



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		DR. K.C.B. GOVERNMENT P. G. COLLEGE
Name of the head of the Institution		Dr. Amrita Kasturay
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07826255175
Mobile no.		9826146200
Registered Email		bhilai3_college@yahoo.in
Alternate Email		kcbbhilai@gmail.com
Address		Vasundhra Nagar, Bhilai-3
City/Town		Bhilai
State/UT		Chhattisgarh
Pincode		490021
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr.Namita Guha Roy
Phone no/Alternate Phone no.	07826255175
Mobile no.	9302838995
Registered Email	kbbhilai@gmail.com
Alternate Email	diliprshri@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.govtpgcollegebhilai.com/alldocuments/140.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.govtpgcollegebhilai.com/alldocuments/132.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.57	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC

01-Jul-2012

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal Evaluation	31-Dec-2019 6	1200
Academic Audit	22-Sep-2020	18

	2	
Feedbak	12-Oct-2020 2	1900
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	0	UGC	2020 0	0
Institution	0	CSIR	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Bridge course Feedback Internal evaluation Online lecture making and uploading in govt portal

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

Plan of Action	Achivements/Outcomes
Feedback	feedback collected and analysed , It improved overall performance of

	institute.
Internal evaluation	Internal evaluation conducted to assess student performance.
Academic audit	Academic audit done and suggestions given.
Use of ICT tools	ICT tools are used by all teaching staff.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	13-Nov-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Institution has to follow university syllabus issued by Hemchand Yadav University Durg (CG). The institution follow academic calendar of Higher education department Durg. Academic calendar is also prepared by IQAC which is displayed in website. The professors have the freedom to choose the methods for delivering the lecture and completing the syllabus according to the time duration given by university. The record of the delivered lectures are kept in daily dairy and then presented before the principal. A separate register is maintained showing completion of syllabus which is kept in principal's chamber. Syllabus is notified to students and make available in library for everyone. Change of syllabus is properly notified to students and make available to students. Academic activities in calendar is followed. Students are properly notified of time table and internal evaluation. Internal evaluation is done in systematic manner like annual exam. Half yearly valuation is done at mid-term and unit tests are scheduled regularly for progress monitoring of students. Practical work and test are followed in laboratories. Syllabus is completed and students are motivated to solve problems in practical syllabus. daily diary and teaching attendance register is maintained and produced before principal. Admission is done according to rules and reservation set by State Government. After admission students are informed about procedures ,teaching learning

system and valuation schedules.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environment project	260
BCom	Environment Project	250
BSc	Environment Project	120
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback on curriculum was obtained and analyzed. Syllabus is prepared and finalise by university and institute has to follow it. College has obtained curriculum feedback from stake holder. feedback covers variety of topics from employability to understanding and appropriateness of curriculum. Feedback is analyzed and report is handed over to principal. Students suggestions are informed to teachers who represent in board of studies in Univrsity.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	300	380	283
BCom	Commerce	300	410	297
BSc	biology and Mathematics	160	418	150
PGDCA	computer	90	456	90
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1473	354	25	Nil	25

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
26	26	11	11	3	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students mentor system is available in college. It is called tutor ward sysytem. Teachers are allotted students to mentor and their progress is monitored. PG teachers are responsible for their PG studetns and UG students are divided into groups.Students can contact their mentor for any problems and mentors try to solve whenever possible. To counsel students induction programmes are organised in institution and all the process and guidelines are briefed to students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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2.4 – Teacher Profile and Quality**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	20	6	Nil	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Assistant Professor	Nil
2020	Nil	Assistant Professor	Nil
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2.5 – Evaluation Process and Reforms**2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	UG	4	24/09/2020	06/11/2020
BCom	UG	3	14/10/2020	11/11/2020
BSc	UG	3	14/09/2020	19/11/2020
BA	UG	3	14/09/2020	22/11/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Countinuous internal evaluation process is working in institution. Annual and semester end exam is organised by University. Internal valuation, unit test , Half yealy exam is regularly conducted by institution.exam shecdule is notified to studdnts at strt form session as per Higher Education academic calender. Monthly unit test are regulary organised as per completed syllabus and some times surprise tests are taken for evaluation. Internal evaluation is not limited to written test, Oral tests are also conducted for the process.

