SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

SANT SHIROMANI GURU RAVIDAS GOVT COLLEGE SARGAON

AT P. O. - SARGAON, DIST-MUNGELI

495224

www.ssgrgcsargaon.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sant Shiromani Guru Ravidas Government College Sargaon, Dist- Mungeli (Chhattisgarh) was established in 2010 by the Department of Higher Education, Chhattisgarh Government, Raipur with a well- defined motive of "rural youth empowerment through quality education in science, arts and commerce". The neighbor-hood villages and community of Sargaon naturally felt the need of the college imparting higher education to their coming generations and the establishment of the college translated their dream into reality.

The college offers traditional courses like B.Sc., B. A. and B.Com. Every year the students come out with flying colors in the university exams and their achievements speak volumes.

Intellectual development forms the chief feature of the college. The courses of study are varied and comprehensive. The medium of instruction is mainly Hindi but certain subjects are also taught through English medium.

The teaching staff of the college is well educated, competent, devoted to duties and committed to social and educational development of local, rural students. Eight teachers have done their Ph.D. long ago and three teachers are doing Ph.D.

During the last five years, the college has made systematic efforts to build excellence in teaching, learning, research, and extension activities, and to create appropriate opportunities for employability of the students.

The college is permanently affiliated to Atal Bihari Vajpai University, Bilaspur(C.G.)

The college got recognition under Section 2(f) in 2014 and 12(B) of UGC Act, 1956 in 2016.

The IQAC was established in June 2018 and has been promoting many processes for quality sustenance and enhancement.

The Self Study Report (SSR) of Sant Shiromani Guru Ravidas Government College, Sargaon, District-Mungeli (C.G.) has been prepared keeping in view all the seven core values advocated by NAAC. The whole exercise has been a part of the institutional sincere effort for continuous quality improvement as well as self assessment. While preparing the report utmost care has been taken to reflect objectivity, self analysis and professional ethics of the college. Truly speaking, it has been a great learning experience for the stakeholders of the college.

Vision

To impart quality education to the students belonging to the rural area, updating their knowledge, creating social awareness and responsibility and imbibing morality.

To carry out need-based and value-based education for community development

To promote innovations in planning, teaching and evaluation to achieve higher peaks of perfections

To provide equal opportunity to both genders

To develop the skills of students for better employment prospects, for being self-reliant, self dependent and for creating employment for needy people

Mission

'Empowering rural youth with quality education'

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

A prestigious college known exclusively for education in Science, Arts and Commerce in the rural area of Sargaon in Mungeli district Chhattisgarh.

Well catchment area that creates admission pressure. Students from all sections of society take admission in this college. Most of the students belong to SC, ST and OBC categories. They come from surrounding villages.

A college of three streams: Science Art and Commerce. The students can offer three subjects out of the following subjects at B.A.: Hindi Literature, Economics, Political science, Sociology and History.

Highly qualified, senior, well experienced competent and dedicated faculty members. Eight faculty members have done their Ph.D. long ago, three faculty members are doing Ph.D. Most faculty members have more than twenty five years of teaching experience, research acumen and absolute devotion to profession. Three faculty members have been selected and appointed by C.G. public service commission some years ago.

Team work, dedication and harmony among staff members.

Large and green campus. The college building has big lecture halls, small lecture rooms, library, common room for boys and girls separately, Science lab and several other things.

Healthy academic environment, serene and green campus, clean and grand building for students and staff.

Adequate sports facilities, NSS and Youth Red Cross society for boys and girls.

Facilities for students –pure and safe drinking water, internet facility, large number of computers, rich library and well equipped sports facilities with indoor games.

Online Admission System

Continuous Assessment System

The academic environment is monitored and maintained by the Academic Audit Committee

The academic audit of the college is done by a peer team of other colleges.

Regular feedback is obtained and analyzed.

Rain water harvesting, percolation pit and compost pit are eco- friendly initiatives of the college.

Common room and reading room facility for students.

Rural camps and other philanthropic activities are undertaken by NSS, YRC and other departments.

Institutional Weakness

Inadequate set up of teaching & non-teaching staff, vacant sanctioned posts.

Irregular transfer policy that harshly affects the academic progress/ development and completion of plan/ projects.

Students come from rural and backward areas.

Inadequate student: teacher's ratio and lack of classrooms with ICT faculty.

Heavy work load on faculty members and less number of supporting (technical and non-technical) staff.

Inadequate infrastructure i.e. class room, laboratory, library, laboratory equipment, sports facilities and common room with toilet as per growing student's strength.

Insufficient faculty members, laboratory and office staff.

Lack of boys and girls hostel, central research laboratory, central science laboratory, auditorium, staff quarters and guest house.

Lack of PG departments in science, arts and commerce.

Lack of research center and research facilities.

Attraction of students towards professional course like BE, BCA, BBA, MBA etc.

Lack of science stream such as B.Sc. (Maths).

Institutional Opportunity

Recognition as a well reputed and prestigious institution of higher education and learning.

Potential to start science streams such as B.Sc. (Maths) & M.Sc.

Potential for getting more funds from funding agencies like UGC and RUSA

Availability of students to increase the intake capacity and thrust of academic enhancement in this area.

- Availability of resource persons in surrounding areas.
- Linkage/collaborations with different institutions.
- Capacity to enhance vocational/ job oriented/ professional courses.
- Mobilization of extension agencies through tie up.
- Scope of various extension activities for society.
- Scope to strengthen cultural and sport talent.
- Scope for research in fields of science, arts and commerce.
- RUSA as a major source of funding for heads that are not supported by the UGC or the State Government.

Institutional Challenge

- Sudden growth of technical and professional education and no corresponding changes in school education, so the quality of entry into higher education is in question.
- To teach students mostly coming from under privileged and down trodden sections of society.
- Attractive terms and conditions offered by industries to the brilliant students. Reducing the availability of talented students for higher studies, hence there is a challenge to increase the number of job oriented courses, professional course and vocational courses and to attract MNCs/corporate sectors for placement of students.
- Continuous need to revise the course content and high redundancy rate of the available resources/ opportunity/ technology.
- Inadequacy in availability of proportionate infrastructure and funds with reference to time and space.
- Less employability and lack of communication skills.
- Lack of skill development.
- Complex purchase/ procurement procedure laid down by state government.
- The quality of academic services, research activities and student support programs are a few of other challenges ahead.
- Challenges to raise the academic standard of students belonging to SC/ST/OBC categories.
- Challenges to raise their cultural standard.
- Challenges to develop their personality, communication skills and other skills.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to Atal Bihari Vajpai University, Bilapur (C.G). The University constitutes the Board of Studies (BOS) for making the curriculum of each subject. The teaching faculties of different subjects of different colleges affiliated to the university are made the members of the BOS. Thus, the Board of Studies makes the curricula of all subjects and these curricula are followed and implemented by the college. After three years the curriculum of each subject is revised. The curricula are framed as per the needs of the society, changing circumstances, development of science and information technology and job opportunities for students.

The college ensures effective curriculum delivery through a well planned and documented process. The college develops and deploys action plans for effective implementation of the curriculum in the beginning of the

session. The faculties of the each subject divide the syllabus in several units, explain the divided syllabus in details, get familiar with difficulties and provide solutions to students. After completing the syllabus unit wise the teachers conduct unit tests and evaluate the performance of students.

Workshops on revised curriculum: many staff attended workshops on revised curriculum. In workshops, contents, daft and relevance of the curriculum have been discussed. It helps the faculty to deliver the curriculum effectively.

The college is offering three academic programs at UG level - B. Sc, B.Com and B.A.

- Some teachers contribute in design and development of university curriculum as Chairmen/ subcommittee members in the Board of Studies (BOS), Atal Bihari Vajpai University, Bilaspur Chhattisgarh and some autonomous colleges.
- Some faculties member hold positions and are represented as members in research development committee and subject experts in Chhattisgarh Public Service Commission, Raipur.
- Regular feedback on curriculum is obtained from students and stake holders. College level BOS involves students, external stakeholders in getting feedback on curriculum.
- For its further up-gradation these suggestions are conveyed to university BOS. Many members of staff have participated in 'workshop' on revised syllabus.
- The teachers explain the entire syllabus in details to the students.
- Rigorous and regular internal evaluation

Teaching-learning and Evaluation

The institution has transparent admission process. All the important information related to admission is provided in the brochure, on the website, on the notice board and in the local newspapers. The admission is done entirely on the basis of merit. The reservation policy of government for SC/ST/OBC, physically challenged/women/achievers in sports and extracurricular activities, is followed strictly. The college offers a well- organized system for the all-round development of students coming from diverse fields and localities. However, the college has a set up to cater to the diversity of students. Induction programs at the beginning of each session help students to learn about the courses, the objectives, infrastructural facilities and traditions of the college. Remedial classes are conducted to assist students from SC/ST/OBC/minorities /slow learners.

The needs of differently abled are fulfilled with empathy and compassion. Advance learners are motivated and inspired to achieve higher goals and shoulder important responsibilities in student's activities. The college has a meticulously planned system, so the teaching learning process moves on oiled wheels. The college follows the academic calendar sent by the Department of Higher Education, C.G. Government, Raipur. Teaching plans, syllabus and evaluations process are explained to the students class wise by the faculty members beside the induction programs. Faculty members take classes properly as per central time table and maintain a daily dairy. They use generally the traditional lecture method, talk and chalk method in most of theory classes. However LCD, LED, OHP and model demonstration are being used whenever required. The well equipped laboratories of Botany, Zoology, and Chemistry   further enhance the teaching learning process. The library, computer internet facility and NRC emphasize a student centric system. A holistic education is imparted as students get valuable exposure to a number of extracurricular activities and sports facilitated by highly qualified, devoted teachers and energetic sports persons. The college has a total number of eleven regular faculty members. The college has internal examinations cell which organizes different unit tests and session tests and pre-final exams for students. The result of the students are analyzed in depth to evaluate the performance of students.

Research, Innovations and Extension

The research committee of the college promotes and monitors the progress of research work. The college has a Network Resource Centre. Internet facilities for faculties and students, well equipped laboratories, and a rich central library are available to inspire and facilitate the teaching, learning & research. Eight teachers have done their Ph. D. long ago .Three faculty members are the research supervisors. Dr. Abha Tripathi, Prof. of Sociology has supervised more than 22 candidates for doing Ph. D. 23 candidates have successfully done their Ph. D. under her guidance and supervision. Three faculty members are doing Ph.D. The faculty members actively participate in seminars and workshops and present research papers. They inspire the students to do research in their respective fields of knowledge. Faculty members conduct interdisciplinary and inter-institutional research work and the outcomes are visible through substantial number of the publication in the various paper reviewed journal. Several teachers have published the research articles in reputed national and international journals with high impact factor.

NSS, NCC, Science, Arts and Commerce departments conduct wide range of extension activities. The extension activities of the college are monitored by the enthusiastic participation of students and faculty coordinators in NSS, Youth Red Cross and Career and Counseling Cell and Placement Cell. Tree plantation drives, village visits, creative awareness towards cleanliness, removal of old and rotten traditional and customs of society such as superstition, dowry system, un-touch-ability, intoxication etc. are a part of NSS cadets. Health awareness programs, AIDS awareness, blood donation camps, health checkup etc. are a part of Youth Red Cross society of the college. The Career and Counseling Cell informs the students regarding several job opportunities in different fields. The Placement Cell is trying to contact the placement officers of different industries situated in Bilaspur and Mungeli districts to offer placement opportunity to the students of the college. Different colleges of the district are involved with this college in matters of teaching, learning, research and development.

Infrastructure and Learning Resources

The college has a green expansive campus. It is situated in the rural and backward area of Sargaon. The college has a newly constructed grand building. There are 10 class rooms as lecture halls. There are 2 class rooms for tutorial classes. There is a well furnished and decorated principal's chamber. The professor's chamber is big and beautiful. The laboratories of Botany, Zoology and Chemistry are well equipped and peaceful. It is the age of science and information technology. So students are inspired to learn the basic knowledge of computer science. The college has proper washrooms and facilities for providing clean drinking water. RO drinking water facility is made available in the college building to keep the students hale and hearty. There are well managed common rooms for girls and boys separately. Sports are a very important component in any educational programs as it adds to the overall personality and character development of students. The college has a court for badminton, volleyball and table-tennis and other indoor games. In future a laboratory for computer science will be established for imparting the knowledge of the information technology to the students. The maintenance of the infrastructure is done through the Public Works Department (PWD) of C.G. Government, facilitated by a committee. Each department maintains its specific area and laboratory, if any. The central library of the college is spacious, neat and clean, with sufficient space for reading. There are thousands of text books and reference books of all subjects of all programs. Books in Hindi medium and English medium are available in the library. The library will have INFLIBNET facility in near future. The college has utilized adequate funds or maintenance and creation of newer facilities like CCTVs, RO water, Rain Water Harvesting Unit, purchase of new furniture and repairing of broken furniture, purchase of new Equipments and other

necessary things.

The college has define policies for the maintenance of physical and academic support facilities. Maintenance of computers, laboratories, library and class rooms is done by the non- teaching staff, the students of Earn and Learn Scheme and some experts.

Student Support and Progression

The college provides very good infrastructure and academic facilities to all its students. Examination results, high demand ratio and well placed alumni of the college are proof of the student support system. The website and college brochure provide all necessary important information. The government reservation policies are followed to provide support to the underprivileged.

Various types of scholarships are distributed to the students belonging to ST, SC, OBC and Minority categories. Books and stationeries are distributed to students belonging to SC and ST categories. BPL book bank is available for students belonging to BPL.

The college provides support to students through "Earn While Learn Scheme". In addition to providing monetary aid these schemes also provide personal and psycho-social guidance to students.

The Alumni Association of the college always ready to lend a helping hand to students in all possible areas. Some alumni conduct health awareness programs for students and with students they conduct health awareness programs for villagers of the neighboring villages.

The college also has a Career and Counseling Cell and Placement Cell which have helped students in many ways. Sports are forte of the college, and many numbers of students have won accolades at intercollegiate and state levels. Cultural events are part of the varied activities in which students get involved and perform well. The students actively participate in different literary competitions such as- essay writing, speech, debate etc, and different cultural and art competitions such as Rangoli, Mehandi, Dance, Mono Acting, Singing, etc, and their performance is wonderful and exciting. The NSS, Youth Red Cross, departmental associations and other societies are very active and under their banners, students have been able to carve niches for themselves at local and state levels.

Percentage of students' progression in B.Sc. B.A. and B.Com courses is high, with 70% students opting for higher education. After passing from this college the students seek admission in PG in other colleges or universities and then make a bright career in the field of their choice.

