



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		Dr K C B Govt PG College ,Bhilai-3
• Name of the Head of the institution		Dr Reena Majumdar
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		07826255175
• Mobile no		7987369374
• Registered e-mail		bhilai3_college@yahoo.in
• Alternate e-mail		manishkalrra@yahoo.com
• Address		Dr K C B Govt PG College , Padum Nagar, Bhilai-3
• City/Town		Durg
• State/UT		CHATTISHGARH
• Pin Code		490021
<b>2.Institutional status</b>		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education
• Location		Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Hemchand Yadav University, Durg				
• Name of the IQAC Coordinator	Dr Maneesh Kalra				
• Phone No.	07826255175				
• Alternate phone No.	9039870653				
• Mobile	8319107640				
• IQAC e-mail address	manishkalrra@yahoo.com				
• Alternate Email address	manishkalrra@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://www.govtpgcollegebhilai.com/NAAC.aspx?page=AQAR%20Reports">https://www.govtpgcollegebhilai.com/NAAC.aspx?page=AQAR%20Reports</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.govtpgcollegebhilai.com/Academics.aspx?page=Academic%20Calender%20College&amp;topicid=158">https://www.govtpgcollegebhilai.com/Academics.aspx?page=Academic%20Calender%20College&amp;topicid=158</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.57	2016	16/09/2016	15/09/2021
<b>6.Date of Establishment of IQAC</b>			01/07/2012		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>04</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>? Sanitization tunnel is purchased to sanitize everyone entering the college. ? Increase the number of CCTV cameras in the college. ? Wi-Fi facilities to all departments for smooth running of online classes due to corona pandemic. ? Organizing value added courses for the benefit of students.</p>	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
1. Organising value added courses for students.	Value added course on computer application and SSC Coaching conducted
2.increase of CCTV cameras in the college premises	Additional Cameras installed
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
<b>Nil</b>	<b>Nil</b>

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	10/02/2022
Extended Profile	
1. Programme	
1.1	289
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2. Student	
2.1	2375
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	742
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	724
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3. Academic	
3.1	25

Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2	25	
Number of sanctioned posts during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	22	
Total number of Classrooms and Seminar halls		
4.2	556.6	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	40	
Total number of computers on campus for academic purposes		

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

College prepares its own academic calendar in accordance with the Academic Calendar issued by the department of Higher Education. The college adheres to the academic calendar in the best possible manner. Students are notified of the academic calendar from the beginning of the academic session.

The teaching-learning process schedule revolves around the academic calendar. The implementation of the teaching plan and lecture notes are supervised regularly by the Principal. A register is maintained in the principal chamber notifying the percentage progress of the syllabus. To ensure micro-level teaching-learning execution, an academic diary plays a very significant role. Progress of syllabus in teaching diary is monitored and signed by Principal The college

conducts the unit test, home assignments and half-yearly exam, classroom presentation, PPTs, seminars, group discussions, and question answers in the class for evaluation of the students. Students' half-yearly marks are added to the annual result, thus strengthening the continuous evaluation process.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.govtpgcollegebhilai.com/Content/98_170_1.1.1%20NAAC_compressed%20(1).pdf">https://www.govtpgcollegebhilai.com/Content/98_170_1.1.1%20NAAC_compressed%20(1).pdf</a>

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

Academic Calendar is prepared by the Higher Education Department of CG state. College prepares its own academic calendar in accordance with this calendar. The academic calendar is available on the website of the college. The academic calendar incorporates important activities of college i.e. exams, sports, extracurricular activities, etc. Class wise teaching timetable is displayed on the notice board of the College. A Month-wise teaching plan is prepared for each Course and Paper of all the UG & PG classes. Fortimely completion of syllabus, Guest Lecturers are appointed by the College. Induction programs are organized for new students to help them understand the rules, regulations, and functioning of the college. Syllabus completion is monitored by the Principal. The regular staff meeting is held to discuss course completion. During the pandemic period classes were organized in online mode. College also encourages other effective curriculum delivery by E-Learning, experiential learning, and participative learning.

During Covid 19 Internal evaluation in offline mode was affected and online internal evaluation was brought in place. Students were evaluated on the basis of online classes, seminars, and exams. During the lockdown period, all activities including exams were conducted in online mode. U tube videos were prepared by the teachers and shared to the students and links were also given in the website of the college. Classes /seminars /discussion and counseling was done online. Students submitted open book exam answer sheets ( pdf ) through email. college website and WhatsApp groups of students of all classes helped to maintain an academic calendar throughout the year.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.govtpgcollegebhilai.com/Content/99_170_1.1.2%20new.pdf">https://www.govtpgcollegebhilai.com/Content/99_170_1.1.2%20new.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**

**B. Any 3 of the above**

**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

339

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

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

Our Institution follow Curriculum of Hemchand Yadav University Durg. Prescribed syllabus has elements of crosscutting issues to sensitize students on various issues. College vision and mission documents reiterates our objective to make responsible human beings. Issues relating to Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness are inseparable part of our curriculum.

Issues related with environment and environmental sustainability are manifestly integrated into curriculum. Teacher integrates these values in curriculum as part of teaching learning process. Institute



organizes activities related to these core cutting issues

1. **Gender Issues:** Reservation policies, constitutional provisions especially for women, visit to court is covered in Political Science. Sex ratio, Education of child, mortality rate, flood, urbanization and modernization is practically exhibited through sociology. In Hindi, English literature gender issues, and human values are portrayed in poetry, drama, novels and stories of Premchand, Mahadevi Verma.
2. **Environmental issues:** Environmental studies is compulsory subject in BA/BSc/BCom level. A detailed report on various environmental issues has to be prepared for evaluation in environmental studies subject. Environmental concerns are also part of Botany syllabus. The syllabus helps students to learn ecosystem and environmental factors like global warming and prevailing environmental laws.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

8

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

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

764

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://www.govtpgcollegebhilai.com/#">https://www.govtpgcollegebhilai.com/#</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://govtpgcollegebhilai.com/Content/108_170_feedback%20all%20final%20202021.pdf">https://govtpgcollegebhilai.com/Content/108_170_feedback%20all%20final%20202021.pdf</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

2375

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

321

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

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

The College is located to cater to semiurban and village students. Most students come from deprived societies and need special attention. The learning levels of students are assessed through the internal tests, assignments, and interactions during the regular classroom sessions.