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

Being Govt college institute has to follow academic calendar of Higher education department. Institute prepares own academic calendar in coordination with it. Institute acadec calendar incorporates all proposed programs and schedules of events. The academic calendar is notified in website and social media. Internal exam schedules of monthly quarterly and half yearly exam schedules are displayed. Institute tries to adheres to all proposed schedules. Day celebration and NCC camps are organised as per schedule. Syllabus completion plan is prepared by teachers as per academic calendar. Teaching

diary is maintained and inspected by Principal for monitoring process. A separate register is maintained for monthly update. Internal exams are duly notified in notice boards. Time table is prepared for half yearly internal exams. Absent students are given second chance. Exam process is transparent and feedback is obtained in satisfaction survey. Other evaluations process like seminar, projects are notified as per academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://govtpgcollegebhilai.com/alldocuments/137.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Arts subjects	167	159	85.02
Nill	BCom	Commerce	125	113	90.40
Nill	BSc	Biology Mathematics	87	82	94.25
Nill	MA	Eng, History, commerce, Economics, Sociology, Political science	115	88	76.52
Nill	PGDCA	Computers	90	89	99

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://govtpgcollegebhilai.com/alldocuments/143.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	0	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
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0	0	
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3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	0

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

Name of the Department	Number of PhD's Awarded
History	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	1	0.2
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Hindi	1
History	1
political science	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Kinetics of Micellar Effect of Non-Ionic Surfactant on Oxidative	dilip Raj Shirva stava	Asian Journal of Chemistry	2019	0	0	1

Degradation of Ciprofloxacin						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	Nil	Nil	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	13	5	15
Presented papers	Nil	2	2	Nil
Resource persons	Nil	2	1	3
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Yoga day	Sports	26	50
Campus cleanliness drive	NSS	3	20
EAC camp	CITCON CG	6	70
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NCC	Awareness	3	40
Swachh Bharat	NSS	Awareness	4	25

Aids awareness	NSS	Aids Day	5	40
Swachhta Pakhwada	NCC	Swachhta	5	35
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Reseacch Paper	01	0	0
Maths Classes in Govt College Patan	60	0	30
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	Null	Null	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Govt College patan	16/06/2020	Mathmatics teaching collaboration	40
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1576550	1576550

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul 2.0	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Reference Books	22223	2413421	113	23598	22336	2437019
Reference Books	961	123577	Nil	Nil	961	123577
Journals	18	13200	Nil	Nil	18	13200
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dilip Raj Shrivastava	Online Lecture	cgschool.com/U tube	05/05/2020
Manish Lalra	Online lecture	cgschool.com/U tube	04/05/2020
Mamta Saraf	Online lecture	cgschool.com/U tube	11/05/2020
Balraj Tamrkar	Online lecture	cgschool.com/U tube	01/05/2020
Namita Guha Roy	Online lecture	cgschool.com/U tube	29/04/2020
Renu Verma	Online lecture	cgschool.com/U tube	30/04/2020
Aplana Dubey	Online lecture	cgschool.com/U tube	14/05/2020
Uma Adil	Online lecture	cgschool.com/U tube	06/05/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	68	2	0	0	0	1	16	0	0
Added	0	0	0	0	0	0	0	0	0
Total	68	2	0	0	0	1	16	0	0

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	561000	561000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution has policy for efficient utilization of physical academic and sports facilities. Policy is circulated among students and teachers for efficient utilization. Students are instructed to switch off lights after class hours. Unnecessary use of electricity is prohibited. All stake holders are instructed to use water facilities judiciously. Building and equipments maintained regularly. Electrical appliances are repaired regularly. Printer and photocopiers are regularly checked for ink and other faults. Toilets are regularly cleaned. Our campus is fully CCTV protected to prevent any intentional damages.