Governance, Leadership and Management

This is a prestigious college in Sargaon and caters education to the downtrodden, needy and economically weaker section of the society. The principal and all members of staff, the President and all members of Janbhagidari Samiti are devoted to the institution and have a clear vision of present and future growth in education. The vision of the college is to give a holistic education and prepare citizens who are committed to the nation, sensitive to the needs of suffering humanity, and have moral uprightness and strength. Students should be equipped to face the global changes brought in by technology, and have a deep desire to excel. A sensitive awareness of local, national and global needs is a dire need today, and its onus lies on education. This

vision is pursued by the administrative set up of the college, and efficient governance through inspired leadership. The Principal, Head of Departments, internal examination cell, different committees and IQAC work together with all faculty members and support staff to ensure the smooth functioning of the college. The Staff Council, the Janbhagidari Samiti and various committees function in unison. Representatives from government, university, students, alumni, parents, eminent citizens and senior staff members in different bodies ensure interactions with all stakeholders.

The college has formed a Grievance Redressal Cell for faculty, staff and students to address their complaints and Grievance Cell and then try their best to resolve them is separate Anti sexual harassment committee which object is to prevented cases of harassment and to look into grievances of girl students. Anti raging committee is formed to work on the cases related to raging if any.

The college has a system for internal auditing and external auditing is done by the officers of C. G. Government or Accountant General office, Raipur.

The college makes available various staff welfare schemes and motivates teachers to take the benefits of the schemes.

Institutional Values and Best Practices

The college is committed to the core values pursued by UGC and NAAC to enhance education and prepare students to face the challenges of the fast changing world. A sincere effort has been made by the college to follow and implement these core values:

- Contributing to national development
- Fostering global competencies among students
- Inculcating value system among students
- Promoting the use of science and information technology and skilled development
- Quest for excellence
- The spirit of national unity and integrity is instilled in students by organizing national festivals, socially relevant and beneficial events and birthdays of national heroes.
- Historical and cultural heritages near sargaon are taken care of and properly maintained by the college and students.
- Steps are taken to save energy through use of LED bulbs, CFL and Fluorescent.
- Efforts are made for Carbon Neutrality through Tree Plantation, practicing use of one side blank pages for printing, Zero waste and plastic free campus.

The college is committed to environmental consciousness and this is reflected in the compulsory paper environmental studies. Reaching out to humanity is attained through the activities of NSS, YRC, departmental associations and other societies. Many innovative methods of teaching and evaluation have been incorporated into the system in the past years: the increased use of technology and the internet, examination reform with internal assessments and question pattern, social activities, environmental consciousness, and others are described in details.

Best Practices of the college are:

1. Academic Audit:

The broad objectives of the academic audit have been an independent assessment of the college by an external peer team. The team is empowerd and expected to express views and give suggestion for the improvements in the systems being followed by the college.

2. Health Awareness Programs:

Students are the repository of all that is vital and vigorous in society. They are dynamic forces in the social organism. Through NSS and YRC they organized several health awareness programs for the benefit of students and the villagers of the surrounding villages.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SANT SHIROMANI GURU RAVIDAS GOVT COLLEGE SARGAON
Address	AT P. O. - Sargaon, Dist-Mungeli
City	Sargaon
State	Chhattisgarh
Pin	495224
Website	www.ssgrgcsargaon.ac.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal(in-charge)	Shailesh Prasad Ambasth	07752-275777	7999183613	-	ssgrgovtcollegesargaon@gmail.com
IQAC / CIQA coordinator	Nalin Kumar Singh	-	9827653971	-	nalin02singh@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-01-2010

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chhattisgarh	Atal Bihari Vajpayee Vishwavidyalaya	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	27-05-2014	View Document
12B of UGC	19-08-2016	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	AT P. O. - Sargaon, Dist- Mungeli	Semi-urban	5	1992

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,F C Chemistry Zoology Botany	36	Twelfth	Hindi	80	79
UG	BCom,All Compulsory Subject	36	Twelfth	Hindi	60	40
UG	BA,F C History Sociology Pol Science Economics Hindi Lit	36	Twelfth	Hindi	80	80

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				11
Recruited	0	0	0	0	0	0	0	0	6	5	0	11
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				6
Recruited	5	0	0	5
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				3
Recruited	3	0	0	3
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	4	0	8
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	1	0	0	1

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	265	0	0	0	265
	Female	336	0	0	0	336
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	86	87	101	83
	Female	90	83	85	71
	Others	0	0	0	0
ST	Male	14	14	20	13
	Female	14	13	11	16
	Others	0	0	0	0
OBC	Male	150	127	131	115
	Female	149	157	126	111
	Others	0	0	0	0
General	Male	10	3	4	4
	Female	11	6	8	8
	Others	0	0	0	0
Others	Male	0	1	1	0
	Female	0	5	3	0
	Others	0	0	0	0
Total		524	496	490	421

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
60	60	60	60	60

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
03	09	09	09	09

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
524	496	490	421	349

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
382	382	382	382	283

File Description	Document
Institutional data in prescribed format	[View Document]

2.3

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
141	147	122	96	56

File Description	Document
Institutional data in prescribed format	[View Document]

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	11	11	10

File Description	Document
Institutional data in prescribed format	[View Document]

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	11	11	11

File Description	Document
Institutional data in prescribed format	[View Document]

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 2

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

4.3

Number of Computers

Response: 04

4.4

Total number of computers in the campus for academic purpose

Response: 4
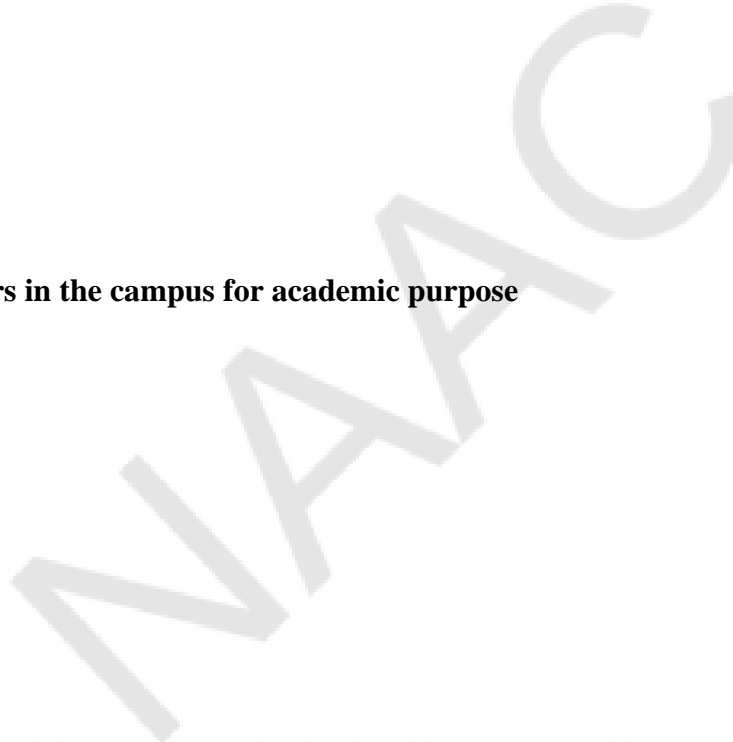
4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college is affiliated to Atal Bihari Vajpai University, Bilapur (C.G). The University constitutes the Board of Studies (BOS) for making the curriculum of each subject. The teaching faculties of different subjects of different colleges affiliated to the university are made the members of the BOS. Thus, the Board of Studies makes the curricula of all subjects and these curricula are followed and implemented by the college. After three years the curriculum of each subject is revised. The curricula are framed as per the needs of the society, changing circumstances, development of science and information technology and job opportunities for students.

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Workshops on revised curriculum: many staff attended workshops on revised curriculum. In workshops, contents, daft and relevance of the curriculum have been discussed. It helps the faculty to deliver the curriculum effectively.

Academic Calendar:

In the beginning of the academic session, the Office of the Commissioner, Higher Education, Chhattisgarh Govt. sends a proposed academic calendar of each session to all universities and colleges. The college follows the academic calendar sincerely. As per the academic calendar each department prepares its own academic calendar. The college academic calendar is prepared on the basis of department calendar of all departments and various committees. The final draft is placed in the IQAC meeting at the end of the pervious academic year for discussion and to incorporate additional inputs if any. Academic dairy is the heart of our teaching learning process and single point of academic evaluation. Every staff member prepares a lecture note one day in advance of their lecture to be engaged. In the lecture note, faculty members mention the points to be covered, methods of teaching to be used. The syllabus is distributed among the faculties according to their interest and teaching experience in the department meetings. It helps to execute our time table.

Monitoring the teaching learning process:

The implementation of the teaching plan and lecture notes are supervised regularly by the head of the department. Every month the head of the department informally discusses with the principal about the progress of teaching and learning. Teaching plan and lecture notes are made available in the respective

departments. The college conducts unit tests, sessional tests and pre final examination for appropriate evaluation of students. the process is fruitful to improve the quality of teaching and learning.

The IQAC monitors the overall teaching and learning process by collecting the students' feedback. The college conducts academic and administrative audit every year. The college collects feedback regularly.

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Response:

According to the exam schedule of the affiliated university, the college adjusts the academic calendar for the internal examinations. The academic calendar is prepared well in advance of next academic session by the department of higher education, C.G. Government. The academic calendar is displayed on the notice board for the students and staff. It is also uploaded on college website for information of the students and stakeholders. It carries approximate schedules regarding admission process, teaching learning scheduled, evaluation blue print, curricular and co-curricular activities, extra-curricular activities, major department and institutional events to be organized and dates of holidays.

The college follows its academic calendar for conducting internal examinations. In a true sense, continuous internal evaluation of the students is made by conducting unit tests, Sessional tests and pre final examination. Some of the activities are intentionally organized for students to assess and upgrade their subject knowledge such as the screening of live budget session, PM's 'Mann ki baat', 'Pariksha Pe Charcha' and the 'live budget session and discussion on such topics as a part of CIE. The examinations committee works on the slots reserved in academic calendar for internal evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meeting keeping in mind the schedule of internal evaluations as in the academic calendar of the college as well as the additional tests. Only the students who are absent for the tests on valid grounds are allowed to go for evaluation at a later date. The surprised tests, open book exams and assessments are conducted separately by the respective departments.

The following are the important aspects of the academic calendar-

1. Admission process.
2. Starting of regular classes.
3. Declaration of annual exam results.
4. Declaration of all results of reevaluation.
5. Conducting supplementary exams.
6. Declaration of supplementary t exam results.
7. Process of student union elections and oath taking ceremony.
8. Starting sports competitions (indoor, outdoor).
9. End of sports competitions (indoor, outdoor).
10. Annual organization of sports (indoor, outdoor) at college level and prize distribution.
11. Planning of multiple activities of respective committees.

12. Planning of extra-curricular activities of N.S.S. and cultural department.
13. Plantations programs.
14. Organization of N.S.S camp.
15. Organization of annual function at college level.
16. Activities of sports Department including prize distributions function.
17. Planning of Examination Department of the college.
18. Tentative schedule of University Examinations.
19. Schedule of holidays and vacations.

File Description	Document
Link for Additional information	[View Document](#)

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 last five years

> 1. Academic council/BoS of Affiliating university
> 2. Setting of question papers for UG/PG programs
> 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
> 4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)

1.2 Academic Flexibility

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

Response: 100

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

Response: 03

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The college offers three programs in which each and every issue such as civic sense and responsibility, gender, environment, sustainability and human values are addressed. Naturally, all teachers integrate all these issues as a part of their teaching-learning process. In the traditional faculties like science, arts and commerce, all these aspects are practically addressed. Environmental studies and human rights is a compulsory paper for the first year students of B.Sc., B.A. and B.Com. The courses offered in all programs

have one or other cross cutting issue as part of curriculum. While teaching the prescribed syllabus the college arranges various activities and programs to address the cross cutting issues such as-

Gender issues:

Reservation policies, constitutional provisions especially for women, visit to the court and the state legislative assembly are covered in Political Science. Sex ratio, education of child mortality, water scarcity, drought, flood, pollution, urbanization and modernization, and village surveys are practically exhibited through Sociology. Gender issues are discussed in History and demography issues are displayed in Economics. In the literatures of Hindi and English gender issues are tenderly revealed to the students. The issues of gender equality are best portrayed in poetry of Suryakant Tripathi 'Nirala', Subhdra Kumari Chauhan and Rabindranath Tagore and William Wordsworth, dramas of Bhartendu Harishchandra, and novels of Premchand.

Environment issues:

Environment studies are a compulsory subject at B.Sc.-I, B.A.-I & B.Com-I levels, and some environmental issues are also included in the syllabi of History, Economics, Sociology, Hindi and English. Students are inspired to plant trees in their villages and protect the flora and fauna of the surrounding areas.

Human values:

Environment studies and Human Rights are a compulsory subject at B.Sc.-I, B.A.-I & B.Com-I levels and human values are covered in curriculum of Political Science, Economic, History, Sociology, Hindi and English. Students are motivated to follow the ideals and sermons of such great leaders as Mahatma Ghandhi, Dr. Bhim Rao Ambedkar, Jwaharlal Nehru and various other great persons.

Professional Ethics:

In Commerce, professional ethics are inculcated with the subjects like Insurance, Fundamentals of Entrepreneurship, Accountancy, Mercantile Law, Business Environment and Business Communications. Communication and soft skill find place in many of these courses. Professional ethics are also an integral part of curriculum in all programs. In Commerce faculty, business skills, multifaceted economic and commercial values are incorporated among the students.

Apart from these issues included in the syllabi of the affiliating University, our college has taken various steps to inculcate these issues among the students. Following are the activities carried out by the college. The NSS unit of the college actively participates in the national flagship programs and addresses cross-cutting issues at community level. In order to strengthen the students mentally and physically, yoga training is provided to them. The College organizes enough lectures on the hygiene and sanitation to create awareness about health in girl students. Workshop on 'women empowerment and entrepreneurship' was organized in collaboration with the local group.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 6.67

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
04	04	04	04	04

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 54.2

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 284

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 88.21

2.1.1.1 **Number of students admitted year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
199	200	193	188	173

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
220	220	220	220	200

File Description	Document
Institutional data in prescribed format	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 122.3

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
503	487	478	409	340

File Description	Document
Institutional data in prescribed format	[View Document]

2.2 Catering to Student Diversity

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

Response:

Initially, the college used to distinguish between slow and advanced learners on the basis of the marks scored by the students at the entry level examination. Afterwards, the college took innovative steps such as personal interaction with students about their area of interest, interviewing, question answer session, the quiz on general knowledge etc. The academic performance in the previous academic year is a good indicator to identify the slow and advanced learners. The heads of the concerned department prepare the list of the slow and advanced learners to bridge up the knowledge gap of the enrolled students. Form the academic year 2017-18, a new policy has been adopted to organize the special programs for the slow and the advanced learners at undergraduate level.

