human Resource Management	Human Resource Management plays a pivotal role in the college to govern human resources. A separate committee is formed to govern the successful completion of all tasks by the college. It ensures right appointments done by the Principal as per the approval of the management Committee. It ensures implementation of best facilities, to meet the academic requirements of various departments. Interest-free loan is provided to the employees as per the requirement and an amount of Rs.5000 is provided as financial assistance in case of any accident. The college sanctions maternal and paternal leave to the employees. The college reimburses registration and publication fees for seminars, workshops e.t.c.
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Under planning and development college institution provide online admission services to student at free of cost. For this services college has separate well equipped computer lab with 24X7 internet facility. College institute also adopted a village and in fix time period college provide the information about online practices.
Administration	Under administration college institute provide online registration of student in college campus without any cost. College institute is very focused for development of computer lab for better facility. To avail this practice college has round the clock Wi-Fi facility at campus.
Student Admission and Support	Admission to various courses offered by the College in according to the norms of the Pt. Ravishankar Shukla University, entire admission process in Online , through the University website . College has an admission committee which is supervised by head of the department and finalized by Principal. Whenever students enter in the college help desk directs them how to fill the admission form, college provides computer facility to fill the forms with the help of faculties, and they guide them which course can help them to boost their personality and carrier. Students who installment facility various government scholarships are

	being provided along with fee concession by the college.
Examination	For examination and evaluation the examination cell coordinates with all the head of the department and takes care of all the activities related to the examination and follows the examination evaluation system set by the university. University informs the college regarding examination and time table and examination cell informs student about the examination pattern and plan by discussing with the students and organizing the internal examination.
Finance and Accounts	A Chartered Accountant is appointed by the institution to govern accounting related activities. The college follows the mode of online payment like electricity bill, telephone bill and other institutional payments. The account of college is maintained by computer software Talley.

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
2018	Mr. Prem Kumar Chandrakar	Int. Conf. MTMI	None	3500
2018	Mrs. Jaya Chandra	FDP, Management Institute, Pt. Ravishankar Shukla University, Raipur	None	600
2018	Mr. Prem Kumar Chandrakar	NW Kaktiya Prog. R	None	1500
2018	Mr. Manoj Kumar Sahu	Sage FDP	None	3500
2018	Mr. Rajat Kumar Yadu	Int. Conf. MTMI	None	3500
2018	Mrs. jaya Chandra	Workshop on Data Analysis, Pt. Ravishankar Shukla University, Raipur	None	500

2018	Mr. Vivek Prakash Sahu	NW Kaktiya, Prog. R	None	500
2019	Mr. Pritam Kumar Dass	National Seminar on Trends in Translation Study at SSGM College, Kopargaon MH.	None	3610
2019	Mr. Pritam Kumar Dass	National Seminar on Use of ICT in Teaching Process: Commerce, Management, Language, Mental, Moral and Social Sciences at LBRD Arts and Commerce Mahila College, Nasik Road MH.	None	1000
No file uploaded.				

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)
2018	Teaching Skill Development programme for Teaching Staff	Computing Skills improving Program	10/12/2018	15/12/2018	26	5
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 programme	Number of teachers who attended	From Date	To date	Duration
Appication of parametric Non Parametric Techniques	1	05/05/2019	08/05/2019	4
Innovative	9	14/02/2019	15/02/2019	2

Techniques of Research and Methodology				
Data analytic Using R	4	24/09/2018	25/09/2018	2
Data analytic Using R	1	27/07/2018	28/07/2018	2
Data analytic Using R	3	04/01/2019	05/01/2019	2
F D P on Data Science Using Python Programm	1	17/11/2018	21/11/2018	5
Short Term Course in Data Sc.	1	23/05/2019	25/05/2019	3
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	32	21	21

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. The institution administers a contributory Provident Fund scheme, HRA, Sanctions Maternity leave. 2. Provides medical facilities to staff members through ESIC. 3. Grants special leave and reimburses registration fee against FDP's Organizes need based training programmes for faculties. 4. Declares financial reward to motivate research publications in standard journals.	1. The institution administers a contributory Provident Fund scheme, HRA, Sanctions Maternity leave. 2. Provides medical facilities to staff members through ESIC. 3. Institute provides financial support like festival advance, medical emergency, etc.	1. Support for "slow learners". 2. Organizing coaching classes for competitive exams. 3. Medical assistance to students. 4. Scholarship for Meritorious Students. 5. Book Bank for economically Poor Students. 6. 10 Discount on Tuition fees for the girls Students. 7. Discount on Tuition fees for Players.