<https://www.govtpgcollegebhilai.com/alldocuments/118.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Sc, ST, OBC Post Matric Scholarship	907	3255244
b) International	0	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
EAC Camp communication skill	18/12/2020	70	CITCON, Career Counseling cell
EAC Camp	18/12/2020	70	CITCON, Career

communication skill			Counseling cell
Yoga day	21/06/2020	50	Sports, NSS
Yoga day	21/06/2020	50	Sports, NSS
orientation Course	28/08/2019	120	IQAC
orientation Course	28/08/2019	120	IQAC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	EAC Camp	70	70	Nil	Nil
2019	EAC Camp	70	70	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	10
5	5	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	6	Dr KCB Govt PG College Bhilai-3	BA, BSc, BCOM	Dr KCB Govt PG College Bhilai-3	MA English
2019	12	Dr KCB Govt PG College Bhilai-3	Maths	Dr KCB Govt PG College Bhilai-3	MSc Mathematics

2019	15	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA Political Science
2019	6	Dr KCB Govt PG College Bhilai-3	BA, BSc, BCOM	Dr KCB Govt PG College Bhilai-3	MA English
2019	15	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA Sociology
2019	15	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA Political Science
2019	4	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA History
2019	15	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA Sociology
2019	5	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA Economics
2019	4	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA History
2019	55	Dr KCB Govt PG College Bhilai-3	BCom	Dr KCB Govt PG College Bhilai-3	MCom
2019	5	Dr KCB Govt PG College Bhilai-3	BA	Dr KCB Govt PG College Bhilai-3	MA Economics
2019	70	Dr KCB Govt PG College Bhilai-3	BA, BSc, BCOM	Dr KCB Govt PG College Bhilai-3	PGDCA
2019	55	Dr KCB Govt PG College Bhilai-3	BCom	Dr KCB Govt PG College Bhilai-3	MCom
2019	70	Dr KCB Govt PG College Bhilai-3	BA, BSc, BCOM	Dr KCB Govt PG College Bhilai-3	PGDCA

Nil	3	Dr KCB Govt PG College Bhilai-3	BSc	Science College Raipur	MSc
Nil	3	Dr KCB Govt PG College Bhilai-3	BSc	Science College Raipur	MSc
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	Nil
SLET	Nil
Civil Services	Nil
Any Other	1
SET	Nil
SLET	Nil
Civil Services	Nil
Any Other	1
No file uploaded.	

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

Activity	Level	Number of Participants
Rangoli Competition	Institute	15
Annual Sports day	Institute	100
Poster competition	Institute	25
Cultural competition	Institute	150
Mask making Competition	Institute	10
Rangoli Competition	Institute	15
Slogan competition	Institute	20
Poster competition	Institute	25
Mask making Competition	Institute	10
Slogan competition	Institute	20
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nil	Nil	Nil	Nil
2020	Nil	International	Nil	Nil	Nil	Nil

2019	Nil	National	Nil	Nil	Nil	Nil
2020	Nil	International	Nil	Nil	Nil	Nil
No file uploaded.						

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

Student councils are active in institution. Student councils are elected as per Govt guidelines by election or merit nomination method. Elected unions work actively than nominated members. Students are members of various bodies. Union members represent problems in various matters relating to facilities ,academic , cultural field. College management actively take action when necessary. Students are made members of sports councils which make decisions relation to sports activity. PG councils are well established in PG departments. Students participate in decision making process of selection of optional papers from prescribed syllabus. Students organise programs and seminars in PG departments. Student council organizes Annual function. Selection of chief guest in annual function is finalized after discussion with student bodies. Different committees like ECO club ,NSS, computer committees are formed at beginning of session and actively participate in various activities. Students member in included in grievance redressal decisions related to girl. Alumni students are also represented in various bodies in Janbhagidari samiti and RUSA building inspection committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

