



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

RAJEEV GANDHI GOVT. COLLEGE SIMGA

- Name of the Head of the institution

DR. BIRU LAL BARGAH

- Designation

PRINCIPAL (INCHARGE)

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

- Mobile no

9589914278

- Registered e-mail

rg.govtcollege.simga@gmail.com

- Alternate e-mail

iqacellsimga@gmail.com

- Address

NEAR GOVT GARDEN KACHLON ROAD
SIMGA

- City/Town

SIMGA

- State/UT

CHHATTISGARH

- Pin Code

493101

2.Institutional status

- Affiliated /Constituent

AFFILIATED, PT. RAVISHANKAR
SHUKLA UNIVERSITY RAIPUR

- Type of Institution

Co-education

- Location

Rural

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University PT. RAVISHANKAR SHUKLA UNIVERSITY
RAIPUR

- Name of the IQAC Coordinator DR. SANJOGITA TIWARI

- Phone No. 9630244480

- Alternate phone No.

- Mobile 9630244480

- IQAC e-mail address iqacellsimga@gmail.com

- Alternate Email address rg.govtcollege.simga@gmail.com

3.Website address (Web link of the AQAR (Previous Academic Year)) <https://www.govtcollegesimga.ac.in/>

4.Whether Academic Calendar prepared during the year? Yes

- if yes, whether it is uploaded in the Institutional website Web link: <https://govtcollegesimga.ac.in/description/category/55/18>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.01	2022	18/10/2022	17/10/2027

6.Date of Establishment of IQAC 20/08/2015

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
0	0	0	0	0

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 04

- 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)

1. Conduction of Induction Programme for Students upon joining the college, adopting mentor mentee programmes in all disciplines. 2. Encouragement towards ICT based teaching and learning process by assigning scheduled lesson using three smart classroom with interactive boards in all subjects. 3. Conducting class tests on a regular basis along with unit tests, Half-yearly and Annual/Semester Exams in a systematic and orderly manner. 4. Inviting guest lecturer, encouragement to the faculty to participate in National/International Seminar/Conferences and to publish research papers in UGC care journals and book chapters in ISBN books. 5. Organisation of NSS, YRC activities such as village camps, celebrating occasions of national importance and conducting competitions at the college level under extra-curricular activities.

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
Following the academic calendar and conducting internal examinations in time.	Academic calendar followed and internal examinations as well as extracurricular activities conducted accordingly.
Conducting inter-college sports programmes.	Inter-college, zonal level volleyball championship conducted in the college.
Organisation of interdepartmental programmes and taking students to educational tour.	Extracurricular activities such as rangoli, dancing, poster making and speech competitions..
Proposal for increase of seats in the UG as well as PG classes.	Seats increased by 50 for B.A., B.Sc., B.Com. 1st year and M.A. Hindi and Political Science.
Proposal for upgrading of WI-Fi zones in the campus.	Wi-Fi zones upgraded.

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

- Name of the statutory body

Name	Date of meeting(s)
Staff Coun	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	RAJEEV GANDHI GOVT. COLLEGE SIMGA
• Name of the Head of the institution	DR. BIRU LAL BARGAH
• Designation	PRINCIPAL (INCHARGE)
• Does the institution function from its own campus?	Yes
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• Mobile no	9589914278
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• Alternate e-mail	iqacellsimga@gmail.com
• Address	NEAR GOVT GARDEN KACHLON ROAD SIMGA
• City/Town	SIMGA
• State/UT	CHHATTISGARH
• Pin Code	493101
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• Affiliated /Constituent	AFFILIATED, PT. RAVISHANKAR SHUKLA UNIVERSITY RAIPUR
• Type of Institution	Co-education
• Location	Rural
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• Name of the IQAC Coordinator	DR. SANJOGITA TIWARI				
• Phone No.	9630244480				
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• IQAC e-mail address	iqacellsimga@gmail.com				
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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		
9.No. of IQAC meetings held during the year			04		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

<p>been uploaded on the institutional website?</p>		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	<p>No File Uploaded</p>	
<p>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</p>	<p>No</p>	
<ul style="list-style-type: none"> If yes, mention the amount 		
<p>11.Significant contributions made by IQAC during the current year (maximum five bullets)</p>		
<p>1. Conduction of Induction Programme for Students upon joining the college, adopting mentor mentee programmes in all disciplines. 2. Encouragement towards ICT based teaching and learning process by assigning scheduled lesson using three smart classroom with interactive boards in all subjects. 3. Conducting class tests on a regular basis along with unit tests, Half-yearly and Annual/Semester Exams in a systematic and orderly manner. 4. Inviting guest lecturer, encouragement to the faculty to participate in National/International Seminar/Conferences and to publish research papers in UGC care journals and book chapters in ISBN books. 5. Organisation of NSS, YRC activities such as village camps, celebrating occasions of national importance and conducting competitions at the college level under extra-curricular activities.</p>		
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<p></p>		

Plan of Action	Achievements/Outcomes
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- Name of the statutory body

Name	Date of meeting(s)
Staff Coun	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

Rajeev Gandhi Govt. College Simga, provides a comprehensive multidisciplinary curriculum with the aim of equipping the students with an overall knowledge of other fields. Commerce, Science and Arts, the three faculties are there. English and Hindi Foundation is compulsory for students of undergraduate programs in all streams. Rajeev Gandhi Govt. College, Simga is a college offering Multidisciplinary courses in Science, Arts and

Commerce at the Graduation Level. Post Graduate classes are conducted in Political Science and Hindi Literature. Diploma Courses - P.G.D.C.A and D.C.A in are conducted on Self Financing basis by the Computer Department.The students get an option to choose from a varied range of courses according to their choice and need.

16.Academic bank of credits (ABC):

Students at the college have a range of choices in the selection of their subjects at the undergraduate and postgraduate levels. Teachers too employ the use of ICT in their teaching methodology. The College is right now functioning on the pattern of offering graduate level courses in Arts, Science and Commerce ,P.G courses in Political Science and Hindi Literature and Diploma courses of P.G.D.C.A and D.C.A on Self financing basis. The New pattern of education offering choice to students to choose from different subjects and ABC is not yet adopted. Since ours is a Govt. Institution so we are awaiting instructions from the Dept. of Higher education in this regard.

17.Skill development:

Under the aegis of Career and Guidance Cell, the students of the institution are given seminars on career development.The faculty of the college undertake General knowledge classes for students appearing in competitive exams.Regular sports and Yoga activities are undertaken by the students for their health and fitness.Through NSS camp, the students are introduced to life in village where they volunteer to teach the basics of health and hygiene to the villagers.Students of the college also participate in Food Fair, and exhibition of talents whereby they display their talents of culinary skills, handicrafts or entrepreneurial skills. The College has students coming from rural background and low financial status.The purpose of obtaining education for them is not only to attain knowledge about various subjects but also to equip them with necessary skills for the future. The college therefore focuses on various skill development programmes like Communication skills,Tally,Computer Literacy,Mushroom cultivation, Yoga,Language skills etc which polish the personality of students and also prepares them to enter the job market as deserving candidates for various jobs.

