



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

RAJIV GANDHI GOVERNMENT ARTS AND
COMMERCE COLLEGE, LORMI

- Name of the Head of the institution **Dr. N.K. Dhruve**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **0919977262164**
- Mobile no **9977262164**
- Registered e-mail **rggcollegelormi@gmail.com**
- Alternate e-mail **profradhe@gmail.com**
- Address **Bilaspur Road Bhatapara Lormi**
- City/Town **LORMI**
- State/UT **Chhattisgarh**
- Pin Code **495115**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Rural**

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University Atal Bihari Vajpayee
Vishwavidyalaya, Bilaspur

- Name of the IQAC Coordinator Mr. S.K. Jangde

- Phone No. 919893868552

- Alternate phone No. 9893868552

- Mobile 919893868552

- IQAC e-mail address sushiljangde@gmail.com

- Alternate Email address nsslormi@gmail.com

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://govtcollegelormi.in/newsData/Report15.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://govtcollegelormi.in/newsData/Report13.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.92	2019	01/05/2019	30/04/2024

6. Date of Establishment of IQAC

25/09/2018

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Sports Department / Library / Lab	Sports Equipments / Books / Consumables/Instruments	State Government	2021-22	19.62574 (INR in Lakhs)

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

* Formation of different working committees. *Promotion of sports activities. * Organizing seminars and workshops for all the students of this institute. * Various social awareness activities was performed by NSS Volunteers. * To improvise the quality of teacher as well as students we organised several induction programmes.

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

Plan of Action	Achievements/Outcomes
1.) Personality Development of Students	personality development for any student is very important for the growth of student in every aspects,so for that we organized a several orientation programmes, we call motivational speakers.
2.) Skill Development	science exhibition, yoga, group discussion, debate,
3.) Eco-friendly Environment	Tree plantations and beautifully developed garden, single use of plastic is banned, cleanliness campaign, water harvesting practice, use of bio-compost and vermin-compost
4.) cultural activities	Singing, dancing, rangoli, mehendi, and Anand fare.
5.) Uses of Digital media, ICT	Different uses of digital media like- zoom app, Web-ex, Google meet e.t.c. and preparation of power point presentation, file document preparation, e-mail generation, online group discussion.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

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• Location	Rural
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://govtcollegelormi.in/news/Data/Report13.pdf				
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Upload latest notification of formation of IQAC			View File		
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<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-2022	20/12/2022

15.Multidisciplinary / interdisciplinary	
NA	
16.Academic bank of credits (ABC):	
NA	
17.Skill development:	
Science exhibition was organised in our college. In which students of all stream participated and different stalls of science working models like green management model, water management model, smart city, functioning of banking management, Chhatisgarhi foods and live jhanki were there. By this activity the students built their mental as well as creativity development.	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
The students of our college being from rural background are connected with the cultures of India. The college tries to maintain the Indian culture among the students. Saraswati vandana and National Anthem are organised in the college premises every day before the class starts. After prayer, students daily share their good thoughts. Each and every events start with saraswati puja, National Anthem and state song. The cultural program presents stories from Hindu mythology and martyrs of the country.	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
Outcome based education is based on teaching learning process. We focus to overall development of the students . In OBE, apart from getting job in future we also incultate soft skill, life skill, employability skill and communication skill to make a good human being.	
20.Distance education/online education:	
Distance education is not provided by the college. Only classroom education facility is available.	
Extended Profile	
1.Programme	
1.1	20

Number of courses offered by the institution across all programs during the year		
File Description		Documents
Data Template	View File	
2.Student		
2.1 Number of students during the year		1229
File Description		Documents
Institutional Data in Prescribed Format	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		772
File Description		Documents
Data Template	No File Uploaded	
2.3 Number of outgoing/ final year students during the year		420
File Description		Documents
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		14
File Description		Documents
Data Template	View File	
3.2 Number of sanctioned posts during the year		18

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	07
4.2 Total expenditure excluding salary during the year (INR in lakhs)	19.62574
4.3 Total number of computers on campus for academic purposes	12

