

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Ans. Yes, at the time of admission the students are provided an updated prospectus containing information on the college history, admission procedure, courses/ programmes offered, fee details, faculty, library, laboratories, Games and sports, NSS, scholarships and awards, citizen charter etc.

The institution ensures its commitment and accountability by constituting various committees like Admission committee, Anti-ragging committee, discipline committee, examinations committee etc.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Ans. The institution communicates information to students on various scholarships such as SC, ST, BC, EBC and Minority etc.

The amount of scholarships sanctioned and disbursed during last four years to various category of students are as follows.

Sl. No.	year	Category				Total Number of students	Total amount
		SC	ST	BC	Minority		
1	2008-09	47	05	144	30	226	
2	2009-10	68	16	190	38	312	
3	2010-11	84	14	267	36	401	
4	2011-12	96	16	284	28	424	

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

Ans. 60% students of the college receive financial assistance from the social welfare and minority welfare departments of the state government in the form of SC, ST, BC, EBC, Minority scholarships.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections.

Ans. The support services/facilities available to the above mentioned category of students are:

- Financial support in the form of scholarships and fee reimbursement.
- Bus pass facility
- Allowing to borrow more number of books from library.
- Extra tutorial classes for slow learners.
- Students with physical disabilities are provided
 - Ramp facility
 - Comfortable seating etc.

The college has the career guidance and counseling cell which conducts extension lectures, workshops on career planning and employment opportunities and train them in group discussions and on facing interviews. The cell also helps the students to decide on the most suitable course and/career opportunity depending on their abilities. The college runs a small health centre, which is maintained by NSS unit. First-aid facility is available in health centre. In case of any serious ailment the case is referred to the specialist doctor in town for treatment.

✓ **Skill development (spoken English, computer literacy, etc.,)**

Ans. Yes

✓ **Support for “slow learners”.**

Ans. Extra tutorial classes, assignments, remedial coaching, doubt clarifying sessions etc are conducted for slow learners.

For the purpose of giving practical exposure to students, we conduct industrial visits, visits to research centers, field visits etc. Students are also engaged in small study projects, presentations, group discussions, seminars etc, to develop scientific temper, research aptitude and independent thinking among them.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

Ans. For the development of entrepreneurial skills

- 1) The institution organizes industrial visits in order to have direct interface with the industry.
- 2) Extension Lectures by entrepreneurs to discuss various areas of business.
- 3) The college is trying to inculcate leadership qualities and organizational skills through NSS.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

Ans. Our institution has been encouraging the students to participate in co curricular and extracurricular activities by implementing the following policies and strategies.

- Participants are given flexibility in attendance to the extent of 20 percent.
- They are also given academic support by arranging extra tutorial classes.
- Provide financial support from the games and sports budget for meeting the expenses on food and traveling etc.

- Winners in both cultural and sports events at inter collegiate tournaments will be felicitated on the college annual day function.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Ans. Majority of the graduates prefer to appear for PG and B.Ed entrance examinations. However extension lectures by experts from industry& universities are arranged on career opportunities under the career guidance cell. Students are allowed to have access to library, to refer the books relating to various entrance examinations like PG CET, ICET, DSC, SI, RRB, Bank clerks , and magazines.etc.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

Ans. The following services are made available to students.

- In the beginning of the academic year the institution appoints subject teachers as ward counselors for each class. They will act as counselors in academic, personal and psychosocial matters. Counseling services are provided for those students who need them.
- The college has a separate career guidance and counseling cell to provide professional assistance to students.
- The college has also has women empowerment cell which gives counseling specifically for female students.
- Psycho-social: During examinations arrangement of lecture on “stress management techniques” by inviting specialist counseling psychologist.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If ‘yes’, detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Ans. Yes, career guidance cell is established in the college. Experts from different fields are invited to deliver extension lectures and give suggestions to the students on their higher studies and on various employment opportunities. Information on various opportunities both in public and private sector is displayed on the library information bulletin and notice board.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Ans. Yes. The following issues are reported to student grievance redress cell and appropriate action is taken in that regard.

- Non receipt of scholarships

- Revaluation and recounting errors in memorandum of marks.
- RTC Bus facility. The matter is perceived with the RTC authorities of Banswada

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

Ans. The college has the following institutional provisions to resolve issues pertaining to sexual harassment.