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

Our institution which is located in Chhattisgarh,has most of its students who have Chhattisgarhi as their mother tongue. The

faculty of the college use both Hindi as well as English for giving lectures and explaining concepts. We in our College adopt teaching in bilingual system. Since students mostly understand Hindi, it is preferably adopted as a medium of teaching .Due to the onset of Corona Online teaching was adopted in various classes as per the directives by the Dept. of Higher Education. Programmes pertaining to moral values, Cultural reflections are organized from time to time.

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

Program Outcomes (PO) in undergraduate and postgraduate programmes relate to the skills and knowledge imbibed by the students by following the academic plan of study devised by the university and implemented by the college. Throughout the academic session, the students are evaluated by regular unit tests, half yearly exam and Pre university examination. Besides these, the students are given work of projects, assignments and homeworks to encourage their involvement in continuous assessment. Diploma courses of P.G.D.C.A and D.C.A are outcome based cause students who are pass outs from these courses not only get computer proficiency but also develop potential for jobs in various fields. Chhattisgarh being a business hub of adjoining 6 states and a fast developing state oppurtunities of job in IT field are varied and diverse.

20.Distance education/online education:

Rajeev Gandhi Govt. College, Simga has a branch of Pt. Sundar Lal Sharma Open University distance education ,which was established in 2016. Various courses like Arts, English, Hindi, Library Science, Public Administration, D.C.A, P.G.D.C.A,B.C.A, B.Sc. , Mathematics, Jyotish Shastra ,Yoga etc. are conducted here. A total of 150 students were enrolled in 2022.

Extended Profile

1.Programme

1.1 08

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1121

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 1260

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3 301

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 08

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 38

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	08
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1121
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	No File Uploaded

2.3	301
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	08
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	38
Number of sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	58.80
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	40
Total number of computers on campus for academic purposes	

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

Rajeev Gandhi Government college, Simga is affiliated to Pt. Ravishankar Shukla University, Raipur, C.G. Hence our institution adheres to the University's curriculum. We ensure effective curriculum delivery by adopting a planned approach though annual lesson plans which is further bifurcated into monthly and later weekly plan, as mentioned in the daily dairies of the faculty. The annual calendar issued by the university for every session stands an a guideline for preparation of the college academic calendar department wise. We begin the session with orientation programme for the 1st year students for each of the three disciplines (arts, science and commerce), whereby students are informed about their courses and their faculty.

The faculty of the institution regularly participate in faculty induction programmes and refresher course for updation of knowledge in their particulars field. Remedial classes are arranged for students lagging behind in academics. Through the

system of mentor (faculty) and mentee (students weak in academics), we ensure that the students are well prepared to face academic challenges as also challenges related to their mental well-being which helps them in emerging as confident individuals, ready to take on the challenges of life.

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

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

There are whatsapp groups and telegram groups of all the classes with faculty as the admin. In these groups all the information regarding the unit tests, half yearly exam, pre-university exams are shared. Also the students are intimated the syllabus of the concerned test/exam in advance. The notes related to different subjects are shared through these whatsapp and telegram groups. The marks received by the students is kept in the college records.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

03

File Description	Documents
Any additional information	View File
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)

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
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

Some of the ideals of the institute are gender equality, human values, environmental sustainability and interactive with society through field trips.

Gender equality- The high ratio of enrollment of girls in different academic programmes as well as registration in NSS/YRC, as well as their participation in college events and sports etc are suggestive of gender equality.

Human Values- The institution believes in nurturing human values among students, building a good character is essential for the students along with the accumulation of knowledge. Various courses of UG and PG programmes include valuable lessons on the rights and duties of the individuals, social responsibilities, health and nutrition, secularism etc.

Professional Ethics - Through a study of topics such as legislation, corporate governance, public administration, business ethics, human resource management, pollution monitoring and control, bio safety, bioethics, avoiding plagiarism, laboratory ethics, laboratong management etc., the students are made competent in their chosen field or aspired profession.

Environmental studies and sustainable development -

Environment studies as a subject is mandatory for all the students in the graduation programmes. Projects are given to students based on environmental studies.

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.	No File Uploaded

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

08

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	No File Uploaded

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

200

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the **D. Any 1 of the above**

**institution from the following stakeholders
Students Teachers Employers Alumni**

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	View File

1.4.2 - Feedback process of the Institution may be classified as follows **D. Feedback collected**

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1121

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

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

1061

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

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

In order to ensure that slow learners are benefitted, there is the provision of mentoring. Students who are academically advanced, do the mentoring of weaker students. The students who are weak in studies are given counseling, guidance and advice to work on their weaknesses. The training and placement cell helps in inculcation of confidence and interview skills. After the first unit test, the students are categorized as slow and advanced learners based on their marks.

Thereafter systematic teaching methodology is adopted to cater to the needs of the slow learners and also to help in further growth of advanced learners.

While the slow learners are given counseling, extra notes, additional books from the library, the advanced learners are given chances to participate in teaching their juniors, they are provided reference books and notes, are asked to give presentations and act as role models for other 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
1121	08

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The faculty of our institute use a variety of teaching learning techniques, such as the lecture method, interactive discussion method, project-based learning, use of powerpoint presentation and smart class interactive board in taking lessons.

Students participate in group discussions, role play in literature lessons, subject based quiz employing multiple-choice questions, discussions and debates on topics of national as well as international significance. In order to ensure proper learning by students, the institution incorporates the following learning methods:

As a part of participatory learning strategies the students of the college participate in a number of activities such as seminar, group discussions, projects and debate competitions.

To promote problem solving and experiential learning, the students are encouraged to participate in workshops, seminars, attend to guest lecture, study through PPTs, poster presentations and enhancement of public speaking skills etc.

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

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

In order to integrate blended learning into the teaching-learning process, the faculty of the institution involve themselves in online teaching using different ICT platforms such as Google meet, Zoom meetings, college website and social networking sites.

The use of ICT by teachers in the classroom has helped in the development of student-centric teaching methodology, sharing information related to syllabus, dates of exams, assignments, powerpoint presentations through Telegram groups, Zoom and Google classroom. All the students have access to the internet

through face Wi-Fi available in the campus. Also the library provides access to the internet and opportunity to download study material through the internet. There is also the availability of a photocopier machine in the library.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

09

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

2.4 - Teacher Profile and Quality

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

08

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

03

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

24

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

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.

There is a sound procedure for internal examination. Every student is required to write four unit tests per year according to the academic calendar.

The unit tests can take the form of assignments, blackboard presentations, powerpoint presentations, subject related quizzes or any other method employed by the subject teacher. The results of the above tests are discussed in the class and the answer sheets are shown to the students.