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Rajiv Gandhi Government Arts and Commerce College is affiliated with Atal Bihari Vajpayee University, Bilaspur, Chhattisgarh. 1. Curriculum planning:- Principal conducts meeting with Academic Monitoring Committee (AMC) before commencement of each academic year to distribute academic calendar and revised syllabus to the teachers. Class teachers and teacher guardian are assigned. Academic calendar is carefully planned in succession with academic calendar of Atal Bihari Vajpayee University. The College strictly adheres to the university curriculum. All teachers are given syllabus to help them apply the curriculum effectively. Information on various courses, pricing structures, entrance processes, and other topics are detailed in the college brochure and website, which helps to establish an effective action plan. The teachers are sent to the college for orientation and refresher courses, which are scheduled according to the academic calendar. The College hosts seminars and workshops on local as well as national level. Different new and successful teaching-learning strategies are used by the teachers. Staff and students have access to a library with text books, reference books, journals, and newspapers. Students have also access to 31901 books, 73 peer reviewed Journals, and 5 daily magazines, as well as a research paper in the library. The institution pays special attention to

students who are unable to attend class due to a variety of reasons, such as NSS camp or sports participation, in order to compensate for their absence. The principal and head of department hold an internal staff meeting to discuss and develop academic strategies for the academic year.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://www.bilaspuruniversity.ac.in/syllabus.php

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

The academic timetables detailing only the time- frame for various extra-curricular and academic activities prepared and sent to the institution by the Department of Higher Education and University. Accordingly the college prepares its own calendar which includes The Schedules are framed by the concerned Departments Professor-in-Charge of the activity such as Sports, NSS etc. The plans are strictly followed and timely completion of all the Academic and extra-curricular. Timetables for curriculum activity, Internal Assessment, Project, Seminars and Presentations. All the Schedules are approved by the principal

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.bilaspuruniversity.ac.in/college_notification.php

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

C. Any 2 of the above

process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
0	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
1	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
7	

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

1.3 - Curriculum Enrichment

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

The college organized undergraduate and postgraduate program within the represent a rich diversity of students whose needs are shaped and addressed by the various issues. Organized special awareness programme such as. Gender Gender equality program organized for UG and PG students. Harassment Committee has been constituted in respect of women employees and students working in the college. if any such problem occurs then necessary solution and action is also taken for it. Environment Environmental studies and human right compulsory Course education of undergraduate level. Tree plantation as every year and swachh campus mission on every Saturday. Precession regarding clean India Movement. NSS promotes Environmental protection through tree plantation and other sustainable development programs. Every year N.S.S. units undertake a host of activities in the nearby vicinity and in the adopted villages. N.S.S. organizes various environment related programs including tree plantation, village cleanliness, cleaning of rivers, plastic free drive, poster competition etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Water conservation programme by NSS volunteers Human Rights Anti- ragging committee Voter awareness programme Value education workshop Professional ethics and moral values Celebrate every year in this college Saraswati Pooja on Basant Panchami, Independence day, Republic day, Gandhi Jayanti, Guru Ghasidas Jayanti, National unity day also National Youth day.

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**1**

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

1.3.3 - Number of students undertaking project work/field work/ internships**292**

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

1.4 - Feedback System

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

A. All of the above

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

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1229

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1073

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

2.2 - Catering to Student Diversity

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

Slow and advanced learners Slow and advanced learners are identified based on parameter decided for assessment of the learning levels of the students with their weightage and special efforts are taken to strengthen them. Separate list was prepared for slow and advanced learners. Slow learners

- Remedial classes are conducted for slow learners.
- Group study methodology was used.
- For easy understanding of subject notes was provided.
- Counseling was done for slow learners.
- For practice additional learning materials like question bank, university question papers etc. was provided.
- Preparing schedule for extra sessions /problem solving sessions / revision sessions for slow learners
- Getting the support of the advanced learners to the slow learners in making their learning process more participatory and interesting.
- Provision of simple and standard lecture notes/course materials and special preparation for the exams.
- Learning and other resources like books and journals are issued to the student through the library.
- The teachers take an extra class in helping them with additional time and personal interestAdvanced learners
- They are motivated to participate in various technical events like online quiz, seminar, industrial visit, value added course

etc, which are held both within and outside the college.

- Advanced assignments should be assigned to advanced learners
- Students are encouraged to participate in MOOC/Advanced courses.
- Encouraged to participate in Seminars/Conferences/professional Events
- Skill development program and career counseling program arrange for students.