- Anti-ragging committee has been constituted in the institution specifically to prevent sexual harassment on the campus. The commerce lecturer, as convener and senior teachers and some students as members the anti-ragging committee will discharge its duties.
- The institution also has a women empowerment cell which crates awareness and sensitizes students on gender related issues.
- In the institution such types of incidents have not occurred so far.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Ans. Yes. No ragging case has been reported in the college during last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution. Scholarships, book bank, hostel facility in social welfare hostel, etc.

Ans. the following welfare schemes are provided to the students.

- Student charter is displayed on signboards and implemented as per stated schedule.
- Fee reimbursement and scholarships
- Extension lectures by eminent academicians
- Remedial coaching to slow learners
- Career guidance and counseling for higher studies and career opportunities.
- Prizes and appreciation certificates for outstanding students in curricular, co curricular and extracurricular activities
- Tutor ward counseling etc.

5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Ans. Yes. the institution has an Alumni Association which undertakes its activities under the guidance and supervision of a senior lecturer. The membership to the association is free. The association regularly meets and interacts with the college management and extends cooperation by suggesting valuable suggestions and suitable measures for college development. Association members also regularly interact with the students and guide them in choosing better career options.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	%
UG to PG	2
PG to M.Phil.	-
PG to Ph.D.	-
Employed	
• Campus selection	-
• Other than campus recruitment	4%

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Year	B.A.		B.Com.		B.Sc.	
	Coll.A vg.	Univ.Avg.	Coll.Avg.	Univ.Avg.	Coll.Avg.	Univ.Avg.
2008-09		51.%		60%		55%
2009-10		52.%		62.%		56%
2010-11		55.%		65%		55%
2011-12	16%	52 %	7%	62%	39%	60%

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- The college have a career guidance cell which facilitates students progression to higher level of education/or towards employment through organizing extension lectures by experts from industry and university.
- For Developing Entrepreneurial skills in students, we organize industrial visits which give an opportunity to have direct interface with the industry.
- Students are encouraged to appear various competitive examinations such as PG courses, B.Ed, Group-I&II, banks etc, by providing free access to library, computer with internet facility.
- By displaying information on various employment and higher studies notifications on the college information bulletin boards.
- Through NSS activities we try to inculcate leadership qualities.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Ans. Such type of students is identified by the subject teachers in due course and information is given to ward counselors. Ward counselors conduct counseling in academic, personal and psycho social matters. They are provided special support in the form of remedial coaching, assignments, extra tutorial classes, simplified study material and conduct doubt clarifying sessions.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Ans. Students are given opportunity by the college to take part in the inter-collegiate, zonal and University games and sports every year. Following games & sports are conducted in the college.

Indoor. Chess and carom boards

Outdoor- Cricket, Volleyball, ball badminton, shuttle badminton, Kabaddi, Kho-kho, Long jump, High jump, Javelin, Shot-put, weight lifting etc.

Literary and Cultural- Essay writing, Elocution, debating, Quiz, song singing, Slogan writing, rangoli, Drama, Dancing etc

The literary and cultural committee and games committee decide the schedule for conducting these activities. Winners and participants are awarded certificates and prizes on college annual day function.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

Ans. The college students participate in various extra-curricular activities such as blood donation camps, health camps, eye camps, literacy camps, HIV/Aids awareness programmes, tree plantation programmes, clean & green programmes and extending their services for victims of natural calamities etc. under the guidance of NSS programme officer. They also involve themselves in songs, Kavita and drawing competitions and other cultural items like presenting dramas and performing dances on college annual day celebrations.

Students organize cultural events and extra-curricular activities at the campus and take active part in such activities organized by other institutions.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

Ans. This is part of the regular feedback-and-feed forward process. The students can report their problems directly to concerned faculty members, counselors or to the principal. Suggestion/complain boxes are also kept at the principal's office and library. The college doesn't have mechanism to collect feedback from employers. However at the time of alumni meet and parent teacher meetings are arranged to seek suggestions regarding the overall development of the college.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

Yes, The students are encouraged to contribute to wall magazines, wall posters in themes of contemporary issues.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

Ans. No, the college does not have a student council but students are made members of various committees of the college. The student suggestions are valued and necessary measures are taken to implement.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Ans. Student representatives are allowed on the following academic and administrative bodies.

- Library committee
- Games sports committee
- NSS Advisory committee
- Discipline committee
- Anti-Ragging committee
- Eco-club & Red Ribbon club

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

Ans. The institution network and collaborate with the Alumni and former faculty of the Institution.

- Former Faculty members are invited to the college on various occasions like College Annual Day, Alumni meetings etc.
- Some of the former students are engaged as guest faculty in our college.