Method of subject identification:

The program is implemented in those subjects that are considered to be difficult for an average student. As per the strategy of IQAC, the following subjects have been recommended for the remedial teaching at entry level of the degree course for slow and advanced learners, English, Economics Accountancy and Chemistry.

Objectives:

- To raise the confidence level of the students regarding difficult subjects
- To improve the basic knowledge of the slow learners
- To improve the performance in the internal and university examinations
- To reduce the drop out ratio of the slow learners
- To motivate them, more books are provided to them.

Execution of the program:

As per the guidelines of IQAC, the concerned department has developed the following strategy for the conduction of the program-

- Preparing the list of difficult units and concepts from the university syllabus
- Preparing duration and time-table of teaching
- Arranging some guest lectures for the students
- Conducting examinations such as unit tests, sessional tests, tutorials, home assignments, etc.

Activities undertaken for slow learners:

Remedial classes are conducted for slow learners:

- Extra coaching and individual guidance from the subject teacher
- Solving question papers of pervious University Examination for the students.
- The performance of students is being communicated to their parents.
- Lectures of eminent personalities organized to create confidence among the students.

- The students who scored better marks in their previous examinations are enrolled for the batch of advanced learners.

Activities undertaken for advanced learners:

- Open access facility for advanced learners in the library.
- More books are provided to these students.
- Motivation for them to participate in quiz competitions, seminars and group discussions.
- Organization of quiz competitions and group discussions.
- Encouragement for them to participate in different coaching institutes which guide the students for glorious success in different fields of life.
- Motivation for them to write articles and thoughtful essays.

Specific Outcome:

The target group of the slow learners showed improvement in the knowledge of concerned subjects and scored better marks in the university examinations while advanced learner showed better performance in the knowledge of concerned subjects and scored better marks in the university examination. They participated in classroom interactions and discussions actively.

File Description	Document
Paste link for additional Information	[View Document](#)

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

Response: 47.64

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

Response:

Response:

The vision and mission statement clearly states that the entire process of the college is student oriented and focused on their overall development. All stakeholders of the college are well aware about the aspirations of the students because majority of our students come from the nearby villages. Apart from 'Chalk and Talk' or Lecture delivery method, teachers are more focused on the 'conceptual clarity' of their subject. Entire teaching-learning and evaluation process undergoes through all the above mentioned methods. The teachers explain the difficult concepts in easy, simple and comprehensible language. Some times ICT tools are used for the benefits of students. CDC & IQAC encourage teachers to organize and attend the faculty development programs related to innovative teaching methodologies.

Methods of teaching:

Experiential Learning-

Apart from prescribed field projects for Environmental Science, Botany, Zoology and Commerce departments, each department encourages students to get an experience what they are exactly studying in the books. The departments of English and Hindi share the experience of their novels, dramas and poetry through the screening of adapted movies. Dept. of political science arranges study tours to the local government and court. Dept. of History frequently visits the local historical places and prepared a documentary on it. Dept. of economics has a good rapport with the local SHG and budding women entrepreneurs for understanding actual money and finance business. Rangoli competitions of 'Economical diagrams' are organized for better understanding of the student. Simultaneously, department of commerce is well ahead in the internship, field project and industrial visit.

Participative learning –

This type of learning is clearly visible in the actual learning process of our college where students participate in each and every department event such as seminar, group discussion, wall

papers, projects and charts. The students of commerce and economics departments visit the nearby banks, industries and villages to understand and experience bank transactions, micro finance groups and land measurement, etc. Students are encouraged to asked questions and share their thoughts in the class rooms.

Problem solving method-

While teaching in the class, students participate in the learning process and experience those things in their practical, field work, industry visits. The faculties encourage students to lead their learning towards solving their problems and get satisfaction. For this, the college organizes expert lectures on share marketing, retail, marketing, video lectures of the teachers and NPTEL videos. All such visits, role playing and NRC unit help them to pacify the curiosity of their problems raised while learning in the class.

It also helps to provide them an opportunity for self-assessment and self- evaluation by improving the skills of listening, speaking, reading and writing.

The overall output of different teaching methods is very positively seen in the result and behavior of the student. The guiding principle behind all these things is to ensure that students can link theory with practice, apply their knowledge, and participate in active learning.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

For effective teaching and learning, modern technologies within the available resources are adopted by the teachers. The teachers of every department take their periods as per the time table making optimum use of the available resources. In some department L.C.D. projector is proposed to be used by the

teachers to teach the students. Syllabus is followed as per university calendar.

Following are the facilities available in the college for effective teaching and learning:

1. Laboratories are facilitated with modern tools and equipments for carrying out practical work.
2. Class room teaching is scheduled as per the time table.
3. Group discussion is a part of class room teaching.
4. Library hours are scheduled in the time table.
5. Seminars, workshops are organized by every department.
6. Books and journals are made available as per requirements.
7. Internet access is available in the college.
8. Study tours and field works are arranged in the concerned subjects.

Every possible hi-teach approach and modern aid available in college is being used by faculty members to make the teaching interesting and quality based.

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

Response: 58.22

2.3.3.1 **Number of mentors**

Response: 09

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document]()
Mentor/mentee ratio	[View Document]()
Circulars pertaining to assigning mentors to mentees	[View Document]()

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 98.18

File Description	Document
List of the faculty members authenticated by the Head of HEI	[View Document]()
Institutional data in prescribed format	[View Document]()

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 74.18

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
08	08	08	08	08

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response: 7.27

2.4.3.1 **Total experience of full-time teachers**

Response: 80

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Response:

Evaluation is an integral part of teaching- learning process. With regular interaction of IQAC and heads of the department, the examination committee plans and works out for reforms in evaluation system. The college adjusts academic calendar by including internal assessment and the university examination. The institutional internal evaluation system is decentralized in order to make it more transparent and objective.

Apart from university prescribed methods like assignments and tutorials, more relevant methods such as open book test, surprise test, multiple choice questions, mid-term examinations, peer evaluations, project work, internship etc. are experimented in the internal assessment. As per the academic calendar,

tentative schedule is prepared and displayed on the notice board, website and on the whatsapp group of the classes. The college takes extra efforts for slow and advanced learners where they are assessed by different methods. The examination committee monitors and conducts internal examinations in the college. All the teachers submit the question paper with model answer to the examination committee. The departments of Commerce, Economics, History, Botany Zoology and Chemistry also assess the learning levels of the students by assigning them some project work and internships.

Unit tests are conducted periodically. Sessional tests and pre final examination are arranged before university examinations. The assessment work is carried out by the concerned subject faculty in the institution. The evaluation reports are prepared within the stipulated time and communicated to the students in the classroom as well as displayed on the notice board. The answer books are shown on the demand of the students and the students are guided for their better performance in the forthcoming examination of the university. Questions papers for all tests and assignment are linked with course outcome (COs).Students are provided with question bank in the beginning of the session. Results are declared within a week from the end of exam. Compiled marks are displayed and communicated to the students. Ledger of valuation is prepared and kept for the student to know their progress. The college arranges the meeting of parents teachers association in which the performance of students is discussed.

To encourage students in co- curricular activities some encouragement prize is given to them who successfully complete the two years of NSS with camp, performance in culture activities and physical examination conducted by the university.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

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

Response:

Response:

IQAC consistently works for the student centric activities. It interacts with exam committee and the students. The Academic Calendar is displayed on the college notice board and on college website for all stakeholders. In induction program, the principal briefs about the examination-evaluation system and how the COs, POs and PSOs can be attained. The college conducts tutorial, home assignment, tests, presentations, group discussion, etc. to assess the performance of students. The college exam committee executes its internal exams in a very meticulous manner. All exam related grievances are addressed to the committee where Principal is the chairperson. However, internal supervisors and internal flying squad are deputed for smooth conduction of the exams. If any grievance occurs, he/she needs to apply to the exam committee. At initial level, the committee discusses with the concerned teacher and solves issues at this primary level. Internal exam marks of the student are displayed on the notice board and queries are discussed with them till they are satisfied . Generally there is a zero tolerance policy for the malpractices

conducted by the students. Since it is an internal evaluation, students cooperate in a very positive manner and up to this stage; no such serious grievance is raised in the college. Each teacher prepares question paper by keeping in mind the **ethical values of the institute and academic integrity**. Interestingly, internal assessment is carried out in actual teaching in the class in a very jovial way by asking questions.

Mechanism is strong enough in the college to deal with examination related grievances. The institutional reforms in continuous evaluation system are related to create interest for the study and to make the students more familiar with the university examination pattern. The institutional measures used for the evaluation are to direct and lead the students confidently towards university examination. Hence there is very little scope for grievances regarding evaluation. The students have the freedom to use the suggestion box to put in the note of query/instruction which is considered for internal examination reform.

Open day practice is the best way to deal with the grievances and complaints related to internal evaluation system. It makes the evaluation process more transparent and robust. The unit tests and pre-annual answer books are shown to the student on a scheduled day after assessment. The students go through the answer books and know their performance regarding strength and lacunas of their studies and techniques in writing answer books. If there are any mistakes or complaints regarding assessment, they are clarified on the very day. All the mechanism to deal with examination related grievances is transparent, time bounded and efficient. The college exam committee telecasts live streaming of the "**Pariksha Pe Charcha**" to overcome students from the exam stress. Mentor Mentee Scheme also helps students to pause before going to the exam committee with any grievance. It has also reduced stress and anxiety of the students.

File Description	Document
Any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

Response:

The principal and the teachers of the college are always well aware of the outcomes of these traditional faculties like Science, Arts and Commerce. They always emphasize on the productivity of the students. Our college is unique in this area where focus is always on the outcome of students with nurturing the values of a responsible Indian citizen. All these outcomes have been prepared very meticulously by discussing with all stakeholders and displayed before the students and teachers. Instead of mere displaying all outcomes on the website, the college puts up the digital flex boards on each floor, through annual report which states the mission and objectives of all the departments of the college. These documents also highlight the achievements of the students and list the kind of jobs that students get after

completion of the different programs. At institutional level, teachers' induction programs are conducted to map the outcomes and how to attain it. For students, through orientation program, classroom discussion, expert lectures and practical classes, all these outcomes are shared with the students. All these outcomes are informed to the stakeholders especially parents to persuade maximum students towards the skill oriented and value based courses. The college deputes teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus, Principal's address to students and parents, Alumni meets and dissemination in classroom by concerned staff. These are also prominently featured on college boards. Half of the teachers are the members of BoS or of syllabus sub committees, and are interested in basic process of perception, and then outcomes take place in exact manner and excel the quality of teaching learning. Additionally, various departments had organized workshops on revised syllabus prescribed by the affiliated university. Teachers actively participate in such workshops on restructuring of the whole curriculum organized elsewhere. Naturally, teachers of every department interact with the students about what they are supposed to get at the end of each program. The program outcomes of all the subjects are clearly made known to the students. Successful alumni are invited to interact with both the students and teachers at specific events and meetings. They share how the different courses shaped their careers and thus help students to evaluate the program.

In the IQAC meeting everything is discussed in detail and outcomes are communicated to all teachers as well as to students. The possible ease or difficulties in the attainment of these outcomes are also considered. The college organizes career counseling lectures and capability enhancement programs to effectively communicate the learning objectives and expected outcomes.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

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

Response:

Response:

The college always emphasizes on the output of students. It regularly directs to the IQAC to execute it properly. The mission statement of the college itself clearly states the approach of the college towards the holistic development of students.

There are three programmes in the college viz. Science, Arts and Commerce, though these are traditional in nature but college has been continuously working on the attainments of these outcomes. Very systematically, from the first year of the college, the purpose of the academic journey is elaborated through

principal's address, induction programme, expert lectures and classroom interactions. In order to focus on the outcomes, the students are categorized in the slow, average and advanced learners on the basis of their entry level marks. Online and on paper feedback of alumni helps to evaluate whether students have properly perceived the content of the curriculum.

The COs, POs and PSOs are displayed in the college campus at various locations. Close awareness of cross-cutting issues, basic conceptual clarity, life-skills, practical exposure and their behavioral change are few of the parameters to recognize or evaluate the attainment of their course outcomes. CIE, Moodle Class, Google Classroom, PPT Bank, MCQs, Peer Evaluation, Home Assignments, Unit Tests and university examination are substantially helping to evaluate the learning outcomes.

The college provides subject related, value added and vocational education courses to inculcate the actual outcomes at the end of the course and extend it through their life. Lectures on competitive examinations, career counseling and soft skills are playing crucial role in the overall development of the students. To evaluate the outcomes of the above programmes, each and every activity is pre-planned. Employability Enhancement Programme was conducted in collaboration with local colleges, schools and some industries. Further, Environmental studies and 'Human Rights' is a compulsory subject at B.Sc-I, B. A.-I and B.Com.-I which help the students to evaluate the attainment of the outcomes. Program specific outcomes are measured through both academic and non-academic performances of the students. The performance of the students in the internal and external examinations, in the practical and assignments, participation in class activities, role in departmental activities are some of the means by which program specific outcomes are measured. Students are also encouraged to take part in competitions, seminars and conferences, research competitions, etc. Their performance within and outside the college in the various academic events provides another index of their learning-levels. Course outcomes are measured through the performance of the students in the class, practical, internal evaluations, and external evaluations. Students are measured continuously based on their regularity, their receptiveness, participation in class discussions, their answers to questions asked by the teacher and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome. Teachers provide critical inputs to the students on the basis of this performance. Thus, they are helped to improve their performance in the external examinations.

File Description	Document
Upload any additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 95.08

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
146	151	119	84	57

2.6.3.2 **Total number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
148	155	126	97	58

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.56

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 4.8

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

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	4.80

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 2

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	01

3.1.2.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
10	10	10	10	10

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 2

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
01	0	0	01	0

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 1.48

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
02	0	02	07	05

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.3

3.2.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	04	03	03	02

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3 Extension Activities

3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Response:

Our students are the 'Goodwill Ambassadors' of the society. IQAC, in its regular meeting inspires NSS unit about participation in the 'National Flagship and Development Programmes'. As soon as the letter is visible on the websites of MHRD, UGC, GOs and NGOs, the college takes active participation in those activities. The college works as the catalyst in the area by showing its institutional accountability towards society. The NSS Unit is actively working in the surrounding villages. Most of the activities are focused on the 'awareness of water conservation'. Our students actively participated in constructing water pits which conserve water for the benefit of the villagers. They contributed well in the water conservation, soil erosion, wastage of water, and local river rejuvenation activities in the nearby villages. The college organized 'Local Farmers Workshop on Organic Farming' in collaboration with local community. One more example of college involvement with the local community is 'Community Level Free Marriage Ceremony held at Mungeli, Chhattisgarh '.