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

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

Number of Students	Number of Teachers
1229	14

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Our institute has come up with many such student centric programmes, so that we have been successful in inculcating learning behaviour in our students. Those activities were like-

- Organized several seminar, workshop, various competetion, group disscussion, debate, quiz competetions, etc.
- As per the govt. guideline, successively offline as well as online lectures were provided to the students as this session falls in the COVID period, due to which the student has been facilitated becausescope of learning has increased by using internet platform.

- Students were allowed to freely interact with their respective teachers, resulting in improving their thinking ability, come up with innovative ideas and building up confidence level as a whole.
- Educational tours were organised so that students connect their respective subject knowledge with the field work through visualization and interaction.
- Students were provided with opportunities to participate in several club activities such as cultural club, women club, eco-friendly club thereby empowering their independent learning.
- Notes preparation through reference books and internet makes an individual smart learner.
- Internet and Smart mobile helps teacher and student both to keep themselves updated for current development.

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

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

Information Communication Technology (ICT) are very effectively used by our teaching staff as well as non-teaching staff. COVID-19 era increased our dependency towards ICT tools with the help of smart phones, laptops or PCs. We promoted Online as well as Offline class time to time as per the COVID guidelines. Various applications and softwares were installed which is required for online gathering. Our teaching staff also helped the students to make them understand the various applications regarding their classes. Online classes were managed in a simple and interesting way so that student feel easy to grasp the particular topic. We utilized various online ICT tools like, spreadsheet power point presentation, google meet, zoom meet, whatsapp etc., through mobiles, laptops, projectors, PCs. These technologies increases the student's self-confidence, self-motivation, and self-worth to find out in themselves. Information Communication Technology (ICT) tools provide high quality tasks since they have the potential to increase student's motivation, we always try to link students to many information sources. We support and provide active in-class and out-class learning environments, and let teachers allocate longer for facilitation. Furthermore, technology brings the grace

of independent and active learning within a student.

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

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

2.3.3.1 - Number of mentors

14

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

2.4 - Teacher Profile and Quality

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

14

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

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

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

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

14

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

2.5 - Evaluation Process and Reforms

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

1. The college exhibit the fair and transparency in internal assessment or evaluation process which proceed according to the academic calendar provided by the Higher Education Department, and is very well known by our staff and students as each and every information regarding internal assessment is displayed on the college notice board.
2. Admission brochure are provided to the students in both hard copy as well as soft copy during the time of admission where each and every processes and methods adopted by the institutions regarding evaluation are incorporated
3. Our institute always gives priority to the process of internal assessment that reflects transparency.
4. In academic session our institute conducts two internal examinations i.e., quarterly and half yearly stipulated by the universities norms and for evaluation 10% weightage is provided to each exam and their average gives the final

internal result.

5. The students are emboldened by letting them to use the entire search tool either from internet or library so that they grow their knowledge beyond the textbook syllabus.
6. After evaluation of answer sheets, final marks of internal exams are submitted to the university portal.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

In our College and Examination Cell working on examination related issues involving both internal and external examinations. Internal exams like Mid Term Exams or class tests are planned after the completion of a sufficient syllabus. Conduction of internal examination is done by the examination cell and its coordinator coordinates with HODs for internal Exam paper setting and exam evaluation. Answer writings of the internal exams are given to the students for personal assurance. Everything is transparent and the final marks of internal exams are submitted to the university after checking the answer writings by the students. Once this process is completed no further changes are entertained. All this activity is to be completed within a week as specified by the university. Any grievances relating to the internal exams are brought to the notice of the concerned teacher and get clarified. The teacher has to satisfy the student with his explanation of the evaluation. Our college is one of the spot valuation centres of the university and the answer writings are evaluated with the most care and vigilance

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Institute has well defined learning outcomes. The vision and

mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following; Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website Our College is affiliated to Atal Bihari Vajpayee University, Bilaspur. We offer undergraduate as well as postgraduate programs under the Faculty of Arts (UG and PG), Commerce (UG and PG) and Science (UG). For general degree courses like B.A, B.Com & B.Sc the admission is provided on the basis of previous qualifying examination. After getting the admissions the students made aware of courses prescribed for the degree. We have 07 subjects in B.A. and 5 subjects in Science and the commerce subjects at both UG and PG level. Program outcomes represent the knowledge, skills and attitude the students should have at the end of program and resultant of the knowledge skills student acquires at the end of course. The objectives and importance of Course outcome, Program outcome and Program specific outcomes are communicated to the teachers and students in the formal way of the discussion, seminars.