All the graduate and post graduate department of the institution function under the university rule. Powers related to college have been delegated to principal. 1. management Decentralization - Management is coordinated effort, so administration is practiced by different committees. Some of Committees formulated are admission committee, discipline committee, Exam committees, Union, UGC, IQAC, RUSA, Staff Council Purchase committee, sports, library, scholarship, Janbhagidari committees. These committees work in coordination with management for benefit of institution. Committees record their minutes with coordinated discussions. Committee work at ground level with guidance of principal. Committees prepare plans with discussions. Proper notices and letters are served. Financial matters are sanctioned by principal and executed

by account departments of office. Committees suggest any reform or changes in system which is executed with discussions. Exams are conducted with best participative matters. All staff is engaged in examination process.

2.Examination: Examination is biggest event in college. Approximate 3000 to 4000 thousand students participate in exam process. Exams are conducted with process of decentralization and participative management. With publishing of time table central committees are made to conduct exam in three shifts form morning 6.30 to evening 6.30. Committees consist of Professors, class three and class four employees. They work together in coordination for preparation work. All class rooms are engaged and sometimes institute need department for exam rooms. All staff work in room exam duty schedule. Help of outside invigilators are also sought. Invigilation duty chart is made in participation manner from discussions with all shift charges to avoid any duplicity of work. For session 2019-20 exams were postponed due to covid. Students were anxious about exam process. In this matter every teacher was engaged for answering queries of students. Whatsapp groups were updated to include every student. During lockdown period students were motivated to register in cgschool.com, where study materials were uploaded. PDF and study materials were shared in student groups. Even whatsapp groups of private students were made to circulate exam information. For open book exam copy submission every staff member participated in copy collection process. Student grievances were answered regarding copy submission. This was coordinated and participative effort process.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission of students are done as per Higher Education guidelines. Students apply online at University website, Institute download list and admit students as per merit list. Reservation policy is applied in admissions. This year due to covid protocol all admission lists were regularly updated in website and WhatsApp groups. Any grievances in admissions are taken care off.
Curriculum Development	being university affiliated institute syllabus is prepared by university. Our staff members are members of board of study for finalization of syllabus. In some PG departments optional papers are finalized with students. Any change in syllabus is notified in notice board and websites. For syllabus information , link of university syllabus page in given in website.
Teaching and Learning	Teaching and learning process is conducted by various modes like black board teaching, PPT presentation, Seminar, Oral discussions, quizzes etc. Handouts and pdf are made available to students. Library facilities are open

for students. Slowly institute is increasing ICT tools in teaching. Evaluation to monitor progress of student are done in regular interval. This session due to covid online classes and examination were conducted. Students and teachers learned to use online education mode. Whatsapp groups and cgschool.com was used in teaching learning process.

Examination and Evaluation

This session due to covid online classes and examination were conducted. Students and teachers learned to use online education mode. WhatsApp groups and cgschool.com was used in teaching learning process. Question papers were published in college website and shared in student groups. Students were guided in every step by institute. Special online classes were organised for awareness of exam process. Students' queries were answered through WhatsApp and personal contact mode. Students submitted answer sheet in institute. Valuation process was done by teaching staff. After result declaration student's grievances about result were taken care off.

Research and Development

Institute has history department as research center. Institute has three teachers as research guides enrolled. Students are motivated to join research activities. PG department organises research related activities. Students are encouraged to take NET, SET exams.

Library, ICT and Physical Infrastructure / Instrumentation

Library is well developed in institution. Library has separate building and reading room with ICT facility. Use of ICT is promoted in institution. For the session use of ICT was only medium for teaching learning process. Photocopiers and scanners are available for academic and office purpose. Repairing work is regularly done for electrical and ICT appliances. Physical facilities like library building, sports ground, class rooms are maintained regularly. Computer department take care of any minor repairing work in ICT tools. Instruments are maintained in laboratories. Any faulty instrument is repaired. Special arrangements were done due to covid-19.