In order to make the holistic development of the students the college regularly conducts the social

awareness activities like organizing rallies, workshops, camps, exchange of students and collaborative activities. All Govt. organization such as Police Station, Tehsil Office, Municipal Council, Court, Post Office, Zill Parishad etc. and NGOs like, Rotary Club, Press Club, Educational Foundations, Blood Banks and Hospitals have actively participated in the Voter Awareness Campaign, Police Mitra Abhiyan, Swachch Bharat Abhiyan, "Beti Bachao Beti Padhao", Digital Payment, Eye-donation campaign, Health and Hygiene, Rallies of awareness regarding Population Day, Aids Day, Social Justice Day, Run for Unity, Blood Donation Camps, Village Adoption, Tree Plantation and Anti Drug-Addiction and Alcohol Campaign etc. The college has twice organized three days 'Leadership Development and Disaster Management Workshop'. Activities conducted by Nehru Yuva Kendra and Fund Rasing Drive for flood affected areas have tremendously transformed the mindset of the local youth by making their holistice development. The Government of Chhattisgarh has constructed soakpits for rain water harvesting in the college campus and college students have actively participated in this pious work.

Students of the college are emotionally attached with the villagers through NSS special camps. The college is well recognized, honoured and awarded for this contribution by the following institutions –

- Sarpanch Gram Panchyat Kakeri
- Sarpanch Gram Panchyat Torla
- Sarpanch Gram Panchyat Sulpha
- Sarpanch Gram Panchyat Anda
- CMO Nagar Panchyat Sargaon
- Tehsiledar Tehsil Office Sargaon

Almost each department conducts outreach activities that promote institution-neighborhood community network and student engagement. Our students have taken very remarkable initiative to preserve the heritage of Madku-dwip, Dewrani-Jethani Temple and the idol of Rudra Shiva at Tala village by cleaning it and decorating it beautifully.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 5

3.3.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
01	01	01	01	01

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 65

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
19	13	10	11	12

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 54.12

3.3.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
296	263	198	233	228

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 7

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	02	02	01	00

File Description	Document
Institutional data in prescribed format	[View Document]
e-copies of linkage related Document	[View Document]
Any additional information	[View Document]

3.4.2 Number of   functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 1

3.4.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	01	00

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]
e-Copies of the MoUs with institution./ industry/ corporate houses	[View Document]

Criterion 4 - 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.

Response:

Response:

The College has provided adequate physical and updated academic facilities as per the requirement of university and the need of the students. The specific location of the college provides pollution free and natural environment. The total built up area is 1992.00 sq.mtrs. There are total 10 departments and 09 spacious class-rooms with proper infrastructure in the college. All departments have proper light and ventilation. There is broadband internet connectivity in the college. Main building of the college consists of Administrative Office, Principal's Cabin, Library, Common Staff room, Common Girls room, IQAC, Department of English, Hindi, Chemistry, Botany, Zoology, Political Science, Commerce, NRC center and some other rooms at ground floor. The first floor consists of some classrooms as well as Departments of Economics, History, Competitive Examinations centre, NSS Room with enough battery back-up. In front of the main building, there is common room for boys. Wi-Fi facility is made available to the students and staff in the Campus. RO filtered water facility is made available for teaching, non-teaching and students. For security and safety college has fixed up CCTV cameras. The college has well furnished library with 6567 text books, reference books, other facilities such as e-books, e-journals, and also having separate library website for providing online services are in the process. There are various sections in library viz. new arrival section, periodicals, circulation, photocopying, referral services, are rendered to faculty and students. College is having separate toilet facility for students and staff also.

- For curricular and co- curricular activities there are a large number of class rooms and other rooms.
- The college has a canteen that fulfils the needs of students and the staff. It offers fresh and good quality hygienic food items at affordable cost.
- There is ample parking facility for two and four wheelers of staff members and students. The college has an open area for different games and sports (indoor and outdoor).

Details of ICT Infrastructure

Sr. No Particulars Quantity

1. Computers 34

2 LCD Projectors 02

3. Reprography Machine 01

4. Color Printer 02

5. UPS 34

6. Printers 15

7. Printers with Scanners 04

8. Radio 01

9. Digital Camera 01

10. T.V 01

11. CCTV 06

12. Public Auditory System 01

13. Bio-metric Machine 01

14. Lamination Machine 01

15. Battery back-up System 01

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Response:

The college has played a proactive and supportive role in grooming students. There are several facilities for co- curricular and extra-curricular activities. There is an open area for games and sports (indoor and outdoor). There is a conference room for meetings and seminars. There is a big stage for conducting cultural activities, debates, speech competition and other competitions. Classes are organized for the development of communication skills in students. Yoga day was celebrated on 21th June 2019. The staff members and students took active participation and performed Yoga and learned various types of Yoga and exercises which are useful for physical and mental health.

S.N	Name Of Items	Qty.	S. No.	Name Of Item	
01.	Badminton pole	02	32.	Keeper Gloves	
02.	Batting Gloves	07	33.	Thigh pad	
03.	Wicket Gloves	01	34.	Keeper pad	
04.	Basket ball pole	01	35.	Bating pad	

05.	Table T top	01	36.	Bat	
06.	Carom Board	03	37.	Stump set	
07.	Chess Set	03	38.	Table Tennis	
08.	Elbow	02	39.	Table Tennis Frame	
09.	Volley ball	03	40.	Tennis Cricket Bat	
10.	Volley pole	01	41.	T-Shirt and pants(Yellow)	
11.	Volley ball net	02	42.	T-Shirt and pants (Red)	
12.	Kho-Kho pole	01	43.	T-Shirt (Red)	
13.	Gola throw	01	44.	Lower	
14.	Tava throw	02	45.	Crap bandage	
15.	Helmet	04	46.	Shuttle cock	
16.	Shoes	20+06	47.	Kit Bag	
17.	Batting Gloves	07	48.	Stop Watch	
18.	Anklet	03	49.	Knee cap	
19.	Javline Bamboo	02	50.	Volley ball mowded	
20.	Shuttle cock		51.	Anklet	
21.	Badminton racket	16	52.	Badminton net	
22.	Badminton pole	01	53.	Football P.V.	
23.	Weighing machine digital	01	54.	Track suit	
24.	Volley ball net	02	55.	Kit bag badminton	
25.	Basket Ball	02	56.	Basket Ball pole	
26.	Amplifier	01	57.	Short put 16 LBS	
27.	Sound Box set	15	58.	Core less mike set	
28.	Mike stand	01	59.	Mike with cord	
29.	Measuring tape 100mt.	01	60.	T. T. Ball Box	
30.	Hall carpet 15x18	02	61.	Tir box	
31.	Table t frame	01	62.	A.D. guard	

Specification of Gymnasium: College provides facilities for sportsmen and players by providing various facilities.

A Other Equipments and Facilities.

1. Exercise amenities
2. Sports Amenities

B Indoor Games

1. Chess
2. Carom
3. Table Tennis
4. Ludo

Cultural Activities:

The Cultural unit is one of the strong assets in the college. Cultural activities are there not only to entertain or exhibit one's performing skills but they can provide ample career opportunities and an effective tool for community awareness. Our performance in cultural activities is outstanding in the last five years.

The students of the college have represented at Zonal and State level cultural events. The college has fully equipped Cultural Unit for students who have genuine interest in artistic activities. Students prepare and practice at the time of competitions. The college has purchased necessary instruments for classical and modern cultural activities and events like Folk Orchestra, Folk Dance, Group Songs, Vocal and Classical Singing. They include Harmonium, Tabla and other musical accessories. The College takes part in different events like plays, mimes, skits, folks dance, one act plays, street plays etc, of youth festival organized at different places.

File Description	Document
Upload any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 50

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 01

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 100

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Response:

Any institution will be considered poor if does not have a rich library. The college has a rich library which is the center of learning and wisdom for students and staff members. Continuous and comprehensive learning of the students is possible through a rich library.

- The library of the college has an Advisory Committee. The members of the committee are
- changed every year for the sake of transparency, quality improvement, and managerial skills. The role of the committee is to frame rules and regulations for the proper functioning of the library.

- Following are the details of the library

S. No.	Infrastructure	Information	
01.	Total area of the library	2000 sq feet.	
02.	Total seating capacity	60 (students and staff)	
03.	Working hours	10:30 am to 5:30	
04.	Working Days	Monday to Saturday	
05.	Holidays	Closed	
06.	Before exam Days	10:30 am to 5:30	
07.	During exam days	10:30 am to 5:30	
08.	During vacation	10:30 am to 5:30	

A few rules of the library for students:

- The library provides maximum hours to the students so that they may make full utilization of the given time.
- Important information regarding new arrival of book is displayed on the notice board.
- The separate library cards are issued to all students for issuing text books, reference books and journals.
- Books are issued to the students for 15 days. They can keep the books for more time after renewal.

Future Plans:

- The library will get active membership of INFLIBNET N-LIST consortia.
- It will use ILMS software named 'LIBRERIA' with full version.

File Description	Document
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 1.46

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0.08101	3.09095	2.32075	0.69276	1.1

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Any additional information	[View Document](#)

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

Response: 9.35

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

Response: 50

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Response:

The college has a well established mechanism for upgrading and deploying Information Technology infrastructure. The college first assesses the needs, numbers of students and staff members and other end users. The provision is made in the budget by the Janbhagidari Smiti for annual maintenance and technical staff is appointed for maintaining hardware and Information Technology infrastructure of the campus. Institution frequently updates its IT facilities through various systems. The classrooms are given advanced equipments and other essential facilities like complete surveillance system, electrical power supply with Battery backup, facility for high speed communication links, a few LCD projectors, designed furniture, anti-virus for all computers, etc. The college has 34 computers and 04 laptops with access to internet that are updated with latest versions of essential soft wares. The computers are connected with Wi-Fi facilities. As per the requirement of the maintenance of the above IT equipments, the college has a Digital Committee which uses their skill to update and repair the equipments. However, for major disorder and damage, computer technicians and service providers are hired for the up keeping and replacement. The steps like installation of anti-virus periodically, formatting of computers on the basis of corrupt operating system and replacing of hardware of old computers to new computers are taken for maintaining and utilizing computers. The Wi-Fi facility is provided free of cost to all in the campus.

File Description	Document
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 131

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 100

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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.

Response:

Response:

The institute has a systematic mechanism for maintenance of all the above facilities. Some of them are maintained by the Public Works Department of C.G. government, some are maintained by external agencies on demand as per the need, and the others are maintained by the faculty members of the institution and skilled staff. Our institute has appointed various dealers through online tendering system for purchasing computers, laptops, printers and other ICT devices. At college level, there are different committees to monitor the smooth functioning of the college. The seminar hall of the college is provided to the local government offices and NGOs at free of cost for different programs and activities.

Policy for Physical, Academic and Support facilities:

The college has enough space to accommodate all the requirements. There are enough classrooms for routine classes. The college has a spacious library, an administrative office and other basic facilities as per the university affiliation norms. Internal cleaning of the college building is equally distributed among all the support staff. Garbage Van (Ghanta Gadi) of Nagar Panchayat, Sargaon regularly collects it. Both

urinals and toilets are also regularly cleaned with proper hygiene. The college has set up separate units for collecting solid and liquid waste. Sanitary Napkin Vending Machine with destroyer is set up in the college. Furniture if any, damaged is replaced by new ones. Black boards and green boards if

broken are changed urgently. Broken glass panels of windows are replaced once in a year. We have **13classrooms**. The college has its own canteen and offered on annual contract basis which provides good quality food items at affordable rates and the Canteen Committee regularly reviews its rate and gives specific instructions about the hygiene and quality of the food.

Maintenance and utilization of Library:

Library has an advisory committee appointed by the Principal to monitor the smooth and effective functioning of all the services provided. It also shoulders various responsibilities like finalizing the annual budget, purchase of the reference books, purchase of the text books and some other important books, journals and periodicals, etc. Library is in the process of being computerized. It also uses the system of catalogue (OPAC). Monthly cleaning of the books and racks is done to preserve them. The advisory committee makes suggestions regarding the extension of the library. It also takes decision about the Library fees, book collection late fees, deposits, weeding out policy of the unwanted books etc.

The Library provides open access to all users. It provides book bank facility. Library makes available different newspapers in Hindi and English. Library provides facility to out-door readers who include retired staff, alumni and general readers. Stock verification is done as per the guidelines of the library. The librarian (I/C) seeks recommendations from the departments to purchase necessary books. After arrival of the new books their titles are shared on social networking platform and also displayed on the new arrival section for information of staff and students. The library will use 'LIBRERIA' software for automation of the library in future, and it provides free Wi-Fi facility to students and staff. The college will have AMC with MKCL for the library software. Online access to e-journals will be provided through INFLIBNET N-LIST Consortia The library has Inter loan facility with other libraries in the vicinity. Library has a collection of good books which are very much useful for students and staff.

Maintenance and utilization of computers:

There are total ten computers and two laptops in the college, which are used for student's purpose and academic and administrative purposes. The college has an AMC with Computer Care, Sargaon on yearly basis. Maintenance of computer is done regularly as per requirement and major work is done during the vacation. He looks after the maintenance job, such as updating of operating system, antivirus, software, hardware and technical problems, etc. In case of physical damage we call expert from related agencies. Power back up is provided to the computer systems to use them optimally. Broadband Leased Line FTTH Internet is provided and Wi-Fi units are also set up in the college. LAN and internet connectivity is regularly tested. LCD projectors, lab software are also upgraded from time to time. The audio-visual system is set up in the classrooms, cultural hall and seminar hall. The college conducts examinations of the university through online software and training is provided to the staff when needed. We arrange guest lecture under different activities through the VC mode. The college website is maintained regularly by AMC with Dream Technologies, Bilaspur

Maintenance and utilization of Sport Complex:

We have an open area for games and sports, well maintained and used for Badminton optimally.

The college provides facilities for such indoor games as carom, chess, table tennis, etc. The college organizes sports competitions every year and distributes prized to those students who perform very well in different game and sports . Students of the college have participated at University and State levels.