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

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

Examination- related issues are handled in a well- organized manner. For addressing the examination related complaint, the students may speak with the concerned teachers, examination committee and the head of the

department. The internal exam related issues can be further resolved by the use of suggestion/complaints box. Those students who are dissatisfied with their university exam results can request for a revaluation from the university by applying online.

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.

Our college being affiliated to the Pt Ravishankar Shukla University, Raipur, the college follows the university's Higher Education policy system, explicitly outlines the course's goals and objectives for each programme. For evaluating Programme outcomes (POs), various factors such as academic excellence, human values, opportunities for livelihood and related skills etc are taken into consideration. Programme specific outcomes are determined on the basis of academic values, social responsibilities and moral values. During the orientation programmes, all the students who are new to the college are intimated about the goals and anticipated results of various programmes. Also, each student is shared the course's complete syllabus learning objectives and assessment plans.

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.

There is a system for the determination of the students level of mastering of the course objectives, programme objectives, and programmes specific objectives.

Attainment of the course outcomes: In order to measure the course outcomes, various means such as the curriculum, internal evaluation methods (unit tests, half yearly exams, pre board exams) setting up of question papers to evaluate the learning levels, evaluation and results are used to gauge the course's outcomes. Also, the course is completed on the given schedule. Additional classes for slow and advanced learners are taken. Regular tests using quizzes, assignments, projects, presentations field activities etc are also taken.

Attainment of program specific outcomes:- For any particular programme undertaken by a student, the overall grade of all their courses is added to the average performance of all the students in that programme to determine the results specific to that programme.

Attainment of the program outcomes: Attainment of the programme outcomes can be evaluated by taking into consideration the number of students who opt for higher education after their graduation are the number of students who take admission in reputed institutions of higher learning. The college monitors its learning results with the use of the online/offline student feedback system.

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

250

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)

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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)	No File Uploaded

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	No File Uploaded

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)	No File Uploaded
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 faculty of the college are encouraged to participate in

research and development activities. The faculty participate in FDP programmes, seminars and conferences. They endeavor to publish research papers and chapters in books with ISBN numbers.

File Description	Documents
Upload any additional information	No File Uploaded
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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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

0

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	No File Uploaded

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

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

02

File Description	Documents
Any additional information	No File Uploaded
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

03

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

Community development initiatives are undertaken under the aegis of the college NSS unit. Camps are organized in nearby village. Through these camps, the students of the college inform the villages about various measures to be taken for sound health, maintenance of cleanliness prevention of female infanticide avoidance of tobacco use etc. and other aspects of healthy community living. The NSS unit performs street plays (Nukkad Natak) on issues of social relevance to educate the villagers regarding their civic duties and responsibilities. Through MOUs the students, by means of skill development programmes, acquire leadership attributes and gain more employability skills.

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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

13

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)	No File Uploaded

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

135

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

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

0

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

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

0

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	No File Uploaded

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.

There are 14 classrooms and 03 smart classrooms with interactive boards for the students. There are five laboratories viz. the chemistry lab, the physics lab, the botany lab, the zoology lab and the computer lab. The library is furnished with a good number of books, journals, magazines, reference materiel and course books. The reading room of the library provides congenial reading environment to both, the students as well as the faculty. The staff room is well equipped with sufficient LED lights, furniture, computer system and almirahs for every department. There are 30 computers in the computer lab.

The college play ground is spastics with plenty of space for sports and parking.

The campus is lush green and pollution free. There are 02 girls common rooms, canteen and free Wi-Fi facility.

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.

There is a sports room with facilities to indoor games such as chess, carom etc. Also there is a yoga room where students

practice yoga on a regular basis. Yoga mats are provided to the students. The college has a spacious playground for outdoor games such as foot ball, volleyball, kho-kho etc. The college courtyard/functions as the badminton court. Students are encouraged to participate in annual sports organized by the college. Students who are found winners during the college sports Competitions, are sent for intercollege, interuniversity and state level competitions. The cultural committee of the college encourages students to participate in various cultural programmes during the annual function. At the time of annual function the toppers receive awards for their academic as well as extra curricular achievements.

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.

03

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

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

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

58.80

File Description	Documents
Upload any additional information	No File Uploaded
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)

The college library is well equipped with a number of books. There are 9857 text books, 3314 reference books. 02 regular daily newspapers, one in Hindi and the other in English are available in the library. The library reading room is spacious and provides a quiet place for reading and note making. Computers and internet are available in the library.

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 E. None 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)

4.00

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

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

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

5220

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

Free internet availability is ensured through free wi-fi in the campus. There are 40 computer systems in the college. Also there are about 03 printers and photocopier machines. There are 03 smarts classrooms with interactive board for the use of students and teachers.

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

4.3.2 - Number of Computers

40

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

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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)

58.8

File Description	Documents
Upload any additional information	No File Uploaded
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.

In order to ensure the safety and security of the students, there are CCTV cameras installed in each and every nook and corner of the college. The classroom maintenance and cleanliness are ensured by the committee made for the purpose. The purchase for the college are governed by the policy of the purchase committee. The college website is maintained regularly. Library books are renewed every year according to the change in the

syllabus. Sports activities are held throughout the year. Annual sports day is conducted every year. Intercollege activities are organized from time to time. On International Yoga Day, the staff as well as the students do Yoga each year.

File Description	Documents
Upload any additional information	View File
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

886

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

5.1.2 - Number of students benefited 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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

C. 2 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)	No File Uploaded

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
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

C. Any 2 of the above

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

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

0

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

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

100

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	No File Uploaded

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

0

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

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.

04

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)	No File Uploaded

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)

Students participate in various curricular and extracurricular programmes. There is students representation in IDAC whereby they can express their concerns freely. They are represented in the Internal Grievance Redressal cell, cultural committees and NSS unit. The students also place their concern through the suggestion box. They are comfortable to meet the Principle regarding any problem faced by them.

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

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)	No File Uploaded

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

There is a registered alumni association. The alumni of the college often visit the college to interact with the students. The annual alumni meet is held wherein the past and the present students get to learn a lot and interact with each other effectively.

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

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

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

The college follows all the rules and regulations of the UGC and also the guidelines given by its affiliating university Pt.

Ravishankar Shukla University, Raipur C.G.Though located in a rural area, the college has played an important role in educating thousands of students year after year. The smooth management of the college is ensured by the active participation of both, the staff as well as students too who are represented in IQAC and NSS units.

The IQAC is a statutory organisation that operates successfully with the help of IQAC members as well as with the support of other staff members. There are various committees for ensuring hassle free working.

The IQAC makes policies for academic and extracurricular activities which are followed meticulously. Students complaints and suggestions are invited through the suggestion box and the students as well as staff grievances are removed by the Grievance Redressal cell of the college. The multilayered feedback system ensures that there is proper communication regarding the various programmes run by the college. The evaluation process helps in determining the areas which require improvement and pave the way for effective administration.