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

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

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the

process .

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

2.6.3 - Pass percentage of Students during the year

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

420

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://docs.google.com/forms/d/11pZvYdbIXeJpQmTEsnuaA7FXMj_p8e39JAAQJraHP_4/edit#responses

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

nil

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

The Ecosystem of College is hand, interactive learning that sparks the imagination and unlocks creativity. When Ecosystem is

integrated into the curriculum, students are more enthusiastic and engaged in learning, which raises student achievement in core academic areas. The College has provided many opportunities to students to show their intellectual property and creativity for the betterment of nature through Plantations, gardening with the banner of NSS volunteers. College staff also promotes and supports these activities because teachers want students of this college to come forward and know the value and necessity of the environment. With the help of the ecosystem in college, we are developing leadership qualities, new creativities, team works, and national spirit in the students. The College has organized various quizzes and competitions related to the value of the environment in our daily life to boost and enhance their knowledge and Concept. The environment of the College campus is very friendly and supportive which we can easily understand and support the psychology of the children in a very easy way. Street play performed by the students of this College to show awareness of the effect of the Pollution and their precaution through plantations and instructions was given to everyone that should grow the plants in every home. A poster Presentation competition has been organized on the topic of Saving our environment. Many students have presented their posters nicely and show their potential to become a leaders.

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

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

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

1

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

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

2

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

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

6

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

1

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

NSS organizes a residential seven day camp in nearby adopted village and several activities were carried out by NSS volunteers addressing social issues which include cleanliness , tree plantation ,water conservation, road construction, Social interaction, Group discussion Eradication of superstition, Beti Bachao Beti Padhao, Environmental awareness, Women empowerment, National Integrity, Aids awareness, Blood donation camp, Health check up camp, Veterinary guidance ,Farmers meet, Awareness about farmer's suicide etc. the various departments of the college is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Personal Health and Hygiene, Diet awareness, Road Safety, Tree Plantation, Soil and Water Testing, Plastic eradication, No vehicle day, Jananisuraksha, Programme on female foeticide, organizing visit Orphanages and Anganbadi, Voters awareness, Blood group detection, Health check -camps, Blood donation camps, Dental checkup camp, etc. All these mentioned activities have a positive impact on the students and they developed student community relationships, leadership skills and self-confidence of students. It also helped in cultivating hidden personalities of students and created awareness among students

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

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

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

1

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

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

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

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

80

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

3.5 - Collaboration**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year****3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

1

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Classroom: - The College has 7 classrooms of various sizes for classes, 1 seminar hall, 1 girls common room, 1 sports room, 1 Office, 1 Library with reading room, 1 Gym, 4 Departmental room, 3

science lab, 1 NSS room, 2 play ground and 3 playing courts . All the classrooms are well ventilated, well-equipped with a sufficient number of benches and fans. All classrooms are very well conditions. All faculties give their lectures through using laptops, provided by the College for effective teaching and learning process. Overall teaching and learning process is based on highly interactive ICT. Teaching faculties use various online resources and the College has a very speed Wi-Fi in campus.

Library: -College has very new and well furnished Library. The College has very new and well furnished Library. The Library is well equipped with a common reading room facility for boys and girls and teachers. Simultaneously, there is a separate reading space for researchers. The total collection of the libraries is as follows: 31901 books, 73 peer reviewed journals, and 5 daily magazines. **Departmental Libraries:** - Apart from Central Library, all the departments in the college run their departmental libraries. They issue their books to their students. The students take benefit of both the libraries.

Laboratory:- In our college laboratories are well equipped and well managed. We have always cleaned all the laboratory equipment frequently. Computer Lab Institute has advanced & well equipped computer labs with latest configuration. The Lab is operating on the 72 MBPS dedicated Lease line internet connection. The institute has all supportive equipment such as scanners, printers.

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

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

We have a well-maintained hall for organising Events, students are very much interested and excited to participate in the cultural events held in the college like Freshers, Annual Sports Day, Poster Presentation, Seminars, Farewell etc., to display cultural talents. Students are sent to other Colleges for inter-College competitions like dances, skits, mimicries etc. We organized Some Committees to enhance and find out the hidden talent of the students through extracurricular activities. Our Institute believes in the all-around development of our students. The

College always promotes the students to participate in sports and cultural activities simultaneously. We have a cleaned and well equipped Sports Area, where students can play Indoor games like

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

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

2

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

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

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

19.62574

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

4.2 - Library as a Learning Resource

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

College does not have an Integrated Library Management System (ILMS). Computerised Library and N list is continue.