Extra-Curricular Activities:

- There is a spacious stage for cultural and other activities. It is well equipped with several instruments which are maintained regularly.
- The professors organize different literary and cultural activities and the students participate in them with verve and vigor.
- The birthdays of great leaders like Mahatma Gandhi, Sardar Vallabh Bhai Patel, Netaji Shubhash Chandra Bosh and several others are celebrated every year.
- National festivals such as Republic day and Independence Day are celebrated with dignity and decency.
- Annual sports competitions are organized every year and the students participate in them with enthusiasm and perform very well
- . Annual function is organized every year and the students display their talent in various literary and cultural activities.
- The students are given several prizes for their good performance in games and sports, literary and cultural activities.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 85.99

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2019-20	2018-19	2017-18	2016-17	2015-16
474	447	430	351	273

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]
Upload any additional information	[View Document]
Institutional data in prescribed format	[View Document]

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.**Soft skills**
    2.**Language and communication skills**
    3.**Life skills (Yoga, physical fitness, health and hygiene)**
    4.**ICT/computing skills**

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 30.52

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
190	113	116	176	98

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

    1.**Implementation of guidelines of statutory/regulatory bodies**
    2.**Organisation wide awareness and undertakings on policies with zero tolerance**
    3.**Mechanisms for submission of online/offline students' grievances**
    4.**Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<u>View Document</u>
Details of student grievances including sexual harassment and ragging cases	<u>View Document</u>

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 6.76

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
19	05	09	04	03

File Description	Document
Upload any additional information	<u>View Document</u>
Self attested list of students placed	<u>View Document</u>
Institutional data in prescribed format	<u>View Document</u>

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 29.79

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 42

File Description	Document
Institutional data in prescribed format	<u>View Document</u>
Any additional information	<u>View Document</u>

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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) year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	0	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 5

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) year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	05	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

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)

Response:

Response:

The motto of the college is 'Rural Youth Empowerment through Quality Education'. So enough representation is given in the co-curricular, extracurricular activities of the college and partial representation at the administration level. The college is involved in number of activities at institutional and societal levels. Most of the activities are monitored and executed by the students because they are the members of that town. Student's Council is set up as per the norms and meetings are held with regular intervals. It consists of the best students from all areas of the college. Apart from them, other active students are also involved in the various committees as per their expertise. These students regularly suggest to upgrade the image of the college in the society.

Administrative Level Participation:

Students are actively involved in the statutory committees like CDC, IQAC, ICC, BC Standing Cell, Grievance Redresseal Committee etc. In Student Induction Programme (Earlier - Orientation), they are informed about the functioning of the HEI and their role. The college convinces the students that it's an opportunity to develop their overall personality. At administrative level, from prospectus making committee to most of the committees students get participation. The students council plays a very significant role by providing proper feedback of all the students to the institution. The process of admission, exam form submission, scholarship forms, earns and learns etc. is smoothly conducted with the student friendly relations of the institution.

Co-curricular and Extracurricular Activity Participation:

There are specific committees such NSS, Cultural Activities, Excursion etc. in which not only students' council but majority of the students are involved and actively participate. It's an opportunity for them to give back something to their institute and society by developing their personality. NSS activities like a lecture, workshop, rally, or any social event, our students are well represented on paper and actively involved in the effective implementation of the event. NSS camp planning and execution can be the best example of student's involvement in our college With the help of Student council sports and cultural events are organized in the college, cultural events and competitions, tree plantations in the college premises and also in the town. The college has conducted some activities in collaboration with local NGOs and SHGs in which contribution given by the alumni is noteworthy. It only happened due to the free representation of our students as well as their family members. Students actively participate in all democratic processes and give a helping hand in a conducting several elections. Some times some

students or alumni get elected for different posts in Nagar Panchayt, Sargaon or in several Gram Panchayats.

Truly, the students council helps students to engage in a concrete partnership with all the stakeholders in functioning of the college.

File Description	Document
Upload any additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 7.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
09	06	08	06	07

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

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

Response:

Response:

The college has a very active alumni association because it is the only college in the entire sub-Tehsil of Sargaon to cater to the needs of higher education. It will be registered as a society under the Societies Registration Act, 1860 (XXI of 1860) in near future. The college organizes at least two meetings of alumni association in a year. The local and outsider alumni also take initiatives for arranging such meetings. The alumni of the college are placed in industries, education, business, professional fields, entertainment and media industry, academics, socialwork and various other fields.

Two of our teachers are the members of the alumni association who play a key-role in binding this group for the development of the college and work for the overall development of students. The alumni association helps our institution not just financially, but in terms of academic planning, internship and placements of students, career guidance and on-the-job guidance in their firms also. Most of the alumni are teachers who are called as resource persons to deliver expert talks during seminars, conferences and workshops. Alumni members are the active members in IQAC, CDC, NSS, and Fund raising/Donation Committee etc.

Financial contribution of the Alumni Association for the development of the college is very notable. In the previous meeting some alumni have assured that they would financially help the institution. They would help also to collect the fund for the extension of college building and for beatification of the college campus. It also came forward to help the economically weaker students to pursue their education by providing financial help. While organizing seminars and workshops for teacher and students they contribute or sponsor one of the events to make it successful. Our alumni are settled in the local town and running various small scale industries, so at very affordable or sometime free of cost they support the college by providing JCB, Tractors, and Rollers etc.

The college maintains a very cordial relationship with the alumni and former faculties of the institution. The alumni help the students and college and various ways. Some alumni take active parts in the activities of NSS and Youth Red Cross Society. They also guide the present students in preparation of various cultural events for youth festival. They help the college in organizing the special NSS camps at village level. To make the campus green, clean and pleasant they plant trees in the college and give suggestions for water harvesting and start cleanliness drive from time to time. Some of the alumni are elected as public representatives; they help us whenever there are some local problems, they also participate in the governance of the college. Their feed-back is valuable for the administration of the college. The college website and other social media are the best means to have a fruitful communication with the alumni and former faculties scattered all over the state.

File Description	Document
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	[View Document](#)

Criterion 6 - 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

Response:

Response:

This college was established to provide higher education to the students of Sargaon area. It follows the learning of scholars and social reformers of the area. "Education through self-help" is the motto of our institution, working only for the education of rural masses. The college is located in rural area and providing education to economically weaker sections of the society. More than 95% students of the college belong to SC, ST and OBC categories.

Majority of our students are from farmer families and involved in agriculture and allied work. Their condition is worsening day by day due to uncertain rainfall in the area.

The word 'Rayat' stands for 'Common Man'. Absolutely, the nature of governance from higher level to ground level is consisted of faculty members, administrative staff, students, alumni and the local well wishers of the institute. All stakeholders of the institute work by keeping students at the center point. It is fully transparent, democratic and all inclusive. Teachers get representations in the key decision-making bodies of the institution. The College Development Committee is formed by the Principal every year. In CDC, teachers, students and non-teaching staff members, and alumni are well represented. Similarly, in IQAC, all the stakeholders also get due representation. In consultation with the IQAC, the CDC makes the key policy decisions and considers important proposals for the development of the institution. The vision and mission of the college is uploaded on the website The prospective plan of the college is prepared keeping in view the criteria for assessment and accreditation of the college by NAAC. In order to implement and achieve the prospective plan, the IQAC devised the action/strategic plan for each academic year; it also put forward in meetings with CDC. The IQAC prepares agenda of the meeting taking matter into consideration. As per the action plan the college governance implements different activities throughout the academic year to fulfill the vision and mission of the college. The college has been seriously working to achieve the objectives mentioned in the prospective plan and accomplish all the recommendations made by the IQAC. Therefore the college has organized various academic, literary and cultural activities.

The principal of the college is the mover and shaker of all activities, of all administrative and academic achievements.

By keeping in mind the vision, the college has started Earn and Learn scheme for needy students irrespective of their caste, creed and religion. They are not just earning the money through earn and learn scheme but also earning their self-respect and learning the dignity of labour.

File Description	Document
Upload any additional information	<u>View Document</u>

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

Response:

Response:

This college is one of the best examples of the decentralization and participative management. So in the beginning of the session the Principal forms various committees   and performs all academic and administrative tasks through the committees. Important policy decisions are taken by these committees.

The Janbhagidari Samiti, the Principal, all members of staff, many alumni and parents and some students of the college play a very important role in design and implementation of its quality policy and plans. They make several policies and plans which are useful. In the beginning of session policies and plans are designed for development of infrastructure, for continuous supply of electricity and water, for appointment of guest lecturers or other employees from Janbhagidari funds, for organization of several games and sports competitions and literary and cultural activities. Suitable measures are adopted to implement the policies and plans effectively.

To design the policy and plans for the institution and to implement them effectively meetings at intervals are called. In such meetings the President and members of the Janbhagidari Samiti, Principal and the faculties of the college discuss several issues relating to the college, take decisions and adopt suitable measures to implement them. From time to time work performance is evaluated. If any difficulty or problem arises, positive solutions are searched in the meeting. If any custom or tradition of the college gets outdated, new custom or tradition is introduced very soon.

Annual Sports Competitions and Annual Functions:

The context:

The Annual Sports Competitions and Annual Functions are a very peculiar example of the decentralization and participative management because not only the students and official members of the college participate but alumni, parents and local citizens too participate actively to make it successful.

The Practice:

One absolute week is assigned for this celebration. After finalization, invitation cards are printed. Special logo is prepared for this event. Therefore, the college has decided to celebrate this mega-event by organizing various events of sports, cultural and extension activities for the society. The College faces the major challenge of finance for this event because eminent speakers from outsides are invited. However with the blessings of the principal and local well-wishers the college overcomes from the financial burden. In form of the manpower, parents of the students and very old alumni help in form of supportive material for the event. The funds are given by the college.

The Impact:

As per the guidelines of the cultural committee, the sub-committees organize various competitions such as elocution, essay, poster, poetry, handicrafts, Mehandi, Rangoli, and sports etc. Enough liberty is given to take decisions. In this way, a very jovial atmosphere exists in the college throughout the function. Students feel very happy with their study because of the expert lectures, competitions and they understand the greatness of the Karmveer. Free Health Check-Up and blood donation camps are organized. These subcommittees are given financial and decision making liberty to carry out the planned programme after consultation with the Principal.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Response:

The college has a Strategic / Perspective plan for development. This is a government college. The Principal is the supreme boss. There is a Janbhagidari Samiti constituted by the Govt. of Chhattisgarh. The President and members of the Janbhagidari Samiti, the Principal, all members of staff, several alumni and parents and some students take active parts in preparation of strategic/ perspective plan for development. They are the members of internal organizational structure and decision making process. Meetings are held at intervals and important issues relating to the development of the students and the college are discussed in the meeting and concrete decisions are taken unanimously. Those decisions are implemented by several committees formed by the Principal in the beginning of the session.

With the help of suggestions from all stakeholders, perspective plans of the department and IQAC are prepared. Then it is divided into year-wise strategic plan. As per the future requirement top priority was given to furnishing the new college building with the modern amenities and ICT facilities. Partial task was assigned to the IQAC and building committee to prepare the need based report of the college strength, requirement of Classrooms, Labs and Toilet Blocks. The CDC advised to prepare a plan of action and an appeal statement for fund raising and donations. By using social media, personal meetings with existing students, alumni and local well wishers, the building committee started to collect the necessary fund. They meet local industries, land lords, Phillonthrophers and various organizations. Fortunately, the student and teachers had also contributed the fund as per their capacity.

The college UGC committee played a significant role by submitting various proposals to the UGC. The college always takes initiatives for fund raising by requesting help from the community and the guests visited the college. Fortunately, a water cooler and RO filter was donated by a philanthropist and scholar.

The existing building is inadequate. Therefore, the construction of new building has been initiated. In order to make it convenient to the new and existing students, NSS camp was organized to clean up the camp. Varieties of trees were planted, Eye-catching landscaping was being made and special Mango Tree Horticulture Shed was set up. The meetings of parents were conducted to inform them about the shifting of the college. The pubic representatives and local town council helped to construct common urinals and dust-bins in the new campus of college. The entire process of construction and campus beautification was very transparent and implemented through the E-tendering process. Further it was jointly made honorable to the college and the stakeholders. The outcome of this was very concrete and reflected on the happiness of the students. With the help of ICT facilities and green campus the teaching learning process became very enjoyable. The building committee is still in process of fund raising for making this college more students friendly.

This is a Govt. college, so maximum construction work is done by the public works department (PWD) of C.G. Government.

File Description	Document
Upload any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)

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

Response:

Response:

Policy Framing:

This is a Government college, so the policies are framed by the department of higher education, C.G. Govt. and Atal Bihari Vajpaee University, Bilaspur and implemented by the college effectively and efficiently.

Administrative set up:

This is a government college. The Principal is the supreme boss. There is a Janbhagidari Samiti constituted by the Govt. of Chhattisgarh. The principal is a bridge between the Janbhagidari Samiti and members of staff. The teaching staff and non- teaching staff of the college share their problems, requirements, needs, demands etc. with the principal and the principal reports the issues to the Janbhagidari Samiti. Every activity of the college is detail to the Janbhagidari Samiti through the principal. If any problems or difficulty arises, suitable steps are taken to solve the problems.

Principal as a head of the administrative and teaching- learning process pays special attention for smooth functioning of administrative and academic activates. Heads of the all departments and Office

Superintendent helps him in this matter. The college administrative looks into the work related to admission, examination, eligibility, maintaining the daily record, to interact with stake holders, University, Government offices, etc.

The principal forms various committees for monitoring and facilitating several activities organized in the college. i.e. IQAC, Gymkhana Committee, Student Council, Vice-Principal, etc.

Appointment and Service Rules, Procedures:

This is a government college. Appointment of teaching staff and non- teaching staff is done by the Department of Higher Education C.G. Government. Assistant professors are appointed through Chhattisgarh Public Service Commission. Service rules for teaching and non- teaching are prepared and fixed by the Department of Higher Education C.G. Government. The procedures for appointment are transparent and clear cut. Promotion of teaching and non- teaching staff is done by the Department of Higher Education C.G. Government as per the prescribed rules.

The professors follow the PBAS of the UGC for the promotion. Under Career Advancement Scheme, at the college level, the API committee helps the teachers for obtaining the promotion. The college administration accepts the recommendations of the committee, and send them to C.G. Government. After receiving the Confidential Reports of the members of non-teaching staff signed by the principal, they are sent to the C.G. Government.

Grievance Redressal Mechanism:

The college has formed a Grievance Redressal Cell for faculty, Staff and students to address their complaints and grievances to resolve them. The Principal is the head of this cell and other mechanism to deal with it as follows.

After receiving grievances and complaints, either in writing or orally, the committee discusses in the meeting and resolves. There is a separate Anti-Sexual Harassment committee, which object is to prevent cases of harassment and to look into grievances of girl students. Anti-Ragging committee is also formed to work on the cases related to ragging, if any.