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

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

The college follows the policy of decentralisation at the academic as well as administrative levels. Besides the IQAC, there are 26 different committees which ensure smooth functioning of the college. The IQAC creates the academic calendar, monitors syllabus completion, maintains adequate academic standards also encourages the faculty to take part in research and development activities.

Through the efforts of the Anti-ragging committee, the Grievance Redressal committee, the women's cell and Discipline committee, there is the maintenance of discipline in the college. Besides, the committee for timetable, the committee for exam and the committee for feedback and result analysis ensure the smooth running of academic programmes.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

From its humble beginning in 1989, the college has come a long way. It has emerged as an important seat of learning to the rural community of the district. The college has a number of development plans for the students as well as the faculty.

Strategic plan : To introduce skill development and value-added courses as well as certificate and diploma programmes to enhance the employability skill of the students.

Implementation: The NSS and YRC units are used for extension activities. Students from economically weaker sections of the society are enrolled on minimum fees and meritorious students are provided with scholarships.

The college has signed a memorandum of understanding (MOU) with Bemetera college. The college trains students to excel in sports. The faculty are encouraged to enrol in PhD programmes and continue research publications in UGC-care listed journals as well as other peer-reviewed national/international journals of repute.

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

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.

Administrative set up: The college is successfully managed in both academic and administrative affair by the Principal. The

Principal has his team of Departmental heads, the IQAC Coordinator, the faculty and the office staff. The Principal is authorised to take all the decisions related to academics and administration.

Service Regulations, Practices, and Policies for Hiring and Promotion:

Since the college is affiliated to Pt. Ravi Shankar Shukla University, Raipur, C.G., it abides by all the rules of the University and the UGC for recruitment and promotion of faculty and other staff. For self-financed courses too, the rules framed by UGC for the recruitment of faculty are followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution ensures effective welfare measures for both teaching and non-teaching staff. The staff are entitled to all

the benefits of government programmes such as permission to attend FDP; orientation and refresher courses, short term courses, attending/presenting research papers in national/international conferences, seminars, medical reimbursement facility, earned leave, casual leave, maternity leave, gratuity and pension schemes etc.

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

06

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

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

The college abides by the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the

Maintenance of Standards in higher Education. At the end of the academic session, the performance of each faculty member is evaluated in accordance with their annual self-assessment under the Performance Based Appraisal System (PBAS). According to the API score as per the UGC Career Advancement Scheme (CAS), promotions are recommended for the faculty members. Even the non-teaching staff are evaluated based on their annual performance review and confidential reportson their behaviour, skill at office work, discipline 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

Internal and external financial audits are undertaken periodically. The accounts office of the college maintains all the record of financial transactions. The college appoints an external auditor to prepare annual financial statements for which all the paperwork, the receipts and bills are examined by the auditors. The statutory payments, TDS, PF, remittance etc are examined. The receipt of fees and also the scholarship provided to the students is verified by the external auditors. A report is prepared based on the findings of the audit.

Internal audit is performed by a chartered accountant on a quarterly basis and appropriate revisions and suggestions are incorporated after the evaluation which is documented in the form of internal audit report.

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 primary source of funds for the institute is the student fee (at the time of admission). The purchase committee acquires price quotations from suppliers during the process of getting equipment, books for the library etc. The institutional budget includes cost on salaries, Internet and power, stationary and other maintenance. The annual budget estimates the cost of furniture, laboratory equipment and other repair and maintenance cost. Through creative methods of teaching and learning, the best possible use of resources is ensured. The infrastructure and other physical facilities are used to the fullest by remedial classes, use of interactive boards, motivating students for taking part in extracurricular activities. The college budget is created by the principal and department heads prior to the start of the fiscal year. The institutional budget covers ongoing costs including salaries, Internet and power, stationary and other maintenance activities. It also includes the budget cost on furniture lab equipment and other development costs.

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

6.5 - Internal Quality Assurance System

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

The IQAC prepares the institution's academic calendar in accordance with the guidelines of the university.

The IQAC creates the Action Taken Report at the end of the academic year. The report contains important information about the activities of different departments and different committees.

An important task of the IQAC is to submit the AQAR. The entire team involved with the preparation of AQAR ensures its timely and efficient submission.

The faculty are encouraged to present papers at seminars, conferences, workshops, faculty development programmes etc. The faculty also submit research papers in UGC approved journals.

Once a year, the IQAC organises the Alumni and Parent-Teacher Association meets. The alumni association is a recognised trust.

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

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

The teaching learning process is regularly evaluated and action is taken to raise the quality of academics by the IQAC.

During the orientation programme meant for the new students, they are updated and familiarised with the rules and regulations of the institution the teaching-learning process of the institution, the requirements of the courses of the college, the schedule of the curricular and co-curricular activities etc.

The discipline and anti-ragging committees ensure the smooth functioning of the college.

The IQAC also receives student feedback for each of their courses. The individual faculty members are updated about the analysis of the feedback.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

In order to ensure gender equality on economic, social, cultural, political fronts, different awareness programmes are conducted by the institution. Constant monitoring by the use of CCTV cameras helps in checking student discipline. There are two girls common rooms for the girl students. The discipline committee and the anti-ragging committee of the college ensure that no eve teasing or ragging takes place in the college. Besides, the faculty are assigned mentorship of students to promote their welfare and growth.

The committee against sexual harassment (CASH) undertakes awareness programmes for the girls and encourages them to speak freely on any gender related issues faced by them.

File Description	Documents
Annual gender sensitization action plan	<p><u>Gender Sensitization Action Plan 2022-23</u> <u>Introduction: In order to create a safe and inclusive environment for the students of the college, there is the need for promoting gender sensitization within the college. The proposed gender sensitization action plan aims to initiate steps for creating a suitable environment in the college. Action Plan</u> <u>1. Establishment of a gender sensitization committee : This committee shall exist other than the Committee Against Sexual Harassment (CASH committee) already existing for redressed of grievances against women. The gender sensitization committee shall have representations of the faculty, the office staff as well as students to ensure inclusion of each and every department of the college. 2.</u> <u>Organisation of Programmes for Awareness: The institution shall organize awareness programmes through its NSS unit to create gender sensitivity. Besides these, workshops, seminars and training programmes are to be held from time to time to sensitize the college community towards gender related issues. 3.</u> <u>Strengthening Partnership: The college shall ensure that there is collaboration with NGOs and other organizations which work on gender related issues. For that, conferences, workshops and lectures by social workers etc. are to be organized.</u> <u>4. Evaluation of Progress: Through getting feedback from the students, faculty and office staff, creation of a safe environment towards gender related issues shall he fostered. 5. Recognition</u></p>