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

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

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

7.30352

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

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

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

32

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Nowadays technology is the backbone for the development of any type of organization. The updation of the it facilities is given a top priority. There are many different types of digital technological establishments available within the college. There are 2 classrooms with projector facilities available in the College. A well-equipped computer lab is also functioning in the College. The whole area of college building is covered with high-speed Wi-Fi which students and faculty staff uses very frequently. All the departments covered with computer and other related accessories. All teaching staffs use the ICT within the classrooms and laboratories, whenever needed. With the help of different educational sites students take benefits for their exam and also for their career. The College updates all the ICT tools time to time. The computers are formatted regularly for better performance and The College itself formats the pc without no fees and with the assistance of a computer operator. Anti-virus is regularly installed on Computer. All computer has anti-virus Wi-Fi connectivity is in Principal chamber, Office-room, IQAC room, library and laboratories. CCTV is installed in every classroom.

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

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

19.62574

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

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

The physical facility including laboratories, classrooms and computers, etc. are made available for the students. The classrooms are the part of the teaching and learning process. The classroom boards and furnitures are utilized regularly by the students but sometimes it is also made available for the other governmental and non-governmental organization for conducting the various activities. The maintenance and the cleaning of

the classroom and the Chemistry laboratories are done with the efforts of non-teaching staff. The College has limited number of the computers with Internet connection and they are also available in principal office, library and other departments. The ICT smart classrooms are also available. Electrical and plumbing related maintenance is done with the help of local skilled person and the expenditure is done from budget gained by the college from different sources. Academic Facilities The academic support facilities like the library, the sports and the other platforms supporting overall development to the student like NSS, Red Cross Society or competitive examination cell etc. A library is very well maintained. A provision of the budget for library maintenance is made by the College management.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

923

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

17

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

65

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

65

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

7

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

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

5.2.2.1 - Number of outgoing student progression to higher education

143

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

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

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

1

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

5.3 - Student Participation and Activities

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

one) during the year

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

13

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

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

College strongly believes in Democratic System of conducting various curricular and extracurricular activities of the college. Every Year Principal constitutes students Election committee, convenor of the committee and along with committee members (teaching staff) conduct student union council. The members of the student union are selected by election. The student union council members are involved in all college activities. The senior faculty members are in - charge of the committee. The sports committee and sports department of the college organized annual sports and annual sports meet. students representative from UG and PG classes are actively involved in the committee in Planning and execution of all the indoor and outdoor competition. The college has all the necessary equipments to promote sports and games and sports office in charge to guide the students. Other professors also do the supervision to it. Cultural committee - the cultural activity of the college is planned by the cultural committee every year Annual function day celebration of the college is organized in December or January month. The students also participate actively in drama, dance (single/group) , song (single/group) on the eve of annual function and other celebration. In the different event at the college level , they are also awarded for best performance.

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

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

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

8

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

5.4 - Alumni Engagement

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

Our Alumni Association works for the overall development of students as well as the institution. It helps our institution in terms of academic planning, placements of students, careerguidance and technological guidance. Our Alumni always support the morality of students as well as go for promoting the development of the students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The main aim of the college is not only to serve the education but to develop the overall personality of the students. The students are enriched with their course knowledge, practical knowledge as well as extra-curricular activities such as sports, singing, dancing, good in stage management and Hindi speaking. Head of the college strictly pays attention to the discipline management, mental health of the students. The students are taught good manners, politeness, consciousness and their self- respect and we also work on to build up their confidence level and increase the quality of competence. All the students are provided with equal opportunity without any partiality. The majority of the students enrolled in this college belongs to scheduled caste, scheduled tribe, and OBC coming from the rural background and falls below poverty line. Quality education is provided by our college in each discipline. Our college is working significantly regarding leadership and management. We try to manage all the corresponding work by distributing it among all the faculty and office staff members without being bias and tried to fulfill all the wishes and demands made by them.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.	
<p>In the college each and every activities/events/programs are organized only after holding the meeting by respective committee. In the discussion, the views of each teacher are respected and the</p>	

distributed work is implemented with complete honesty. The principal encourages and sanction funds for various useful activities organized in the college. Each and every committee operates their work as per the rules and regulations of the government. IQAC team organizes skill development program for the betterment of the student's future. A free coaching center is being run by the name 'PAHAL' by which students get benefitted in terms of improving their reading, writing, speaking skill and gets motivated to participate in various types to competitive exam.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