File Description	Document
Upload any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)
Paste link for additional information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support

4.Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

Response:

The college makes several sincere efforts to enhance the professional development of its teaching and non- teaching staff. The college encourages the faculties to participate in various academic and professional development programs to enrich their knowledge and information. They are encouraged to attend various conferences and workshops and to present papers in the seminars conducted by different colleges and Universities. They are encouraged to do M. Phil. Or Ph.D. in their subject. They are encouraged to send proposals for the minor research project.

The non- teaching staff are encouraged to attend workshops or seminars to learn accountancy, rules and regulation of expenditure and purchase and various other rules. They are encouraged to pursue higher studies and to learn the basic knowledge of computer to enhance skills.

There are several welfare schemes for all its academic and administrative employees. The college teaching and nonteaching staff are eligible for different welfare schemes. They are also eligible for GIS, govt. health scheme and medical reimbursement scheme for the entire family.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences /

workshops and towards membership fee of professional bodies during the last five yeas.

Response: 24

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
04	01	03	03	02

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.6

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	04	04	04	04

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 15.09

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
02	0	0	03	03

File Description	Document
IQAC report summary	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response:

Response:

This is a government college and all the members of teaching and non- teaching staff are appointed by C.G. Government. The members of staff are properly qualified, competent and devoted to their duty.

Their devotion and commitment towards institution is duly appraised. While assessing the performance of teaching and non-teaching staff of the institution, there is an online MIS called HRMS where absolute data of all employees is stored confidentially with all the necessary remarks of higher authorities in which they take many things into the considerations. Before the end of each last term, it is mandatory for the faculty members to fill and submit the PBAS forms to the IQAC. Then, IQAC, in its concluding meeting of the year considers and forwards the PBAS and API forms for necessary actions. It follows UGC regulations, 2010 and four amendments thereafter. Now, latest regulations of 18th July, 2018 are referred for the promotions of teachers. IQAC takes care of the latest government resolutions of the state for placements and pay fixation is carried out as per prescribed rules. However, the feedback for the teachers is collected every year from the current students. The feedback is analyzed statistically by the IQAC every year and the Principal appreciates and boosts the faculties accordingly. He also makes suggestions to the concerned faculties for their improvement. The Heads of departments examine the individual self-appraisals and submit their recommendations on the potential areas of improvement of each teacher to the Principal.

Every non-teaching staff needs to hand over his/her appraisal form to the Principal. The principal, with his/her remarks forwards it to the department of higher education, C.G. Government. The report contains the information about employee's work performance. On the basis of this information, the Government may promote or demote the employee or transfer them to another branch. On the basis of seniority, the promotion of nonteaching staff is fixed and accordingly their pay fixation is carried out.

The college conducts its academic and administrative audits from internal agency and some times from external agencies, affiliated university, and govt. bodies; therefore, each task is completed with quality performance and documentation by the college. The college has performed well in all these audits. Thus the Institution has Performance Appraisal System for teaching and non-teaching staff which aids in

improvisation of the standards of the faculty members.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Response:

This is a Government college and conducts its internal financial audit from its own competent staff and external financial audit by the staff of affiliating university, the department of higher Education C.G. Government and the office of Accountant General.

The college has internal, secondary and external (govt. audit) mechanism. The internal audit is carried out every financial year. The last internal audit is carried out on 12 July 2018. This system carries out the Internal Audit of the college after every six months i.e. in the month of October/November and April/May. The queries of the internal audit are satisfied within a month up to the satisfaction of the appointed CA. After the six months of internal audit, the college goes for External Audit by the Professional CA. The government assessment is carried out by the Joint-Director of Higher Education, the Senior Auditor and audited by the Auditor General of the State periodically. The Annual Audit Statement is regularly submitted to the department of higher Education C.G. Government.

Atal Bihari Vajpayee University, Bilaspur (C.G.) assesses the utilizations of funds given for conducting various examinations. The funds received from the RUSA are also audited from the local CA firm Bilaspur. The college has successfully submitted all the RUSA schemes utilization certificates. The NSS unit's audit is also carried out yearly from the local CA firm. Interestingly enough, the administrative department of the college calculates arrears, CAS fixation and the income tax and deposit in a stipulated time. The College contributes its squirrel's share to the appeals made by the government on the national calamities. Every year, the college conducts academic and administrative audits in which much focus is given on the office administration and successful completion of the financial audit.

Dates of Audit conducted by the Internal Audit Committee during the last five years;

- 10.04.2016
- 08.04.2017
- 12.04.2018
- 11.04.2019
- 28.08.2020

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Response:

The college gets its full fund from the Govt. of Chhattisgarh and is included under section 2(f) and section 12B of the UGC Act, 1956. It is fully eligible to receive the grants under various schemes of UGC. The college gets funds for its regular activities from C.G. Government and Janbhadidari fees. Apart from this, the college mobilizes funds through alumni contribution/donation, and individuals.

The college generates financial resources through its stake holder's government, NGOs, Affiliated university, UGC, local well-wishers, alumni students and public representatives. The IQAC and UGC committees always search for the new reassures for mobilizing funds and it has developed a systematic procedure for the optimal utilization at these resources.

The college has tried to generate funds in form of money and objects. The college has very transparent mechanism of auditing and specific committee for utilizing this grant and resources.

Resource Mobilization Policy and Procedure:

The College has enough space. As per the rules and regulation of the institution, the college takes initiatives to raise the funds. The members of CDC, teaching and administrative staff, existing alumni contribute to mobilize the resources for college. Students' tuition fees, Janbhagidari fees, gratitude funds, and the college development funds are the primary sources of resource mobilization. All the above mentioned stakeholders actively reach out to the community and appeal to the philanthropist, industrialist and other donors. The Income Tax 80G certificate is one more effective strategy to mobilize the funds.

Optimal Utilization of Resource:

The College maintains its infrastructure updated from time to time. It has prepared its policies for effective implementation and optimal utilization of its resources. Officially appointed peons maintain the cleanness of the classroom and campus of the College. Few contractual support staff is appointed through proper channel. The received funds are collected and used as per rules. As per the priority and advise of CDC the funds are utilized for infrastructural development and beautification, ICT device and up gradation, student development and necessary equipment for the skill development. Each and every single rupee received, is spent and utilized through proper channel, such as quotation, e-trending, discussion with concerned committee.

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

Response:

Response:

The IQAC was established in the college in June 2018, and IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes.

The IQAC has been consistently trying its best to enhance the quality of curricular aspects, of teaching learning process, of the process of evaluation, of research, consultancy and extension. Through IQAC the college has been able to pay serious attentions to the development of infrastructure and learning resources, students support and progression. IQAC has developed perfect mechanism for governance, for development of leadership and managerial skills. It has been working on to magnify the quality culture in all spheres of the college activities by channelized efforts towards promoting holistic academic excellence. IQAC monitors the implementation of vision and mission of the college. IQAC prepares perspective plan of development for the college and executes it in a strategic plan of every year. It has been trying to institutionalize number of quality assurance strategies such as

digitization of academic and administration facilities, gender equality, strengthening extension

activities etc. Such two initiatives are as follow –

Practice – 1 - Developing Quality Culture among Teachers

Since its inception IQAC has been promoting the quality culture in all activities of the college. For outcome based education, the quality of teachers should be upgraded. Therefore, every year, in the initial meetings, the IQAC takes review of the status of the teachers' research work and performance such as Ph.D., research publication, MRPs, Research Guidance, Seminar participation and organization etc. At present 8 teachers have done Ph.D. long ago. The positive motivation and quality strategy of IQAC encouraged three teachers to register for the Ph.D. and submit more and more research proposals to the various funding agencies. Two teachers are the recognized Ph.D. supervisors. Under the supervision of Dr. Abha Tripathi, Professor of Sociology, 23 students have completed their Ph.D. successfully. Interestingly enough, one teacher Dr. N.K. Singh grabbed the Minor Research Projects from the C.G. Government. At college level some seminars and workshops have been organized by the college.

Practice – 2 - Quality Enhancement and Sustenance through AAA

The mission statement of the college states the rural youth empowerment through quality education. Therefore the IQAC has always been trying to enhance and update its academics and administration. It keeps up its pace with the recent happenings in all fields and learns the new things from the best resources. It is the duty of IQAC to sustain the quality culture in the HEIs. Then as per the feedback received from various stakeholders, the IQAC resolved that every year the academic and administrative audit would be conducted to create the quality culture in the college. Therefore, in the year 2018-19, the Quality Management System was developed to conduct the AAA from internal or external experts. It was highly useful for the college to learn the things like how to maintain the record, innovation in teaching learning and evaluation, future dynamics of the higher education, skillful presentation, documentation and office administration.

File Description	Document
Paste link for additional information	[View Document](#)

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Response:

The approach of the IQAC has always been focused on learner-centric teaching learning process and has designed the policy to assess and evaluate it from time to time. Accordingly, the IQAC supervises the teaching, learning activities and modifies after taking the review, suggestions. In order to perceive learning

outcomes, the IQAC periodically reviews teaching learning process and suggests gradual and regular expansion, upgradation and addition of the requisite material, equipment, infrastructure etc. Therefore the college has identified two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC.

1. Remedial classes for slow learners:

The college has been paying adequate attentions to the enhancement of the quality of slow learners. The IQAC reviews the teaching learning process through various ways. The teachers are asked to complete the syllabus within time limit to conduct unit test and other test to evaluated the performance of the students. If some students do not score good marks in unit test, remedial classes are conducted for them to improve their performance. To make the teaching learning process effective and easily comprehensible the teachers use several teaching aids. Gradually, the chalk, duster and blackboard teaching amalgamated with the LCD projectors, pointers, PPTs, Film Screening, Video Conferencing and so on.

2.Outcome Oriented Teaching:

The college has always been emphasizing on the placement and outcome of the outgoing students of the college. Therefore, as per the discussion in IQAC meeting, it was unanimously decided to introduce the various add on and job-oriented courses in support of their regular teaching learning methodologies. As a part of effective teaching learning, the students are classified as slow and advanced learners. Therefore the college uses methods such as projects, internship, field visit and ICT based teaching including LMS like Google Classroom for slow and advanced learners. All departments prepare specialized tools such as blogs, youtube, and other online resources. Guest lecture of MoU signed institutes are also arranged for providing exposure to the students. The college has introduced need based add-on courses as a regular practice to bridge the gap between the university curricula and the market demands. In future , the college will run some skill oriented courses. These courses will be free of cost and help student to become familiar with the application of their classroom teaching learning.

- Though spoken English course is carried out by the Dept. of English but it is the necessity of all the students.
- Employability Enhancement Programme is a collaborative course with Tata Business Processing Services in which free of cost training is provided on the soft skills and placement is offered after the completion of it.
- The above two examples can best describe the review and implementation of teaching learning reforms initiated by the institute.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - 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 last five years.

Response:

Response:

The college is very keen regarding safety and security of the girl students and women faculties. The following practices are in vogue in this regard. The college offers admission to downtrodden, needy and economically weaker students. The college has a discipline committee for continuous monitoring of security in the campus. The complaints related to the violation of disciplines are reported to the concerned staff and placed before the Principal and the members of the discipline committee. The confidence building is done by organizing workshops and programs on use of sophisticated gadgets for girl students. The college campus is fully covered with sufficient light. The college has Anti-Sexual Harassment committee to take necessary action on sensitive issues of the girl students which helps to ensure their vibrant presence. The entire campus is covered under CCTV cameras. The footage of the recording is often seen and necessary actions are taken, if any suspicious activity is observed, by the principal. The college has provided separate staircase for the girl students. The internal complaint committee is set up as per the Vishakha guidelines. The college staff has been assigned campus supervision to maintain discipline in the campus. The college has adopted mentor mentee scheme to solve the individual problems both academic and personal of the students. The staff members strive to solve all kinds of problems of the students. The college organizes lectures of eminent personalities to create legal awareness, health and hygiene among the students. The college has a separate ladies room for girl students. The patrolling van of local police periodically visits the campus for the prevention of offensive activities.

Counseling:

The women cell of the college organizes all important activities associated with the counseling of the students. Formal and informal counseling is done in the college. Staff members motivate the students to improve their overall personality by participating in various activities organized by the college. Staff members inspire the students of downtrodden and weaker sections to come to the main stream of the society.

The college has a mentor mentee scheme, which advices the mentors to select a mentee specially from the disadvantaged and vulnerable category of the girl students. In the scheme the mentor follows the development of the mentee by providing personal counseling at the different stages. The personal problems of the girl students discussed with the committee members are kept confidential.

Common room:

The institution has provided separate common rooms for boys and girls. The college has sent a proposal to the department of higher education, C.G. Govt. for establishing a girls hostel for the accommodation of rural students. The common rooms have essential amenities.

File Description	Document
Annual gender sensitization action plan	[View Document](#)
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Response:

The college has a sprawling green campus and gives top priority to keep the campus green, clean and eco-friendly. The faculties and students are regularly advised to reduce waste at lower extent. Sincere students put waste in separate bins kept at different places on the college campus. The solid waste is regularly collected by the garbage town council. Waste is collected twice in a day. It is processed as per the nature of the waste. To minimize the problem of waste disposal separate dust bins are kept. Blue colored dust bin is kept for dry waste and Green colored dust bins are used for wet waste. Also a dust bin is kept in every room to collect the dust waste. Organic waste is converted into bio-fertilizer by the vermi-composting plant developed by the college. Garden waste, kitchen wastes from the college canteen and

other wet waste are collected from different areas of the campus. After the vermi-compost is ready in due course it is harvested and used for plants in the campus. Dry waste mainly leaf litter is allowed to decompose systematically over a period.

The wet waste from garden, kitchen of canteen and from other areas are collected and after that vermin composting is ready in due course it is harvested and used for the plants in the campus. Partial waste recycling system is maintained in the campus by utilizing the sewage water to water the nearby trees.

There is a written communication with Sargaon Nagar Panchayat for collection of waste management. The boards with meaningful slogans are displayed to bring environmental consciousness among the students as well as stakeholders. Old newspapers, old answer papers and raw paper material (Raddi) is sold out.