Human Resource Management

In centres of higher education, human resource management is a constantly

	<p>evolving area of concern, but one of its most important aspects is the emphasis on providing faculty members with scope to grow and develop within their working space. Institute motivate human resources management through various programs. Staff is motivated to take up orientation, refresher course and faculty development courses. Female staff is granted child care leave when required. In addition, three staff members were granted Child Care Leave.</p>
Industry Interaction / Collaboration	<p>Our College tries its very best to rope in various corporate houses by way of enhancing placement opportunities for its student community as well as fine-tuning soft skills for its faculty too. Institute has collaborated with Govt college Patan (CG) for mathematics teaching. Regular classes are organized for students of both institute.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>Institute follows e governance in planning and development when possible. Our institute is govt college and fund receive from state and central agency. Institute plans future planning with discussion in staff and stake holders. Proposal for construction and new classes are regularly prepared and forwarded to higher authorities through email. Development funds are received in CG Portal and Institute submit bills in e-software for the purpose.</p>
Administration	<p>Administration of institute use e governance when possible. Institute receives govt letters and guidelines in college email. Answers are given through mail. Principal messages and instructions are circulated through WhatsApp groups. Students are notified any instruction through calls and WhatsApp. All institute related instructions, admission lists and other information is available in website.</p>
Finance and Accounts	<p>Being a govt institute, college has to depend upon e-governance facility of state govt. Salary and other transaction sanctioned by state govt are performed in E koshalaya software. Institute can download data of amount pertaining to different financial heads. Salary is prepared in epayroll.SGO software. Institute does</p>

	online payment when possible. Students scholarship money is directly deposited in bank account.
Student Admission and Support	In present system student apply online in university portal and through generated list institute prepares admission list. student lists are published in website and respective whatsapp groups. Due to covid students are informed through online mode. Students queries are answered in WhatsApp groups. Study materials, exam information and study material is shared in whatsapp groups.
Examination	For the session due to covid exams were held in online open book mode. After exam postponed, teachers answered all queries about process. Time tables and other schedules were shared in websites and social media groups. Question papers published in website and shared in groups. All teachers actively answered queries regarding copy submission and other matters.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NA	Nil	NA	Nil
2020	NA	NA	NA	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

Nil	Nil	Nil	Nil	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF advance, Medical reimbursement	Grain advance, Festival advance, medical reimbursement	Scholarships, books, stationery for SCC/ST students.

6.4 – Financial Management and Resource Mobilization

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

external audit of govt account is done by govt auditor time to time. Account audit of UGC, Janbhagidari is done by external auditor. An internal committee is setup for internal audit. Institute has to match govt treasury financial data with institute books. At end of financial session cash in hand and bank deposit is compared for any irregularity. External audit objections are dealt by office.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	00
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Nil	IQAC
Administrative	No	Nil	Yes	Internal committee

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

PTA meeting is organised in PG departments. Parents are briefed on progress of students.

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

Computer training courses are regularly organised in college.FDP workshops are attended by staff.

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

Regular programs are organised for career counselling of students. Feedback system is made more efficient. Application of ICT is increased. As suggested by NAAC committee institute is demanding boundary wall for safety of girl students from higher education department. New courses proposal for chemistry and hindi is forwarded for permission. Medical facilities are improved. New classrooms are constructed from RUSA fund.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	Nil
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Bridge Program	29/08/2019	29/08/2019	29/08/2019	100
2020	Academic audit	30/12/2020	30/12/2020	31/12/2020	1800
2020	Yoga day	21/06/2020	21/06/2020	21/06/2020	50
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Maulik Kartavyon lecture2	27/01/2020	27/01/2020	15	6
Movie Chhapak show	30/01/2020	30/01/2020	10	2

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Institute promotes environmental consciousness and sustainable approach. Class rooms are designed for lesser use of electricity. Led bubs are installed in college. Energy audit and energy has been performed by authorised agency.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	No	Nil

Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	00	NA	00	Nil
2020	Nil	Nil	Nil	00	NA	00	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct	01/07/2019	Code of conduct has been made for all stakeholders and available in website. Code of conduct is published in college prospectus. Notice boards for code of conduct is displayed in campus. Committees for monitoring of code of conduct is active. CCTV are installed in campus for monitoring code of conduct. Written complaints are handed over to committee for any action. Staff code of conduct is administered by Principal.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
maulik Kartvy Lecture	24/01/2020	24/01/2020	21
Sanvidhan Diwas	27/01/2020	27/01/2020	10
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Every year plantation programs are organized in campus by NSS ,NCC students. Awareness programs are organized for swachhta abhiyan. Plastic free campus drives are organized in institute.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice :1 Title of the Practice: Women Empowerment Objectives of the Practice: It has been obtained from the profile students joining various courses of the college that there are many students coming from the rural areas with low economic back ground. Their parents are unable to provide them a sustained support to select and train in soft skills due to financial constraints. so, the noble objectives of the practice are • To provide soft skill training, career counselling to girl student to make them self-dependent. • To increase awareness of women rights among girls students to make them confident. • To promote the 'gender equality' among the students. The expected outcome of this best practice is that girl student will be capable to select carrier option of their choice. They will be aware to counter harassment. The Context Girl student comes from low economic background so there is a need to help them in soft skill and improve their chances for better future. Some of girl student even face difficulty in paying fees. These students cannot afford private coaching or institution. In this context institute decided to make efforts for women empowerment. **Best Practice:** Discussions with stakeholders and staff institute selected core areas the process 1. Soft skill training 2. Workshops and training programs like cooking classes, dress designing classes, beauty parlor course, cloth dyeing. 3. Career counselling workshops 4. Simple skill likes rangoli mehendi. 5. Awareness for women rights. 6. Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently. 7. Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective. The skills can help girls in process of entrepreneurship. These skills are simple to learn cost effective and can be managed by institute. Skill training are being organised regularly in institute. Workshops ranges from 1 day to seven days. Sufficient time and efforts are use in workshops. Skill learning is better in group discussions and students are given every chance for queries to satisfied. Beauty parlor workshop is organised by Ku Maninder Kaur who runs a beauty Parlor shop in vicinity. Students can contact her at any time for suggestions. Career counselling courses are organised in college regularly. Career counselling sessions are given by external trainers. 3 days EAC entrepreneurship Awareness camps are organized by CITCON Chhattisagrh Industrial and Technical consultancy. Syllabus of these camp cover 1. Basic of entrepreneurships 2. Communication skill The students learn hands on training sessions and opportunity to experience factory setup and running. CITCON offers business project proposal and help students in start- ups. Programs on awareness on women rights are organised. Students come from low economic background and they do not have access to legal rights or women harassment laws. The Principal along with the Coordinator monitors the implementation of the plan. Evidence of success: Girl students do not have access to these all-round improvement programs. Learning process with experience is success among girl students. Due to lack of facilities college cannot accommodate all aspiring student. All stakeholders are satisfied and learned skill are utilized in many aspect of life. These skills are like a treasure to students and they can use these skills at any point of life. **Problems Encountered and Resources Required** Implementation of the annual plan and its monitoring has become a tough task in view of tight academic schedule. Organizing various programmes during working hours, sometimes, has led to sacrificing the class work. College has limited resources and small kitchen in Home Science department, it makes it difficult to accommodate students. Being Govt institute finance for trainers and resources is difficult to obtain. Student are in adolescent stage and they do not understand values of soft skill and training. College has to overcome this hurdle by explaining benefits. **Best Practice 2 : Local Culture Promotion Back to roots. 'Janbo badhabo' Object:** With modernisation our future generation