	<u>of Efforts : The efforts of individuals and groups towards creating a congenial atmosphere in the college shall be recognized and active member would be awarded to motivate others.</u>
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	View File
Any other relevant information	No File Uploaded

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

The college exercises a number of measures for reducing reusing and recycling of waste. The college uses many dustbins for collecting both the liquid as well as solid wastes. The college undertook a decision to make the campus free of plastic as much as possible. Many garbage cans have been installed in each and every nook and corner of the college. The solid waste is disposed of through the Municipal Corporation help. The e-waste of the college is disposed of with the help of vendors. Lessons on recycling of wastes are given to the students on a regular basis.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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 following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities **B. Any 3 of the above**

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	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

In order to make an inclusive environment with tolerance and harmony across cultural, regional, linguistic, communal and socioeconomic diversities the college implements a number of activities through the college NSS unit on occasions such as celebrating Cleanliness week, organization of camp, Youth Red Cross activities etc.The NSS camp held every year in a nearby village raises awareness among the village folk regarding health issues, issues of healthy community living, voter awareness etc. On the Independence Day as well as the Republic day the Martyr's Day, the Youth Day and many programs are conducted wherein the students take an active part. Essay competition, elocution competition, painting, rangoli making, poster making competitions are held on these days.

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

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

A number of steps are taken by the college to foster awareness among the students and the employees for constitutional rights, duties and responsibilities. The Independence Day and the Republic day are marked by cultural programmes, patriotic songs, speeches and the singing of the national anthem. The message of equality, liberty, fraternity and justice are conveyed through these programmes. On the Constitution Day (November 26) each year, a range of activities and competitions such as essay writing, oath taking, quiz, debate etc are held. As a part of Swachh Bharat campaign, Cleanliness Week is celebrated in the college. Ozone day is also celebrated to create awareness regarding environmental issues. Voter awareness programmes are also held in the college. From time to time, doctors come on a visit sensitizing the students regarding the harmful effects of tobacco use (in various forms).

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

C. Any 2 of the above

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

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

The college celebrates the commemorative days, events and festivals of national international significance through a number of ways. The Independence Day and the Republic day are celebrated with the hoisting of the national flag, singing of the national anthem, singing of patriotic songs, speeches, etc along with cultural programmes based on patriotic themes. The Teachers' day is celebrated by the college with discussions, debates and speeches on the role of teachers in shaping the

lives of their students. Gandhi Jayanti is celebrated by programmes highlighting the values of truth and non-violence as well as cleanliness as emphasized by our father of the nation. Also the National Youth Day, the Constitution Day, the Children's day the Ozone day etc are celebrated through various competitions.

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

7.2 - Best Practices

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

(a) Title:

I) Mentor-mentee programme.

(b)objectives: To enhance the learning outcomes of the students.

(c) The context: Through the mentorship programme, students are able to cope up with difficulties in academics as well as difficulties in dealing with emotional problems or any other limitations.

(d) The Practice: Students weak in studies or unable to perform in any extracurricular activities are marked as mentees and assigned to mentors.

(e) Evidence of success: Students undertaking the mentorship by the faculty show considerable improvement in their annual exam results.

2. a) Title: Focus on improved methods of teaching and learning using ICT.

b) Objectives: encouraging the satisfactory delivery of curriculum material.

c) **The context:** It is necessary to complete the syllabus assigned by the university in due time with the students being able to grasp the contents thoroughly.

d) **The Practice:** The teachers apply chalk and talk method along with effective ICT methods to aid the students' learning.

e) **Evidence of Success:** Increased interaction between the students and the faculty in the class, increased attendance, improvement in pass percentage etc.

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

The activities undertaken by the NSS unit provide a distinctive quality to the institution. Some of the activities of the NSS unit are the tree plantation campaign, donations made to the underprivileged sections of society, cleanliness drives undertaken to clean the college campus and the nearby sports stadium. Social outreach programmes for creating awareness among the nearby villages regarding cleanliness, providing anti-filarial doses to the students enhancing voter awareness, including the virtues of cooperation, unity and brotherhood among the village folk through street plays, debate and oratory awareness about environmental issues, ban on the use of plastic and keeping a tobacco free environment are some of the additional initiatives undertaken by the NSS unit of the college.

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

Rajeev Gandhi Government college, Simga is affiliated to Pt. Ravishankar Shukla University, Raipur, C.G. Hence our institution adheres to the University's curriculum. We ensure effective curriculum delivery by adopting a planned approach through annual lesson plans which is further bifurcated into monthly and later weekly plan, as mentioned in the daily dairies of the faculty. The annual calendar issued by the university for every session stands as a guideline for preparation of the college academic calendar department wise. We begin the session with orientation programme for the 1st year students for each of the three disciplines (arts, science and commerce), whereby students are informed about their courses and their faculty.

The faculty of the institution regularly participate in faculty induction programmes and refresher course for updation of knowledge in their particulars field. Remedial classes are arranged for students lagging behind in academics. Through the system of mentor (faculty) and mentee (students weak in academics), we ensure that the students are well prepared to face academic challenges as also challenges related to their mental well-being which helps them in emerging as confident individuals, ready to take on the challenges of life.

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

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

There are whatsapp groups and telegram groups of all the classes with faculty as the admin. In these groups all the information regarding the unit tests, half yearly exam, pre-

university exams are shared. Also the students are intimated the syllabus of the concerned test/exam in advance. The notes related to different subjects are shared through these whatsapp and telegram groups. The marks received by the students is kept in the college records.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

03

File Description	Documents
Any additional information	View File
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)

0

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

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

0

File Description	Documents
Any additional information	No File Uploaded
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

Some of the ideals of the institute are gender equality, human values, environmental sustainability and interactive with society through field trips.

Gender equality- The high ratio of enrollment of girls in

different academic programmes as well as registration in NSS/YRC, as well as their participation in college events and sports etc are suggestive of gender equality.

Human Values- The institution believes in nurturing human values among students, building a good character is essential for the students along with the accumulation of knowledge. Various courses of UG and PG programmes include valuable lessons on the rights and duties of the individuals, social responsibilities, health and nutrition, secularism etc.

Professional Ethics - Through a study of topics such as legislation, corporate governance, public administration, business ethics, human resource management, pollution monitoring and control, bio safety, bioethics, avoiding plagiarism, laboratory ethics, laboratong management etc., the students are made competent in their chosen field or aspired profession.

Environmental studies and sustainable development -

Environment studies as a subject is mandatory for all the students in the graduation programmes. Projects are given to students based on environmental studies.

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.	No File Uploaded

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

08

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	No File Uploaded

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

200

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

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	D. Any 1 of the above
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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	View File

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

D. Feedback collected

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1121

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

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

1061

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

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

In order to ensure that slow learners are benefitted, there is the provision of mentoring. Students who are academically advanced, do the mentoring of weaker students. The students who are weak in studies are given counseling, guidance and advice to work on their weaknesses. The training and placement cell helps in inculcation of confidence and interview skills. After the first unit test, the students are categorized as slow and advanced learners based on their marks.