1. The college is affiliated to Atal Bihari Vajpae University, Bilaspur (C.G.). Admission process is strictly followed by the guidelines of the university and UGC. Merit based selection and step wise scrutinizing as per the admission procedure followed by the college is done.
2. Three of the faculty members have been awarded to their Ph.D. degree and five faculties have registered to Ph.D. research work. The Principal of the college continuously supporting their faculties in participating in various research seminars, workshops etc. We also look forward towards increase of reference books, journals in the library.
3. Student centric learning is emphasized through involving them in group discussion, debate, quiz and various other competitions, and participating them in workshops and seminars. Educational tours for learner are organized by department of different fields. Teacher students are also encouraged to use internet and useful applications.
4. All the teachers of each department prepare a lesson plan and daily diary regularly. Two internal examinations (quarterly and half yearly) are organized according to the academic calendar of the university. In the evaluation process 10% weightage is given to internal assessment and yearly examination are conducted as per the guidelines of university. The teacher follows different innovative and effective teaching-learning techniques for different types

of students like slow and fast learner.

5. Institutional feedback is taken from the students and their guardian to strengthen curriculum planning and development. Faculties are sent for orientation programme and refresher courses.

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

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

Principal plays an important role in execution of policy. Principal is the head of academic, administrative and financial body. The head of various departments and promote the rule and regulations for the smooth functioning of the college. The teacher recruitment is as per the norms of the UGC state government and the university. Each and every stop as work very well. The principal and the management hold the regular staff meeting and address them about their responsibility for the College. The various committees are made such as admission committee, internal examination committee, library committee, timetable committee, etc. The College has constituted student grievance Redressal cell, discipline cell to ensure that any complaints are taken seriously and resolved immediately as possible. If any problems and complaint are reported by anyone, the committee meets and takes action for solving the problems. The responsibilities of the teacher and staff are well making and cordial atmosphere is maintained at the workplace.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The college of the Govt. of chhattisgarh the following welfare schemes for all the employees. The order is issued by the higher education department, which is strictly followed by the college. The government has provided Group Insurance scheme to the Staff (Teaching and Non -Teaching) of the College. This helps the staff at the times of need. Maternity (180 days) and paternity (15 days) leave. Provident fund for the employees of the college. Medical Insurance facility for the employees of the college. Casual leave, Earn leave, Leave not Due, Study Leave , Half Pay Leave for the employes.For updating the subject knowledge the teaching staff members are allowed to participate in the orientation programme, refresher program and short term courses as when they need as given per the rules of UGC norms. Especially in our college child women employees given child care leave.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year	
6.3.2.1 - Number of teachers provided with financial support to attend	

conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

0

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

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

2

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

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

In our college teaching staff is evaluated and performance is measured with the help of a daily diary, academic Diary, lesson plan, attendance sheet and the record will be checked every month by the principal. Every year faculty members are required to fill in a performance appraisal form designed on the basis of PBS methodology of UGC and last year we were filled in a performance appraisal form, annual character report form of Higher Education, of Chhattisgarh government. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The APR's are sought at every step of up gradation / next promotion. Performance Appraisal for non teaching faculty The appointment is made through the Government of Chhattisgarh and after joining the department as per service rules Departmental Promotion Committee (DPC) is being conducted after every 3 years. The faculty member is also involved in various committees, activities of the college. They are encouraged to attend the paper presentation in seminar & workshop. The faculty member is also encouraged to improve their qualification (Ph.D.) Nonteaching staff like the librarian, office staff, support staff, etc.

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

6.4 - Financial Management and Resource Mobilization

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

College has a well framed accounting and Auditing System evolved over the years of experience. Accounts of the Rajiv Gandhi Government Arts and Commerce College are regularly audited- Internally and Externally. Internal audits are done by a team of Chartered Accountants appointed by the College whereas the External audit is done by a firm of Professional Chartered Accountants. Internal and external Auditors of College are M/s. Mr. Khanduja and Associates, Bilaspur. The audited statements of the college are regularly submitted to statutory authorities and are available in the College. The internal audit is done by the local inquiry committee which inspects the performance of the staff, students, facilities given to the staff and infrastructure.