6.4 – Financial Management and Resource Mobilization

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

Internal and external audit is done by Shikha Pracharak Committee every year regularly. The principal and the secretary of the committee appoint a final auditor for proper maintenance of book of account in department of account. The following agencies are regularly audit to financial book of the institutions:- (A) External audit is done through the C. A. appointed by the institution. (B) Internal audit is done by the internal auditors during the inspection following account are being checked. (i) All the receipts like: - fee receipts, donations, grants and expenses accrued interest etc. (ii) Entire expenses like

salary to staff, EPF, ESI, related expenses paid amount to sellers and contractors and other related payment, students, and other service provider. Institutions chartered accountant organizes regular audit of the accounts and certifies that in the year 2018-19 the related documents of financial statement is correct. The work of internal audit is given to the internal auditor which is based on the inspection of main receipts and payments. Management committee is being interned about entire related comments and objective by the mode of reports through chartered accounts and internal auditors these objections are being solved with the help of committee members and final reports are being prepared.

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
None	0	None
No file uploaded.		

6.4.3 – Total corpus fund generated

00

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	Null	No	Null
Administrative	No	Null	No	Null

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

PTA cell has been established in the college under which parent teacher meetings held in regular basis, from where constructive suggestions of parents are sought. 1. In the first meeting the principal addressed the parents and discussed about the yearlong activities in the college. 2. In the second meeting of PTM, the parents sought suggestions for the continued development of the college, under which parents have demanded, to open new courses like DCA, MA in Hindi in the college and are also demanded transport facilities for those students those who are living in distance places. 3. In the third meeting exam related agenda have been discussed how to face internal and university exam stress free, and result oriented. Professors advised them which types of strategy can be adopted by the student to achieve this.

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

1. Skill development programs are conducted for Non-teaching staff and supporting staff to improve their soft skills. 2. Health awareness program conducted for supporting staff. 3. Awareness program conducted for supporting staff to maintain the cleanliness in the college premises.

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

Post Accreditation initiatives:- 1. Process started for new Course (D.C.A. and B. A. in Journalism and Mass Communication). 2. Purchased 16 computers according to the number of enrolled students. 3. A special awareness program conducted for those students who withdraw before completing the course.

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	Feedback from Students	09/01/2019	09/01/2019	09/01/2019	210
2019	Feedback from Employees	16/01/2019	16/01/2019	16/01/2019	39
2019	Feedback from Parents	06/02/2019	06/02/2019	06/02/2019	209
2019	Feedback from Alumni	22/02/2019	22/02/2019	22/02/2019	48

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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
Gender sensitization program	06/08/2018	06/08/2018	130	110

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>The institution is striving hard for the awareness of Environmental Consciousness. The Institute is committed towards energy conservation. The whole college premises are illuminated with LED lights. It leads to an energy saving as compared to conventional lights. The old CRT monitors are being replaced with LCD monitors. Stickers related to energy conservation are displayed in all classrooms and corridors near the switch boards to sensitize students about energy conservation. All the faculty staff and students are made aware of the importance of energy conservation. Lights and fans are switched off when not required or in used. Air-conditioners are used only at essential places. A Solar panel has been installed in the campus which is being used as a renewable source of energy. It generate up to 60 power requirement of the Institution.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2

Scribes for examination	Yes	2
Any other similar facility	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	14/11/2018	1	Skit on Anti Alcohol	Anti Alcohol	35
2019	1	1	31/05/2019	1	Poster making and Rally on anti tobacco	Anti tobacco	110
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	30/06/2019	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Striking a balance between Profession and ethics	12/12/2018	12/12/2018	36
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Celebrated plant donation day in college premises. 2. College has conducted awareness programme to save environment. 3. College has adopted a village in banner of NNS (National Service Scheme) for environmental concern towards society. 4. College has adopted a policy of plastic free zone campus. 5. College has a solar system as a renewable source of energy. 6. College has a water harvesting system to save rain water. 7. E-waste management system has adopted by college.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two institutional best practices Best Practices I 1. Title of the Practice Donation of Books to College Book Bank Facility. 2. Objectives of the Practice To support students coming from diverse socio economic background in learning. 3. The Context It is novel attempt on behalf of the college to create a book bank through philanthropically approach from the society. The idea behind creating such a book bank is to minimize the drop out among the students