E-waste Management:

For E-waste management the college has constituted a committee. The committee members come to see the condition of E–waste. They suggest us to sell the non-working laboratory equipment, computers, monitors, printers and batteries etc. as scrap materials. Those are sold on the systematic basis following the rules of purchase committee. All the sold materials are then ruled out from dead stock register for future records for safe recycling. The college is planning to create an 'E-Museum', where the damaged parts of computers shall be displayed from inside and outside. It will help the students to realize the internal structure of computer and other devices. The college has set up a sanitary napkin vending machine with destroyer. It is installed in washrooms for incineration of used napkins to keep the hygiene of the washrooms used by the girl students. The students of the college have actively participated in the youth festival event which is based on the theme of 'Best out of Waste'. Regular maintenance of drinking water tap, RO water filter, and drainage and water pipelines is kept by the college support staff.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: D.1 of the above

File Description	Document
Certificates of the awards received	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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**

Response: D.1 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)

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 500 words).

Response:

Response:

This is the only government college in Sargaon. Most of the students taking admissions in the college are local and belong to the nearby villages. As per C.G. government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category to be filled up. The statutory committees of the college are well balanced with the representation of each category. In major extension activities local citizen's participation is commendable. The town council, Tehsil office, Post-office, Govt. Hospital, Agricultural office etc. are fully involved in the national developmental activities, national festivals, awareness rallies, and government campaigns. The flex boards of environmental awareness, social harmony, unity and values are displayed in the college campus. The college is playing an effective role in the town to maintain peace and national integration. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. Our college belongs to the rural background. Its activities have a very positive impact on the society's cultural & communal thoughts directly. The socio-economic conditions are somehow different from the other developed regions of Chhattisgarh. The use of new methods and technologies in agriculture was too less, most of the students admitted in our college belong to the farmer's family. To take this opportunity our college tried to gather number of farmers from nearby villages through "Farmer's Meet" (activity) workshop. The farmers were made aware about taking improper crops from their fields. The various methods of irrigation were introduced to farmers for proper management of available water. The importance of soil testing was also mentioned for good health of soil and to maintain the soil fertility for long period.

Our institution follows the ideals of secularism and social harmony.

The students also contributed as paralegal volunteers training program under legal literacy campaign. "Environmental Studies and Human Rights" is a compulsory subject for the students of the first year of B. Sc, B.A. and B.Com. The students go to several villages and make the villagers environmental conscious and aware of their rights and duties.

The students are taught the gospels of the tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities by arranging experts lectures on the topics such as 'Opinions of Mahatma Gandhi and Modern Youth', 'Gandhian Thoughts and Social Reforms', 'To form a scientific society' etc. To maintain the linguistic importance several literary and cultural activities are organized in English, Hindi, Chhattisgarhi and other dialects. Birth Anniversaries of national leaders are celebrated in the college and local people are invited to participate in them. Thus, the college has

created a very positive image for all the communities and they help the college in the developmental activities.

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Response:

The college is a role model of good governance and ethical values. Not only the students and employees but every citizen of the town respects the institution for its contribution to social harmony and development. The college is recognized in the vicinity as a 'Center of Social Transformation'. The motto of the college is **'Education through Self-Help' and 'Earn While Learn'. It shows the dignity of labour.** The Preamble of the constitution is displayed at the entrance of the college and it is clearly visible to all the entrants. The fundamental duties and rights, Citizen's Charter, National Anthem, and Pledge etc. are clearly displayed in the campus. It reflects the strong attachment of the students, employees and the citizens towards the values of Indian Constitution. Our institution had arranged a number of programs covering freedom of expression through which the students can get courage to express them.

- Many of our teachers deliver lectures on the constitutional obligations, national unity and social harmony in the college, town and in nearby villages.
- Dr. H.P. Khairwar's lecture on legal literacy is one of the best contributions to make our students literate of the constitution laws.

26th November is celebrated as 'Constitution Day' in our institution. Various types of activities had been arranged to make this day meaningful. Every year, lectures of eminent speaker are organized on that day to reiterate the significance of the constitution of India. Every year, on 18th December, the birth anniversary of "Guru Ghasidas" is celebrated as 'Social Justice Day'. The college organizes massive rally throughout the town to spread the message of 'Social Equality'. The National Unity Day is also celebrated every year in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel. On this day 'Pledge of Unity', 'Ekta Ralley' is organized in Sargaon. To make the students aware of various consumer's laws and rights every year 'Consumer Day' is celebrated on 24th December. The issues related to problems of consumers are expressed through the programs arranged on the topics like Consumer's Act "Rights of Consumers", etc. The Voter's Day, International Yoga Day, Legal Literacy, Freedom of expression programs had been conducted by the institution from time to time. The Dept. of Political Science and Commerce visit the Session Court, Town Council and other Govt. offices as a part of their study tour. The students are taught about the significance of the structure of local self government and the values of

Human Rights and duties. The college believes in the values of democracy and is always ready to conduct any program with the active support of local people, irrespective of caste, color or creed.

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

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
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.	View Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Response:

India is well known for its festivals and cultural diversity. The college helps student to relate with the cultural heritage and connect with their roots, by inculcating the importance of protection, preservation and propagation of Indian culture. It also actively participates in the 'National Flagship Programs' promoted by the MHRD, UGC, University and the local Govt. offices. International Days are also celebrated with great enthusiasm.

The college pays tribute to the national heroes on their birth and death anniversaries. The event is followed either by lecture, rally or the competitions like elocution, singing, wallpaper, and rangoli etc. The college organizes activities on these days of national importance to recall the events or contribution of our

leaders in building the nation and produces patriotic, moral and ethical values in students.

These International Commemorative Days are celebrated with dignity and decency in the college :

- 1. International Women's Day - 8 March
- 2. World Water Day   -22 March
- 3. International Mother Earth Day - 22 April
- 4. English Language Day – 23 April
- 5. International Labour Day – 1 May
- 6. World Environment Day -5 June
- 7. World Population Day - 11 July
- 8. International Literacy Day - 8 September
- 9. International Day of Non-Violence – 2 October
- 10. World AIDS Day – 1 December
- 11. Human Rights Day - 10 December
- 12. National Yoga Day – 21 June

The birthdays of following leaders and other days of national importance are celebrated with grandeur in the college:

- The birthday of Swami Vivekananda,
- 15th January Celebration of Makar Sankranti as Traditional Day,
- 23rd January Birth anniversary of Netaji Subhashchandra Bose,
- 26th January Republic Day of India,
- 19th February Birth anniversary Chhatrapati Shivaji Maharaj,
- 14th April Birth anniversary of Dr. Babasaheb Ambedkar,
- 22nd April Vasundhara,
- 25th May Birth anniversary of Maharana Pratap,
- 21st June International Yoga Day,
- 11th July World Population Day,
- 23rd July Forest Conservation Day,
- 1st August Birth anniversary of Lokmanya Tilak,
- 9th August Birth anniversary of Dr. S. R. Rangnathan (Father of Library Science in India) and August Kranti Din,
- 15th August Independence Day of India,
- 5th September Birth Anniversary of Dr. Sarvapalli Radhakrishnan celebrated as Teacher's Day,
- 27th September Tourism Day,
- 2nd October Birth anniversary of Mahatma Gandhi & Lal Bahaddur Shastri,
- 31st October Birth anniversary of Sardar Vallbhbhai Patel ,
- 14th November Birth anniversary of Pandit Javaharlal Nehru also celebrated as Children Day,
- 1st December World AIDS Day,
- 10th December Human Right Day,
- 25th December Birthday of Atal Bihari Vajpayee and Christmas

File Description	Document
Geotagged photographs of some of the events	[View Document](#)
Any other relevant information	[View Document](#)
Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

Response:

A. Title: Academic Audit

Objectives:

- To look into the strength and weakness of the college and identify the scope of further improvement.
- To evaluate the methodology of teaching and learning conducted for the different courses run by the colleges.
- To assess the functioning of laboratories and computers facilities.
- Examination and evaluation system.
- Activities of the Internal Quality Assurance Cell (IQAC).
- Central library and Sports Office and facilities.
- Outreach programs conducted by the college, including the NSS and the YRC programs.
- Alumni and their contributions to the college.
- Opportunities and scope for improvements and major functional areas.

The context:

Geographically, college is located in a rural and backward area. More than 95% students reading in the college belong to SC, ST and OBC categories. The courses offered by the college in three different streams are much sought after by students as is evidenced by the number of the applications that the college receives annually for admissions. The various aspects of the academic affairs and administrations of the college are organized and looked after by several committees constituted by the Principal in the beginning of the session. In these committees representatives of the students and alumni are also present. The peer team of academic audit evaluates the overall performance of all committees and all the activities of the college.

The Practice:

Sant Shiromani Guru Ravidas Government College Sargaon, Dist- Mungeli (Chhattisgarh) was established in 2010 by the department of high education, Chhattisgarh government, Raipur with a well-defined motive of "rural youth empowerment through quality education in science, arts and commerce. The neighbor-hood villages and community naturally felt the need of the college imparting higher education for their coming generations and the establishment of the college translated their dream into really.

The college aims at enabling the students to gain quality education, to accept innovative ideas and new challenges and to imbibe moral values for social service. Since its establishment, the college has been a prestigious and socially responsible institution in academics, sports and cultural activities. The teaching staff of the college is well educated, competent, devoted to duties and committed to social and educational development of local, rural students.

During the last five years, the college has made systematic efforts to build excellence in teaching, learning, research, and extension activities, and to create appropriate opportunities for employability of the students. The college offers traditional courses like B.Sc., B.A. and B.Com. Every year the students come out with flying colors in the university exams and their achievements speak volumes.

- The college is permanently affiliated to Atal Bihari Vajpai University, Bilaspur(C.G.)
- The college got recognition under Section in 2(f) in 2014 and 12(B) of UGC Act, 1956 in 2016.

Evidence of Success:

Strength

- The audit committee is highly satisfied with the inherent strength of the college and these are mentioned below.
- Forward looking and visionary leadership of the College authority.
- Willingness of leadership for all round continuous quality improvement.
- Enforcement of discipline in a fair and just manner
- Apolitical ambience of the College
- Good infrastructural facilities that can be provided by an educational Institution.
- Brand image of the College is very good in the surrounding areas.
- Dedicated and competent teaching faculty
- Inclusive approach to education by extending the educational facilities and services of the College to the comparatively less served areas like Sargaon.
- Despite shortage of teaching staff in some cases or lack of infrastructural facilities, the quality of teaching fulfills the needs of the students.
- Committed and supportive non-teaching staff
- Academically above average students abiding by the rules and code of conduct of the
- Strong social commitments of the College authorities, students and Alumni.
- The College upholds the principles and ideals of C.G. Govt. and dedications to its mission and vision through its diverse activities and services
- High degree of stakeholder engagement and satisfaction is revealed from the multi stakeholders feedback throughout the audit In general the overall feeling of satisfaction on the part of stakeholders is a valuable· strength of the Institution

weakness:

The audit committee found some weaknesses of the college and there are mentioned below.

- Lack of updated pedagogy with supportive IT
- Lack of sufficient ICT tools
- Lack of play ground
- Lack of digitization of library

Opportunities for Improvement:

The College can easily raise the bar of its achievement if the following points are taken care of:

- Facilities of a Canteen
- Sufficient use of ICT tools
- Availablity of play ground
- Digitization of library

General Conclusion:

- The teaching and non-teaching members of staff are generally happy with their work condition. However, they are heavily burdened with their respective work, due to poor set up of the college
- Student discipline is good
- Stands out as an institution dedicated to academic excellence

Gratitude:

The Committee members feel honoured and take this opportunity to express sincere thanks and gratitude to the College authorities for being invited to conduct the audit. They would also like to express their heartfelt thanks to all the faculty members and support staff for their wholehearted cooperation along with the hospitality that has been extended to them during the audit conducted over one day.

Problems Encountered and Resource Required:

- Due to pressing engagement and heavy workload the professors of other colleges or the affiliating university are not able to visit the college when they are invited to do academic audit of the college.
- The college does not have sufficient fund or resources to give to the professors who come for academic audit.
- Due to lack of sufficient fund or sufficient resources the college is not able to implement the recommendations of the academic audit committee.
- Following the academic calendar the college is always busy with performing different activities. So it is quite difficult for the college to get enough time for academic audit to be done.

B. TITLE: HEALTH AWARENESS PROGRAMS

Context

Health is one of the most important and useful aspects of human life. Without good health a man cannot enjoy the pleasures of life, he cannot reach the pinnacle of glorious success. It is rightly said health is wealth and that a healthy mind lives in a healthy body. Educational institutes can play a dynamic role in providing health education/awareness. Such awareness program has special importance in any institution as it is considered if a student is aware of health, he/she can make the whole family healthy.

Objective:

- To foster the various dimensions of health awareness among the students through conducting health-related activities in the college.
- To produce the youth workforce with maximum physical and mental capabilities.
- To make first aid available to the members of the staff and student of the college and the people of the surrounding areas.
- To give training regarding good health and hygiene, balanced diet, yoga and exercise and meditations.

Process:

The Red Cross Unit of the college conducts health-related activities regularly and makes the students health conscious. The NSS unit plays an important role in making the students aware of their health issues and seeking healthy solutions.

Youth Red Cross Unit:

Along with the lectures of the renowned medical specialists of the city on contemporary health issues regularly, the Red Cross unit of the college with the collaboration of the Indian Medical Association of Bilaspur, Rotary Club, LIC and other associates related to it organize medical health checkups. Besides, Medical Kits are distributed to each department. Water Coolers are installed in each wing of the premises for potable water. In future a Sanitary Napkins Vending Machine will be installed to maintain hygiene in girls.

Measures adopted for increasing health awareness:

The Youth Red Cross of the college has organized blood checkup camps for the members of the staff, students and the people of the surroundings areas. The report of the blood checkup has been given to every individual and proper advice regarding good health and balanced that has been given to him.

The Youth Red Cross of the college has organized health checkup camps for the members of the staff, students and the people of the surroundings areas. Expert doctors have been invited in the camps to give proper remedies, suitable suggestions regarding health and hygiene.

The Youth Red Cross of the college is always ready to give first aid in the case of any emergency.

Health problems and suggestive dietary remedies is a practice of the YRC which is routinely done annually and many a time more frequently. The YRC organizes a camp to identify pre-diabetics and frank diabetics by testing serum Glucose level and then gives related counseling regarding lifestyle modification and Diet Therapy. Some students are made acquaints regarding estimation of biochemical parameters in

serum , with the help of those students and with one patho-lab in our connectivity to access other disease-specific parameters in serum as LFT (All liver function tests–Serum SGPT, SGOT, Succinic Dehydrogenase, Malic Dehydrogenase, Serum Urea, Creatinin, Serum Cholesterol, Triglyceride, HDL, LDL etc. The student assesses these tests either free of costs or sometimes takes charge of chemicals only. After Biochemical Analysis, sessions are arranged for the relevant suggestions and dietary remedies and keep in touch with the benefited students, take feed-back and maintain the data. In some college-based such analyses, it is found some of the girls suffering from Polycystic Ovary Syndrome (PCOs) are obese and have lesser Glucose tolerance capacities.