Thereafter systematic teaching methodology is adopted to cater to the needs of the slow learners and also to help in further growth of advanced learners.

While the slow learners are given counseling, extra notes, additional books from the library, the advanced learners are given chances to participate in teaching their juniors, they are provided reference books and notes, are asked to give presentations and act as role models for other 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
1121	08

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The faculty of our institute use a variety of teaching learning techniques, such as the lecture method, interactive discussion method, project-based learning, use of powerpoint presentation and smart class interactive board in taking lessons.

Students participate in group discussions, role play in literature lessons, subject based quiz employing multiple-choice questions, discussions and debates on topics of national as well as international significance. In order to ensure proper learning by students, the institution incorporates the following learning methods:

As a part of participatory learning strategies the students of the college participate in a number of activities such as seminar, group discussions, projects and debate competitions.

To promote problem solving and experiential learning, the students are encouraged to participate in workshops, seminars, attend to guest lecture, study through PPTs, poster presentations and enhancement of public speaking skills etc.

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

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

In order to integrate blended learning into the teaching-learning process, the faculty of the institution involve themselves in online teaching using different ICT platforms such as Google meet, Zoom meetings, college website and social networking sites.

The use of ICT by teachers in the classroom has helped in the development of student-centric teaching methodology, sharing information related to syllabus, dates of exams, assignments, powerpoint presentations through Telegram groups, Zoom and Google classroom. All the students have access to the internet through face Wi-Fi available in the campus. Also the library provides access to the internet and opportunity to download study material through the internet. There is also the availability of a photocopier machine in the library.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

09

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

2.4 - Teacher Profile and Quality

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

08

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

03

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

24

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

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.

There is a sound procedure for internal examination. Every student is required to write four unit tests per year according to the academic calendar.

The unit tests can take the form of assignments, blackboard presentations, powerpoint presentations, subject related quizzes or any other method employed by the subject teacher. The results of the above tests are discussed in the class and the answer sheets are shown to the students.

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

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

Examination- related issues are handled in a well- organized manner. For addressing the examination related complaint, the students may speak with the concerned teachers, examination committee and the head of the

department. The internal exam related issues can be further resolved by the use of suggestion/complaints box. Those students who are dissatisfied with their university exam results can request for a revaluation from the university by applying online.

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.

Our college being affiliated to the Pt Ravishankar Shukla University, Raipur, the college follows the university's Higher Education policy system, explicitly outlines the course's goals and objectives for each programme. For evaluating Programme outcomes (POs), various factors such as academic excellence, human values, opportunities for

livelihood and related skills etc are taken into consideration. Programme specific outcomes are determined on the basis of academic values, social responsibilities and moral values. During the orientation programmes, all the students who are new to the college are intimated about the goals and anticipated results of various programmes. Also, each student is shared the course's complete syllabus learning objectives and assessment plans.

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.

There is a system for the determination of the students level of mastering of the course objectives, programme objectives, and programmes specific objectives.

Attainment of the course outcomes: In order to measure the course outcomes, various means such as the curriculum, internal evaluation methods (unit tests, half yearly exams, pre board exams) setting up of question papers to evaluate the learning levels, evaluation and results are used to gauge the course's outcomes. Also, the course is completed on the given schedule. Additional classes for slow and advanced learners are taken. Regular tests using quizzes, assignments, projects, presentations field activities etc are also taken.

Attainment of program specific outcomes:- For any particular programme undertaken by a student, the overall grade of all their courses is added to the average performance of all the students in that programme to determine the results specific to that programme.

Attainment of the program outcomes: Attainment of the programme outcomes can be evaluated by taking into consideration the number of students who opt for higher education after their graduation are the number of students

who take admission in reputed institutions of higher learning. The college monitors its learning results with the use of the online/offline student feedback system.

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

250

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)

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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)	No File Uploaded

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	No File Uploaded

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)	No File Uploaded
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 faculty of the college are encouraged to participate in research and development activities. The faculty participate in FDP programmes, seminars and conferences. They endeavor to publish research papers and chapters in books with ISBN numbers.

File Description	Documents
Upload any additional information	No File Uploaded
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

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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

0

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	No File Uploaded

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

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

02

File Description	Documents
Any additional information	No File Uploaded
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

03

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

Community development initiatives are undertaken under the aegis of the college NSS unit. Camps are organized in nearby village. Through these camps, the students of the college inform the villages about various measures to be taken for sound health, maintenance of cleanliness prevention of female infanticide avoidance of tobacco use etc. and other aspects of healthy community living. The NSS unit performs street plays (Nukkad Natak) on issues of social relevance to educate the villagers regarding their civic duties and responsibilities. Through MOUs the students, by means of skill development programmes, acquire leadership attributes

and gain more employability skills.

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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

13

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)	No File Uploaded

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

135

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

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

0

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

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

0

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	No File Uploaded

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.

There are 14 classrooms and 03 smart classrooms with interactive boards for the students. There are five laboratories viz. the chemistry lab, the physics lab, the botany lab, the zoology lab and the computer lab. The library is furnished with a good number of books, journals, magazines, reference materiel and course books. The reading room of the library provides congenial reading environment to both, the students as well as the faculty. The staff room is well equipped with sufficient LED lights, furniture, computer system and almirahs for every department. There are 30 computers in the computer lab.

The college play ground is spastics with plenty of space for sports and parking.

The campus is lush green and pollution free. There are 02 girls common rooms, canteen and free Wi-Fi facility.

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.

There is a sports room with facilities to indoor games such as chess, carom etc. Also there is a yoga room where students practice yoga on a regular basis. Yoga mats are provided to the students. The college has a spacious playground for outdoor games such as foot ball, volleyball, kho-kho etc. The college courtyard/functions as the badminton court. Students are encouraged to participate in annual sports organized by the college. Students who are found winners during the college sports Competitions, are sent for intercollege, interuniversity and state level competitions. The cultural committee of the college encourages students to participate in various cultural programmes during the annual function. At the time of annual function the toppers receive awards for their academic as well as extra curricular achievements.

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.

03

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

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

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

58.80	
File Description	Documents
Upload any additional information	No File Uploaded
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)	
<p>The college library is well equipped with a number of books. There are 9857 text books, 3314 reference books. 02 regular daily newspapers, one in Hindi and the other in English are available in the library. The library reading room is spacious and provides a quiet place for reading and note making. Computers and internet are available in the library.</p>	
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	E. None 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)

4.00

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

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

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

5220

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

Free internet availability is ensured through free wi-fi in the campus. There are 40 computer systems in the college. Also there are about 03 printers and photocopier machines. There are 03 smarts classrooms with interactive board for the use of students and teachers.