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

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

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

0

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

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

The College is recognized under Grant-in-Aid pattern and funds received from UGC and State Government. Salary and non-salary grants are received from the state government. Fees received from

the students are deposited in the Atal Bihari Vajpayee University, Bilaspur account and a certain percent of it is forwarded to the state government. The scholarships for students received from the state government are directly credited to the account of the students. The budget for each academic year is prepared by the College and grants received from UGC, RUSA and State Government under the College Development Scheme. The College utilizes fully the grants for the purpose it is being sanctioned.

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

6.5 - Internal Quality Assurance System

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

In College, IQAC plays a vital role relating to quality improvement of student and teacher. In the meeting of IQAC various plans and strategies for the development of the college are discussed, formulated and administration of the college take initiative to implement it. The IQAC always motivates to teaching and learning process. We have to motivate teacher for the participation and paper presentation in state, national and international seminar and workshop. IQAC also encourage to teacher involve research activities. The IQAC channelizes the motivational and cultural program in the College. The IQAC committee of the College organized continuously different motivational and career guidance, social awareness lecture program, cultural program and competitions

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

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

The College implements the quality policy through IQAC. The

College IQAC is the basic advisory body to review the quality of the teaching-learning process of the College. Initially, the IQAC follows the academic calendar provided by Atal Bihari Vajpayee University to plan yearly teaching-learning process. The performance of the student in an internal exam gives the concrete idea to the teachers about the areas where the student needs to help with extra classes. At the need of the session, the feedback taken from Student about the teaching-learning quality and college atmosphere and behavior of the College staff is one of the other methodologies for review the teaching-learning process. The real picture comes out of the main examination result. The College IQAC always planning to improve the atmosphere for the teachinglearning process. The faculties are encouraged to participate and paper presentation. Paper published and conduct in College seminar, workshop and skill development program at least once a year. The College develops a student imagination and writing skill published College magazine.

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

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity is not only a fundamental human right, but a necessary foundation for a peaceful, prosperous and sustainable world. Gender equity in education means that males and females have equal opportunities in terms of economic, social, cultural, and political developments. Our College has taken various steps for promoting gender equality on our campus are follows: Built CCTV Camera: We have 20 CCTV Cameras on our college campus for Safety. The safety of girls is a top priority at every College campus. Nowadays, a safe and supportive campus community is both an obligation and a challenge for College administrators and student. Women Grievance and empowerment cell: A Women Grievance & Empowerment Cell also plays a role actively to address the issues of all the female students in the college. The cell also actively work on this issue outside the campus. Common Room: Separate one common room facility for female students are available on the campus where the students come in their free time to relax and entertain. Awareness program: Awareness programs and workshops on gender sensitivity are regularly organized in the campus and nearby places by the students and faculty members to make them aware towards women issues in order to enhance women empowerment. The female faculty members, staff and students are informed about various laws and rights available for their empowerment.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

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

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

The College has a separate cleaning and waste management department. Cleaning helpers are hired on contract basis as per government rules. Each department is equipped with dustbins. The teachers are motivated to promote cleanliness drive and highlight to students their role in keeping campus eco-friendly, sanitized and cleaned. Respective faculty member monitor waste management practices in their own faculties. The college has its own solid waste management system to make the campus garbage free. We dump green waste products on plants and trees. NSS volunteers and respected teachers of the department also make efforts in promoting the message of cleanliness. The College regularly ensures that all areas of the campus are cleaned. A drive to keep College campus plastic free has been undertaken and the results have been astounding. The College has its own proper sewage/drainage management system. The College has a separate water tank and water cooler.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	B. Any 3 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	A. Any 4 or all of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

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

C. Any 2 of the above

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

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

The College has organized several activities to build and promote

an environment for ethical, cultural, and spiritual values among the students and staff. To support the emotional and religious feelings among the students and the faculty, various important days are celebrated on the campus with the initiative and support of the management for recreation and amusement to generate the feeling of oneness and social harmony. The College and its teacher and staff jointly celebrate the cultural and regional festivals, like New-year's day, Fresher Party, teacher's day, Women's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali celebration, Holi Milan celebration, New Year celebration, Saraswati pooja celebrations, etc. Religious ritual activities are performed on the campus. Inspirational lectures of successful persons of the field are arranged for the all-round development of the students for their personality and boost their confidence and to make them responsible human beings. We focus not only academic and cultural activities, but also a variety of sports activities to build the physical development of the students. In this way the institute on initiatives in providing an friendly environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities,