is drifting away from our roots. Due to busy schedules our generation find lack of time and enthusiasm to acquaint with cultures. Our local chhattisgrhi culture is rich in heritage and with a vision to promote local culture objectives of best practice are as : 1. To increase awareness of local Chhattisgarhi culture. 2. To train them in local dance and music form. 3. To promote local language by organizing competitions. The expected outcome of this best practice is student will be acquainted with chattisgarhi culture and they will be ambassador of culture through generations. Context: In the time of social media and education system students are forgetting our local Chhattisgarhi dance, food, language, heritage and important persons. This lacking is promoted us to add these elements in our thrust area. We observe that local students know average local chhattisagrhi language but their knowledge is limited to that extend. As a educational institute with obligation of society we decided some core areas for promotion. Some students form villages are well versed with some areas of culture and some students are part of dance performance teams. Institute has decided to take their help in this cause. With discussions institute found that Dr.Khoob Chand Baghel is widely respected freedom fighter, poet and doctor in this area, so we decided to project him as inspiration to promote local culture. Practice : Institute is organizing programs in various filed to promote local culture and heritage. Students connect with extracurricular activity and chhattisagrhi plays and dance is prominent part in any activity. In annual functions local language dance form----- is very popular in students where students circle a burning lamp and perform dance activities. A stage Rang Jhanjhar is formed for promotion of culture. Local culture programs are organised under this stage. Pottery making, local dressing and rangoli art is promoted in their programs. Dr Kboobchand Baghel Jayanti is organised with local participation. Institute make him symbol of local identity. Students connect him as bearer of local culture. Statue of Dr Khoob Chand Baghel is placed at entrance of college and on Chhattisgarh foundation day program is organised in his memory. These programs help students to identify with local cultures. College magazine accommodates local food items. Home science department in their programs run courses on local food preparation. Problems Encountered: Being a Govt institute fund management for this practice is difficult task. Some departments expend money form their allotted budget. Some budget is complemented in annual function budget. Students were not willing to join awareness program as they are not have feel basic idea of protecting culture. Teachers have to explain them concept and requirement of problem. Evidence of Success Students' participle regularly in programs related to chhaattisagrh. Students' concepts are changing. Students now know about culture and traditions. At special occasions student dress in local ethnic culture and relate themselves. Culture awareness in increasing and this is success of best practice.

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

<https://www.govtpgcollegebhilai.com/alldocuments/136.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Dr KCB Govt PG College Bhilai-3 Dist : Durg (CG) College caters to more than 80 percent girl students in college. Belonging to nearby villages these students don not have access to life skill and soft skill. Institute has a vision to help them achieve personality and career development. Institute organizes soft skill, career counselling and competitive exam coaching. Soft skill like mehandi making, rangoli, cooking and fashion design workshops are organised in college. Professional cooking workshops are organised every session. Students

learn basic and professional cooking techniques. At the end of workshop cooking competitions are organised. Fashion technology workshops and trainings are organised with available facilities in college. Rangoli and painting competitions are organised for girl students. Career counselling programs like 3 days EAC camps entrepreneurship camps are organized were external trainers train students. students are taken to any nearby factory for field experience. Students also [participate in English speaking courses orgnised in college. Student take part in extracurricular activities learning different soft skill. Anand mala type programs are organised to learn entrepreneurship. Girl student actively take part in sports and our Kabaddi and Kho-kho girl team are often winners at university levels. Girl students take part in state and national level sports competitions. Every year girl students selected in university and state level teams.NCC and NSS girl wing work actively in institute. Girls organize NSS camps effectively and learn management skills. College students take part in yuva utsav at university level. Our vision and mission about girl students is also shown in the fact that girls from our institute are topper among merit list of university.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

Institute plans to increase PG departments. On students demand proposal in PG classes is forwarded to Higher education department. Space of laboratories are limited. institute plans to construct new building for more space. Improvement in sports facility is being planned. Sports infrastructure needs to improve. Our college is situated in Bhilai area which is one to top sports zone in state.Smart board and ICT use has to be increased for better teaching learning process. Institute does not have boundary wall make it unsafe for institute. CCTVs are installed but institute is forwarding proposals for construction of boundary wall.