BMI measurements are routinely done and students having BMI above 24 are given diet counseling sessions. Zinc supplementations and improvements in muscular endurance-related work are also done for sports-related students. A health Quiz was conducted for the last three years in the Department of Zoology, which is sponsored by Prof. A. K. Toppo, the faculty of Zoology. This year more than 150 students of different streams participated. The Quiz contains Audio-Visual Questions related to human health and cash prices of Rs. 1000/500/250/ was given to the winner. Besides, the Department of Zoology also organized Pre Diabetic Camp for students in the college in collaboration with the Indian Diabetic Association. It also organizes health check-up camps during 7 days NSS Shivir in nearby villages. The hematological parameters are estimated in the Camp.

The NSS unit of the college always conducts health-related activities in the campus, in the GOD GRAM and other nearby areas of the city like Blood Donation Camp, National Schemes of Disease eradication, Blood Group testing, distribution of KRIMI tablets, lecturers on health issues, Sugar Level check.

Yoga Shivir for students in the 7-day NSS Camp is organized by the Department of Sports. Apart from this, Fitness classes are also organized.

The Department of sports is very conscious of the health and fitness of the students and organized Yoga Shivir, Zumba classes. The college administration always takes several initiatives to promote proper nutrition among students to motivate them to take to exercise, yoga, meditations regularly.

Evidence of Success:

Several students have taken the help of first aid from the YRC. Several members of the staff, students and local people have attended the camp of blood checkup and taken the report. Several members of the staff, students, local people have attended the camp of health checkup and taken the advice of the doctors regarding their health and hygiene, balanced diet and proper medicine. Several students, teachers and villagers have started doing yoga, exercises and meditations regularly.

Many students are benefited by gaining prevention and remedy related knowledge. The participation of a large number of students in such programs shows the success of our efforts. During the last five years more than 25 health programs were organized and more than 500 students got benefited. Pre Diabetic Investigation Camp was organized by the YRC, The Serum Glucose Level of approximate 50 students and some teachers were estimated by using Digital Glucometer and 05 students were identified pre-diabetic as their Serum Glucose Level was above 150. Many students are benefited by gaining prevention and remedy related knowledge. Dr. A. K. Singh and Prof. J.K. Sharma were found diabetic and proper suggestions were given to them by Dr. Devanshu Kumar Singh (MBBS).

Problems Encountered and Resources Required:

We have faced some problems initially to set this practice of health assessments and dietetic suggestions here due to lesser faith regarding what results we had given them after estimations and some questions regarding the efficiency of diets as medicine. In this area, Nutrition Science is not much accepted and developed subject. We required still resources for the estimations of the biochemical profile, estimations kits are costly and for the estimations free of cost scarcity of funds is a problem, although we are given funds from College Red Cross unit, NSS Unit also contingency grant for the same. Students and villagers,willingly do not come forward for Blood Test. They are also quite hesitant to discuss their health issues freely with doctors. It is not easy to organize frequent health checkups due to the tight examination schedule of the college.

File Description	Document
Any other relevant information	[View Document](#)
Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Response:

Institutional Social Responsibility and Preservation of Local History and Culture

Introduction:

This college is the only HEI in Sargaon to cater to the educational needs of students of surrounding areas. The college has been shaping up the students physically and mentally through public participation. It is our moral responsibility to make sincere and continuous efforts to empower the nearby rural youth and pay back something to the society. For this, CDC, IQAC and all stakeholders are constantly working through various programs and activities. A good yardstick of institutional success is the alignment of its behaviour and initiatives with its vision and mission.

Areas of Priority and Thrust:

It is clearly mentioned in its vision to educate the downtrodden mass of the society. In keeping with the motto '**Education through Self-Help'** the mission of the College in the past and in the present is

to help students grow into better human beings with the ability to transform within. The College's admission policy too is reflective of this broad vision. The college is strongly committed towards the development of youth and the history and culture of the town Sargaon. It is one of the oldest and holiest places in India situated on the bank of river Maniyari.15KM away from Sargaon a historical place Madku Dwip is situated. Sant Mandukya rishi was born on this place in 10th or 11th century and composed Manduk Upanishad from which the famous words "**Satyamev Jayate**" have been taken. During excavations a group of temples of Lord Shiva and other gods have emerged.

. The college did a commendable job of writing a report, and elaborated the history of 'Madku Dwip', and asked the villagers of the surrounding areas to visit the historical and holy place and learn the teachings of Mandukya rishi. 'In this task, local youth clubs, citizens and experts from the respective field helped the college to rewrite the local history and reveal its beauty to the whole state of Chhattisgarh. The Dept. of History, scientifically studied everything and cleaned up the entire campus of the area as well as the temple and made a beautiful video of this. The college has organized 'Heritage Walk' in the area by involving the local citizens. Extension activities are the best examples of national development, these are implemented in the society itself or people are involved in these activities.

Talagaon is a religious place, 03Km away from Sargaon. In this villages the temple of Rudra Shiva is situated. The temple belongs to the 7th or 8th century. The idol of Lord Shiva is 2.70 miter high and it is a unique statue from the point view of sculpture. The students of the college visit this place twice in year, start cleanliness drive, decorate the temples and propagate the massage of piety, co operation and brotherhood.

'*Earn and Learn*' is one of the best examples to describe the approach of the college towards our students. The college runs the scheme for all the students who belong to socially and economically weaker sections. Since last five years students have been working for **four hours** either in the library or office and paid for this work. Some students have been a pointed as computer operators in the college and paid for their work. This scheme is supported by college through its own funds.

The college organizes 'Blood Donation and Health Check-Up Camps' not only for the students and staff but also for local youth clubs, hospitals and local people who are largely benefitted from it.

The work and contribution of 'Science Club' is admirable. Its main purpose is to create scientific temperament among the students and community. Therefore, the college organizes lectures on the customary beliefs, superstitions and exploitation of women by the fake/bhondu Babas. The college always tries its best to spread the universal values of peace, love, liberty, fraternity, non-violence and compassion among our students. Every year, the college conducts an oral test to test the knowledge of these values. It has a very positive impact on the behavior of the students and their families. They are working as our goodwill ambassadors in the society.

Under the aegis of Nagar Panchayat, Sargaon and Women Development Cell of the college,

'Gender Sensitization Program' was organized in Sargaon and several adjoining villages. This event was fully sponsored by the Nagar Panchayat office but monitored by the college. In this unique event, all nearby Women's Self-Help Groups' were invited for the 'Entrepreneurship Development Camp' in which successful business women inspired the women how to make marketing of their products and expand their business. More than twenty SHGs benefitted with this activity. In collaboration with the Nagar Panchayat Sargaon and Sarpanch of some villages the college organized 'Farmers Meet' to make

them aware of the scientific ways of agriculture. It was highly useful for the farmers to increase their income from farming with minimum availability of the water. The college with some government employees helps the local farmer to measure the agricultural land. In collaboration with 'Local Authorities of Sargaon, the college has taken a novel initiative of environmental awareness.

Quality infrastructure for quality education:

The College is expanding its infrastructural facilities with the changing time. Each and every stakeholder feels free to suggest the ideas for the development of the college. It is the promise of the college to empower the rural youth with quality education. To make this dream come true, it has been continuously and sincerely helping the students to the maximum extent possible. It is open for every youth of the Sargaon at free of cost. Hundreds of students are benefitted from the college infrastructure and joined the services in private and public sector. Surprisingly, they are giving back us in form of their guidance to present students and by donating their squirrel's share. It is the aim of our college to embolden the talent of students and let them emerge. This can be achieved only through systematic education which college is providing.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

INITIATIVES:

- Setting up of Internal Quality Assurance Cell (IQAC).
- Setting up of Career and Counseling Cell.
- Setting up of Placement Cell.
- Setting up of Alumni Association
- Setting up of Parents Teachers Association
- Setting up Youth Red Cross Society (YRC).
- Setting of UGC-Network Resource Center.
- Setting up of Green Campus Clean Campus Society.
- Feedback system has been started.
- Setting up of Grievance Redressal Cell.
- Setting up of Women Harassment Cell.
- Setting of cell for third gender and differently abled students.
- Setting of cell for anti-ragging.
- Protection of historical and cultural heritage

FUTURE PLANS:

- Starting science streams like B.Sc. (Maths), and M.Sc in different subjects.
- Starting professional courses like BCA, BBA
- Starting M.Com.
- Starting M.A. in Hindi, political science, economics, history, sociology.
- Adoption of choice base credit system(CBCS) and grading system.
- Provision of marks for co-curricular activities.
- Construction of a huge and spacious central library with a big reading room.
- Construction of a laboratory for computer science and IT.
- Examination reforms.

Concluding Remarks :

This is the only college in Sargaon working for the empowerment of rural youth. With enthusiastic staff and proper leadership it is moving ahead. The major focus is on the burning issue of climate change and global warming. The college is rigorously working on reducing carbon emission and protecting water conservation. It is committed to its social responsibility, therefore the entire campus is blooming with lavish greenery. The college is well recognized and appreciated by the local, district level and state level govt. and non-govt.

organizations for its unprecedented contribution to the local society. The college intends to provide the future students, beyond geographical boundaries and age, an academically rich learning environment with diversified courses combining virtual teaching and real learning.

The college has been seriously aspiring to become the center of social transformation. The innocent students from the rural community are inspiring us to do more and more good and constructive work and update ourselves. There is enough scope for us to give back something to the society by rendering yeoman services through the pious work of teaching.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.1	**Percentage 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.** Answer before DVV Verification : 04 Answer after DVV Verification: 03
1.3.3	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year** 1.3.3.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 270 Answer after DVV Verification: 284
2.1.1	**Average Enrolment percentage (Average of last five years)** 2.1.1.1. **Number of students admitted year-wise during last five years** Answer before DVV Verification:

Answer before DVV Verification (2.1.1.1):

2019-20	2018-19	2017-18	2016-17	2015-16
524	496	490	421	349

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
199	200	193	188	173

2.1.1.2. **Number of sanctioned seats year wise during last five years**
Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
660	660	640	620	600

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
220	220	220	220	200

Metric ID	Sub Questions and Answers before and after DVV Verification
3.3.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.3.3.1. **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
21	12	10	12	11

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
19	13	10	11	12

3.3.4	**Average percentage of students participating in extension activities at 3.3.3. above during last five years** 3.3.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years** Answer before DVV Verification: Answer After DVV Verification :

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
296	263	249	233	228

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
296	263	198	233	228

3.4.2	**Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years** 3.4.2.1. **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years** Answer before DVV Verification:

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
01	01	01	01	00

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	01	00

4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)** 4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
84950	198896	332952	399852	99322

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

Remark : 1) Kindly provide clear and authenticated documents showing Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs) 2) Provide authenticated highlighted documents.

4.2.2	**The institution has subscription for the following e-resources** 1. **e-journals** 2. **e-ShodhSindhu** 3. **Shodhganga Membership** 4. **e-books** 5. **Databases** 6. **Remote access to e-resources** Answer before DVV Verification : A. Any 4 or more of the above Answer After DVV Verification: B. Any 3 of the above
4.2.3	**Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)** 4.2.3.1. **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>8101</td><td>309095</td><td>232075</td><td>69276</td><td>110000</td></tr></table> Answer After DVV Verification : <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>0.08101</td><td>3.09095</td><td>2.32075</td><td>0.69276</td><td>1.1</td></tr></table>
4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)** 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
25896	25896	25896	3500	3500

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

Remark : 1) Provide authenticated and clear documents showing average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs) 2) Provide highlighted and authenticated documents

5.1.2 **Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years**

5.1.2.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
474	447	430	351	273

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : 1) Input changed as HEI not provided supporting documents showing Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non-government agencies during the last five years 2) HEI not provided any list of students

5.2.1 **Average percentage of placement of outgoing students during the last five years**

5.2.1.1. Number of outgoing students placed year - wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
19	04	09	04	03

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

19	05	09	04	03

Remark : Provided data from HEI changed as per the authenticated documents.

5.2.2	**Average percentage of students progressing to higher education during the last five years** 5.2.2.1. **Number of outgoing student progressing to higher education.** Answer before DVV Verification : 275 Answer after DVV Verification: 42

5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (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) year wise during last five years** Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
19	04	09	04	03

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	0	00

5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
40	17	28	22	10

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

7.1.4	**Water conservation facilities available in the Institution:** 1. **Rain water harvesting** 2. **Borewell /Open well recharge** 3. **Construction of tanks and bunds** 4. **Waste water recycling** 5. **Maintenance of water bodies and distribution system in the campus**

	Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: D.1 of the above	
7.1.5	**Green campus initiatives include:** 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants** Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: C. 2 of the above	
7.1.6	**Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:** 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions / awards** 5. **Beyond the campus environmental promotion activities** Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D.1 of the above	
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.** 2. **Divyangjan friendly washrooms** 3. **Signage including tactile path, lights, display boards and signposts** 4. **Assistive technology and facilities for 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** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: D.1 of the above	
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.** 1. **The Code of Conduct is displayed on the website** 2. **There is a committee to monitor adherence to the Code of Conduct** 3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. **Annual awareness programmes on Code of Conduct are organized** Answer before DVV Verification : A. All of the above Answer After DVV Verification: D. 1 of the above	

2.Extended Profile Deviations

ID	Extended Questions
1.2	**Number of programs offered year-wise for last five years** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>09</td><td>09</td><td>09</td><td>09</td><td>09</td></tr></table> Answer After DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>03</td><td>09</td><td>09</td><td>09</td><td>09</td></tr></table>
2.1	**Number of students year-wise during last five years** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>524</td><td>496</td><td>490</td><td>421</td><td>349</td></tr></table> Answer After DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>524</td><td>496</td><td>490</td><td>421</td><td>349</td></tr></table>
2.3	**Number of outgoing / final year students year-wise during last five years** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>146</td><td>151</td><td>119</td><td>84</td><td>57</td></tr></table> Answer After DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>141</td><td>147</td><td>122</td><td>96</td><td>56</td></tr></table>
3.1	**Total number of classrooms and seminar halls** Answer before DVV Verification : 12 Answer after DVV Verification : 2
3.2	**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)** Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>84950</td><td>198896</td><td>332952</td><td>399852</td><td>99322</td></tr></table> Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	1	1

3.3	**Number of Computers** Answer before DVV Verification : 34 Answer after DVV Verification : 04
3.4	**Total number of computers in the campus for academic purpose** Answer before DVV Verification : 30 Answer after DVV Verification : 4

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