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

4.3.2 - Number of Computers	
40	
File Description	Documents
Upload any additional information	View File
List of Computers	View File
4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS
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)	
58.8	
File Description	Documents
Upload any additional information	No File Uploaded
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.	

In order to ensure e the safety and security of the students, there are CCTV cameras installed in each and every nook and corner of the college. The classroom maintenance and cleanliness are ensured by the committee made for the purpose. The purchase for the college are governed by the policy of the purchase committee. The college website is maintained regularly. Library books are renewed every year according to the change in the syllabus. Sports activities are held throughout the year. Annual sports day is conducted every year. Intercollege activities are organized from time to time. On International Yoga Day, the staff as well as the students do Yoga each year.

File Description	Documents
Upload any additional information	View File
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

886

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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

C. 2 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)	No File Uploaded

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

0

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

0

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

<p>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</p>	<p>C. Any 2 of the above</p>
--	------------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
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
0

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

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

100

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	No File Uploaded

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

0

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

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.

04

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)	No File Uploaded

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)

Students participate in various curricular and extracurricular programmes. There is students representation in IDAC whereby they can express their concerns freely. They are represented in the Internal Grievance Redressal cell, cultural committees and NSS unit. The students also place their concern through the suggestion box. They are comfortable to meet the Principle regarding any problem faced by them.

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

146	
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)	No File Uploaded

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

There is a registered alumni association. The alumni of the college often visit the college to interact with the students. The annual alumni meet is held wherein the past and the present students get to learn a lot and interact with each other effectively.

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

The college follows all the rules and regulations of the UGC and also the guidelines given by its affiliating university Pt. Ravishankar Shukla University, Raipur C.G.Though located in a rural area, the college has played an important role in educating thousands of students year after year. The smooth management of the college is ensured by the active participation of both, the staff as well as students too who are represented in IQAC and NSS units.

The IQAC is a statutory organisation that operates successfully with the help of IQAC members as well as with the support of other staff members. There are various committees for ensuring hassle free working.

The IQAC makes policies for academic and extracurricular activities which are followed meticulously. Students complaints and suggestions are invited through the suggestion box and the students as well as staff grievances are removed by the Grievance Redressal cell of the college. The multilayered feedback system ensures that there is proper communication regarding the various programmes run by the college. The evaluation process helps in determining the areas which require improvement and pave the way for effective administration.

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

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

The college follows the policy of decentralisation at the academic as well as administrative levels. Besides the IQAC, there are 26 different committees which ensure smooth functioning of the college. The IQAC creates the academic calendar, monitors syllabus completion, maintains adequate academic standards also encourages the faculty to take part in research and development activities.

Through the efforts of the Anti-ragging committee, the Grievance Redressal committee, the women's cell and Discipline committee, there is the maintenance of discipline

in the college. Besides, the committee for timetable, the committee for exam and the committee for feedback and result analysis ensure the smooth running of academic programmes.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

From its humble beginning in 1989, the college has come a long way. It has emerged as an important seat of learning to the rural community of the district. The college has a number of development plans for the students as well as the faculty.

Strategic plan : To introduce skill development and value-added courses as well as certificate and diploma programmes to enhance the employability skill of the students.

Implementation: The NSS and YRC units are used for extension activities. Students from economically weaker sections of the society are enrolled on minimum fees and meritorious students are provided with scholarships.

The college has signed a memorandum of understanding (MOU) with Bemetera college. The college trains students to excel in sports. The faculty are encouraged to enrol in PhD programmes and continue research publications in UGC-care listed journals as well as other peer-reviewed national/international journals of repute.

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

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.

Administrative set up: The college is successfully managed in both academic and administrative affair by the Principal. The Principal has his team of Departmental heads, the IQAC Coordinator, the faculty and the office staff. The Principal is authorised to take all the decisions related to academics an administration.

Service Regulations, Practices, and Policies for Hiring and Promotion:

Since the college is affiliated to Pt. Ravi Shankar Shukla University, Raipur, C.G., it abides by all the rules of the University and the UGC for recruitment and promotion of faculty and other staff. For self-financed courses too, the rules framed by UGC for the recruitment of faculty are followed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
The institution ensures effective welfare measures for both teaching and non-teaching staff. The staff are entitled to all the benefits of government programmes such as permission to attend FDP; orientation and refresher courses, short term courses, attending/presenting research papers in national/international conferences, seminars, medical reimbursement facility,earned leave, casual leave,maternity leave,gratuity and pension schemes etc.	
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

06

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

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

The college abides by the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the

Maintenance of Standards in higher Education. At the end of the academic session, the performance of each faculty member is evaluated in accordance with their annual self-assessment under the Performance Based Appraisal System (PBAS). According to the API score as per the UGC Career Advancement Scheme (CAS), promotions are recommended for the faculty members. Even the non-teaching staff are evaluated based on their annual performance review and confidential report on their behaviour, skill at office work, discipline 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

Internal and external financial audits are undertaken periodically. The accounts office of the college maintains all the record of financial transactions. The college appoints an external auditor to prepare annual financial statements for which all the paperwork, the receipts and bills are examined by the auditors. The statutory payments, TDS, PF, remittance etc are examined. The receipt of fees and also the scholarship provided to the students is verified by the external auditors. A report is prepared based on the findings of the audit.

Internal audit is performed by a chartered accountant on a quarterly basis and appropriate revisions and suggestions are incorporated after the evaluation which is documented in the form of internal audit report.

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 primary source of funds for the institute is the student fee (at the time of admission). The purchase committee acquires price quotations from suppliers during the process of getting equipment, books for the library etc. The institutional budget includes cost on salaries, Internet and power, stationary and other maintenance. The annual budget estimates the cost of furniture, laboratory equipment and other repair and maintenance cost. Through creative methods of teaching and learning, the best possible use of resources is ensured. The infrastructure and other physical facilities are used to the fullest by remedial classes, use of interactive boards, motivating students for taking part in extracurricular activities. The college budget is created by the principal and department heads prior to the start of the fiscal year. The institutional budget covers ongoing costs including salaries, Internet and power, stationary and other maintenance activities. It also includes the budget cost on furniture lab equipment and other development costs.

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

6.5 - Internal Quality Assurance System

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

The IQAC prepares the institution's academic calendar in accordance with the guidelines of the university.

The IQAC creates the Action Taken Report at the end of the academic year. The report contains important information about the activities of different departments and different committees.

An important task of the IQAC is to submit the AQAR. The entire team involved with the preparation of AQAR ensures its timely and efficient submission.

The faculty are encouraged to present papers at seminars, conferences, workshops, faculty development programmes etc. The faculty also submit research papers in UGC approved journals.

Once a year, the IQAC organises the Alumni and Parent-Teacher Association meets. The alumni association is a recognised trust.

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

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

The teaching learning process is regularly evaluated and action is taken to raise the quality of academics by the IQAC.