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

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

The Institution conducts programmes for sensitization of the students and the employees towards moral and social values, their rights and duties. On the occasion of Constitution day on 26 nov we celebrates and various activities like Lectures, patriotic songs and other activities take place on this day. There is provision of a paper for all the undergraduate students in their syllabus under Foundation Course. The paper titled "Environmental Studies and Human Rights" is based of instilling in the students sensitized feelings towards observing and following the ethical and moral values in their behaviour. Moreover, the lectures during

the programmes cover these topics and make the students and the employees aware of values and rights and duties. The Postgraduate Courses also have topics related to moral values, rights and duties. The faculty members, while interacting with the students, also talk about them. There are regular celebrations of national and international days of importance. The talks and discourses of all these programmes centre on values, rights and duties of us all.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

A. All of the above

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

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

Date : Activity

1. 05/06/2021 : International environment day
2. 21/06/2021 : International Yoga Day
3. 11/07/2021 : Population Day
4. 15/08/2021 : Independence Day
5. 29/08/2021 : National Sports Day
6. 02/10/2021 : Gandhi Jayanti
7. 26/11/2021 : Savidhan Divas
8. 01/12/2021 : World Aids Day
9. 10/12/2021 : Human Right Day
10. 12/01/2022 : National Youth Day
11. 24/01/2022 : Rashtriy Balika Divas
12. 25/01/2022 : National Voter Day
13. 26/01/2022 : Republic Day
14. 08/03/2022 : International Female Day

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

7.2 - Best Practices

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

1. Skill based employability programme:

Objectives of programme: It is a fact that getting job opportunities have become more challenging for the students in the country. Some students get into govt. sector and some into private sectors, but majority of the students find themselves searching for the job. This category of the students results due to less awareness of "Employability skills". As the students of this college come from rural background, they are not that connected and exposed to the world and the students have zero exposure on what to do next. To aware students regarding their carrier

opportunities, college provides employability skill programs to broaden their opportunities.

2. Green campus-Clean campus:

Objective: Our College has a motive of keeping the college campus clean and eco-friendly. Various steps were taken to carry into effect. Tree plantation is the best way to magnify student's interest in their local environment and achieve academic goals. Students effectively take the responsibilities of plantation and protection of plants. Annually they plant new saplings and water them regularly. Both girls and boys NSS unit are active in our institute. NSS volunteers effectively drive weekly cleanliness programme. Students clean inside and outside the college campus. This weekly programme provides them a learning opportunity to get involved in the environment and conservation of natural resources. Students become aware that they can play a role in protecting the environment through personal involvement. The students are honored by giving them certificates and prizes to inspire them to protect the environment.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Academic enhancement through skill development - As we all know, success of any institution depends on its steps taken to fulfill the objectives. Our college has been working successfully for the better academic performance. We give it the most priority. Lots of activities are held for this purpose. For making the responsible citizen, we try our level best. To achieve the goal we prepare students for their better future. We organize career guidance programme to give a suitable advise to students. Through lectures, extempore, group discussion, interaction, modern technologies, they develop their skills. The students are prepared for competitive exams. For this some special classes, seminars through special invitees are organized. The college also organize a lecture on various topics like personality developmen,

motivational speech, etc. We have set up a career guidance cell with a facility of books and infrastructure made available for students. We have all the study materials through which students enhance their knowledge. Students of our college are regularly excelling their performance and they are being selected in prestigious jobs. So, eventually we can say our college is always committed to make the students responsible human being, proactive, disciplined, well cultured and innovative .

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

7.3.2 - Plan of action for the next academic year

The college is mainly focusing towards improving their infrastructure. In every academic year the college is developing in terms of quality of faculty, library, sports facility, green and clean campus, etc. The plan of action for the next academic year is as follows:

1. to start postgraduate classes in science and arts stream.
2. to update science lab
3. to update library as e-library
4. to start computer lab
5. to start language lab.
6. to provide hostel facility to students.