especially the female students. 4. The Practice All the stake holders of the Mahant Laxminarayan Das College are committed towards the Vision of the college. Faculty members, Alumni and passed students are used to donate their books to college book bank facility in order to help all those students who are coming from diverse background. 5. Evidence of Success Till date more than 500 books of all subjects are in stock in college Book Bank and books are to be issued for this year only. College is targeting to reach upto 800 books till the end of this session. 6. Problems Encountered and Resources Required It is a challenge to collect books for books banks as we are relying mainly on donations. Best Practices II 1. Title of the Practice Cleanliness of College Campus through Joint Efforts of Faculty members, Non Teaching Staff Students. 2. Objectives of the Practice To make all understand realize the importance of cleanliness in healthy habits and importance of manual labour. 3. The Context It is novel attempt on behalf of the college to involve one and all associated with the college to make the college campus neat and clean because in a healthy atmosphere lies the key to success. 4. The Practice All the stake holders of the Mahant Laxminarayan Das College are committed towards the Vision of the college. Faculty members, Alumni and passed students have divided various classrooms and corridors among themselves for keeping them neat and clean. 5. Evidence of Success This practice is carried out fortnightly while dusting and waste disposal is carried out on daily basis. 6. Problems Encountered and Resources Required Initially students and faculty member in different attitude but with the involvement of higher authorities gradually they realize the significance of this practice.

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

<https://www.mldcollege.com/best-practices>

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

Chhattisgarh State is known for its glory as it is reckoned as a ten thousand year old civilization possessing great cultural heritage. It is a newly formed state which offers immense opportunities for business and employment. In this regard the college has incorporated the syllabus which would give students an insight in to understanding rich cultural heritage of Chhattisgarh. So a one day lecture is organized in a week to impart knowledge to students in this regard giving them a wide perspective of culture and heritage of the state. Also from time to time the college takes the students to visit historical places, museum, libraries and educational tour. The college takes it as a moral responsibility for slow learners so it trots out a plan to adopt five under privileged, socially backward and economically weak students. Professors of the college would act as care takers or Guardians of these students to meet their educational, social, financial or economic need. The college endeavors to make efforts in this regard to impart not only cultural education but makes them self sufficient. The college has a plan to take the students for excursion. In this context the college makes them to visit the industrial places, business hubs, Legislative Assembly and Governor House. It gives them an insight in to knowledge related to industries, business and politics so that they can explore their potentialities in these areas. The college lends help in harnessing and honing the talents and potentialities they possess so that they may find employment in their respective fields.

Provide the weblink of the institution

<https://www.mldcollege.com/>

8.Future Plans of Actions for Next Academic Year

The academic calendar would be prepared as per the academic curriculum run by the university. It makes a perfect bridge between classroom teaching, industrial requirement, social and administrative sectors. The institution gives attention to mental health, social work, environmental awareness, plantation, placement, waste management, and Eco-friendly environment. It also provides extension to the teachers by organising interactive seminars, workshops and industrial visits. To improve the research activity the institution strives hard to equip well the computer laboratories and motivate the staff to improve the computer knowledge. The institution follows the slogan "Taan, Mann, Dhan" to make the institute a centre for excellence. Taan is working by physically Mann is by mental activity and Dhan by giving monetary support. The institution would be able to unleash the huge potential of the alumni for the placement in different institutes. The work experience of the members will lend a great help to the students. In this session we have planned to expand the number of alumni members with their active participation. Communicative talk series will be organised to reduce the stress level of the students in free or zero periods. Students can converse freely without any barrier. This will definitely help them to understand the ethics of life, increase healthy competition, positive thoughts and peruse the beauty of 'Daily happiness'. The institution has a plan to open a research centre in Commerce. It enables interaction between faculty, scholars and students to enhance research opportunities. The institution also has a plan to conduct various prior placement activities especially for final year students. It will help them to grab the job opportunities. The pre-placement activities are based on feedback received from previous placement companies. Faculties are encouraged to complete their Doctoral Degree. Faculties who already secured Doctoral Degree are also instructed to continue research activities through paper publication and research projects. The Faculties are instructed to publish at least a paper every year. The institution provides funds for those faculties who are pursuing their Doctoral Degree. D.C.A. and B.A. in Journalism two new courses are introduced. Diploma in Computer Application affiliated to Pt. Ravishankar Shukla University, Raipur and B.A. in Journalism affiliated to Kushabhau Thakre University, Raipur. Such courses broaden job opportunities. The college office will be updated with data management system. It will maintain the digital records and Information regarding the financial assistance. The institution will provide the facility to pay the fees digitally. The scholarship are also planned to pay digitally. Complete digitization of college library is also in plan. Students are easily able to access to the books of the library by login the user password. Initiatives will be taken by N.S.S. to increase the working environment. Sports will also be organized to improve physical activities among students. The institution ensures the maximum participation of students in such initiatives. Promoting the harmony and co-operation among faculties group yoga, meditation, group excursion, celebration of birthdays and special days are organized for betterment of the college.