During the orientation programme meant for the new students, they are updated and familiarised with the rules and regulations of the institution the teaching-learning process of the institution, the requirements of the courses of the college, the schedule of the curricular and co-curricular activities etc.

The discipline and anti-ragging committees ensure the smooth functioning of the college.

The IQAC also receives student feedback for each of their courses. The individual faculty members are updated about the analysis of the feedback.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
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

In order to ensure gender equality on economic, social,

cultural, political fronts, different awareness programmes are conducted by the institution. Constant monitoring by the use of CCTV cameras helps in checking student discipline. There are two girls common rooms for the girl students. The discipline committee and the anti-ragging committee of the college ensure that no eve teasing or ragging takes place in the college. Besides, the faculty are assigned mentorship of students to promote their welfare and growth.

The committee against sexual harassment (CASH) undertakes awareness programmes for the girls and encourages them to speak freely on any gender related issues faced by them.

File Description	Documents
Annual gender sensitization action plan	<p><u>Gender Sensitization Action Plan 2022-23 Introduction: In order to create a safe and inclusive environment for the students of the college, there is the need for promoting gender sensitization within the college. The proposed gender sensitization action plan aims to initiate steps for creating a suitable environment in the college. Action Plan 1. Establishment of a gender sensitization committee : This committee shall exist other than the Committee Against Sexual Harassment (CASH committee) already existing for redressed of grievances against women. The gender sensitization committee shall have representations of the faculty, the office staff as well as students to ensure inclusion of each and every department of the college. 2. Organisation of Programmes for Awareness: The institution shall organize awareness programmes through its NSS unit to create gender sensitivity. Besides these, workshops, seminars and training programmes are to be held from time to time to sensitize the college community towards gender related issues. 3. Strengthening Partnership: The college shall ensure</u></p>

	<p><u>that there is collaboration with NGOs and other organizations which work on gender related issues. For that, conferences, workshops and lectures by social workers etc. are to be organized. 4. Evaluation of Progress: Through getting feedback from the students, faculty and office staff, creation of a safe environment towards gender related issues shall be fostered. 5. Recognition of Efforts : The efforts of individuals and groups towards creating a congenial atmosphere in the college shall be recognized and active member would be awarded to motivate others.</u></p>
<p>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</p>	<p style="text-align: center;">Nil</p>

<p>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</p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

<p>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</p>
<p>The college exercises a number of measures for reducing reusing and recycling of waste. The college uses many dustbins for collecting both the liquid as well as solid</p>

wastes. The college undertook a decision to make the campus free of plastic as much as possible. Many garbage cans have been installed in each and every nook and corner of the college. The solid waste is disposed of through the Municipal Corporation help. The e-waste of the college is disposed of with the help of vendors. Lessons on recycling of wastes are given to the students on a regular basis.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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 following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

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

C. Any 2 of the above

copies of reading material, screen reading

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

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

In order to make an inclusive environment with tolerance and harmony across cultural, regional, linguistic, communal and socioeconomic diversities the college implements a number of activities through the college NSS unit on occasions such as celebrating Cleanliness week, organization of camp, Youth Red Cross activities etc.The NSS camp held every year in a nearby village raises awareness among the village folk regarding health issues, issues of healthy community living, voter awareness etc. On the Independence Day as well as the Republic day the Martyr's Day, the Youth Day and many programs are conducted wherein the students take an active part. Essay competition, elocution competition, painting, rangoli making, poster making competitions are held on these days.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional

obligations: values, rights, duties and responsibilities of citizens

A number of steps are taken by the college to foster awareness among the students and the employees for constitutional rights, duties and responsibilities. The Independence Day and the Republic day are marked by cultural programmes, patriotic songs, speeches and the singing of the national anthem. The message of equality, liberty, fraternity and justice are conveyed through these programmes. On the Constitution Day (November 26) each year, a range of activities and competitions such as essay writing, oath taking, quiz, debate etc are held. As a part of Swachh Bharat campaign, Cleanliness Week is celebrated in the college. Ozone day is also celebrated to create awareness regarding environmental issues. Voter awareness programmes are also held in the college. From time to time, doctors come on a visit sensitizing the students regarding the harmful effects of tobacco use (in various forms).

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

C. Any 2 of the above

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

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

The college celebrates the commemorative days, events and festivals of national international significance through a number of ways. The Independence Day and the Republic day are celebrated with the hoisting of the national flag, singing of the national anthem, singing of patriotic songs, speeches, etc along with cultural programmes based on patriotic themes. The Teachers' day is celebrated by the college with discussions, debates and speeches on the role of teachers in shaping the lives of their students. Gandhi Jayanti is celebrated by programmes highlighting the values of truth and non-violence as well as cleanliness as emphasized by our father of the nation. Also the National Youth Day, the Constitution Day, the Children's day the Ozone day etc are celebrated through various competitions.

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

7.2 - Best Practices

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

(a) Title:

1) Mentor-mentee programme.

(b) objectives: To enhance the learning outcomes of the students.

(c) The context: Through the mentorship programme, students are able to cope up with difficulties in academics as well as difficulties in dealing with emotional problems or any other limitations.

(d) The Practice: Students weak in studies or unable to perform in any extracurricular activities are marked as mentees and assigned to mentors.

(e) Evidence of success: Students undertaking the mentorship by the faculty show considerable improvement in their annual exam results.

2. a) Title: Focus on improved methods of teaching and learning using ICT.

b) Objectives: encouraging the satisfactory delivery of curriculum material.

c) The context: It is necessary to complete the syllabus assigned by the university in due time with the students being able to grasp the contents thoroughly.

d) The Practice: The teachers apply chalk and talk method along with effective ICT methods to aid the students' learning.

e) Evidence of Success: Increased interaction between the students and the faculty in the class, increased attendance, improvement in pass percentage etc.

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

The activities undertaken by the NSS unit provide a distinctive quality to the institution. Some of the activities of the NSS unit are the tree plantation campaign, donations made to the underprivileged sections of society, cleanliness drives undertaken to clean the college campus and the nearby sports stadium. Social outreach programmes for creating awareness among the nearby villages regarding cleanliness, providing anti-filarial doses to the students enhancing voter awareness, including the virtues of cooperation, unity and brotherhood among the village folk through street plays, debate and oratory awareness about environmental issues, ban on the use of plastic and keeping a tobacco free environment are some of the additional initiatives undertaken by the NSS unit of the college.

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

7.3.2 - Plan of action for the next academic year

For the academic session 2023-24 the following activities are proposed:

- 1) Setting up a Botanical Garden in the college.
- 2) Value added courses and certificate programmes.
- 3) Emphasis on publication of more research papers in UGC care listed journals by the faculty.
- 4) Free coaching for NET/SLET exams for PG students.

- 5) Establishment of an Eco club.
- 6) Hosting more intercollege events.
- 7) Organizing seminars and workshops.
- 8) Organization of blood donation camps by YRC.