Induction programmes are organized for the freshers in the UG departments.

The advanced and slow learners are identified at regular intervals by the following strategies.

The learning levels of students are at regular intervals through individual class responses, group discussions, presentations by the students, observing the students during laboratory practicals, performances during unit tests and previous exams results.

Students are motivated and opportunities are provided to them to gain experience through Industrial visits, educational trips,

Seminars, Guest lectures, Workshops and quizzes are arranged for overall development of their skills.

#### Slow learners

The Department of English organizes "Proficiency in English" classes for all UG students with a special focus on Hindi medium students to cope with the course. Lecture notes/course materials and reference books are also given to the slow learners. Group Study System is also encouraged with the help of the advanced learners.

Students are encouraged to clear their doubts in the class and after the class. Peer teaching is encouraged where high achievers help the low achievers in their field of study.

Slow learners are identified, doubts are cleared, and difficult portions are re-taught through tutorials. The Career Counselling Cell, Placement Cell, etc. guide students in matters related to academics and career. Lectures and workshops on different subjects/topics are organized to learn to handle day to day stress during the academic session of their studies.

#### Strategies for the advanced learners

- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Provision of additional learning and reference material

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/111_171_2.2.1.pdf">https://www.govtpgcollegebhilai.com/Content/111_171_2.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2375	25

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

The college teachers believe in free and conducive teaching-learning environment and the students are not the passive learners but they are actively involved in learning process. The teachers assess the needs and aptitude of students and guide them accordingly.

The core competency of students is developed by combining theoretical knowledge with practical experimentation, field studies, project works, interactive seminars and role plays.

**Experiential Learning:** The experimental learning is the integral part of the studies in the college. For all science courses, namely, Physics, Zoology, Botany, Chemistry, Computer Science, Mathematics, the practicals are the integral part of the syllabus. The faculty members promote learning by engaging the learners in rich content of teaching through experience, teaching through demonstration, videos, project development, and student seminar presentation.

Students in the group of 30-40 students learn through experimentation under the expert guidance of teachers in well-equipped labs. PGDCA department conducts different courses for students to learn the nuances of e-knowledge. English Language Lab provides exposure to students in pronunciation through language learning software. History department conducts tour to historical places to gather hands-on experience of history and archeological knowledge.

### Participative learning

Participative learning guides the teaching activities in the college and students are involved at different levels in study related activities. Students are made well aware of syllabus planning through lesson plans and the teachers incorporate their suggestions in the making of plans for subsequent semesters. Students are informed about the standard reference books or study material and are given notes and handouts so that the discussions in the class will involve students to the maximum. The learning assignments and seminar topics are decided with the active involvement of students and these are so planned that students will be comfortable and well informed while appearing for semester examination. The oral presentation in seminars, group discussions, asking of questions and involvement of students in these activities ensure dynamic

participation in learning activities.

**Interactive lecture method:** The faculty members make learning interactive with learners by encouraging learners to partake in group discussions, subject quizzes, discussion and questions and answers on related subjects.

**Group Learning Method:** Group Learning encourages the learners to develop problem solving abilities, technical abilities, Solution Analyses, etc. and to ensure quality in the learning process. Group and participative learning is prominent in NSS camps, where students take all decisions regarding daily activity with discussions in group.

**Problem Solving:** Problem solving approach is followed in college. In Commerce and mathematics department problem solving approach is predominant teaching methodology. In PGDCA students are motivated to perform computer related problems. In NSS camps students are motivated to overcome day to day camp management problems. Problem solving approach gives students to think and act approach.

The involved exposure of students to the experimentation in their respective courses, the detailed discussion with them about the practicalities of the respective fields of studies, their involvement in problem solving exercises, the role playing exercises and the frequent opportunities given to them to answer queries raised by teachers are some of the mentionable student centric problem solving methodologies adopted by the college which will prepare them to face practical problems by learned behavior and improvisation.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution has always aimed to encourage involvement of innovation, creative and novel pedagogical techniques. Teachers use ICT enabled devices, e-learning resources, online classrooms, and online video lectures for effective and student-centric teaching and learning.

The college transformed some of the classrooms, located in different buildings within the campus, to e-Classrooms by installing ICT tools like interactive projectors, internet connectivity through LAN.

Several teaching material and question papers are uploaded in college website. Teaching content is also disseminated by allteachers through the WhatsApp group of students. Teaching Content developed by the teachers has been uploaded on cgschool.com and u-tube.

The following strategies, facilities and pedagogical techniques have been implemented for the effective use of ICT tools in teaching-learning:

- The institution promotes the teaching-learning process by effective use of PPT's, LCD projectors, interactive projectors and modern instruments/equipment's in the laboratories.
- The college provides computers, internet connectivity and other ICT facilities for effective teaching-learning to the learners and teachers.
- The college has established language lab enriching English language competencies among the students.
- College organizes hands on training and workshops on familiarization, customary and expertise usage and handling the issues related to ICT tools.
- Students are motivated to share their doubts and queries through WhatsApp and online platform.
- Departments have equipped with computers, printers and LAN facility for better ICT learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

#### 2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

13

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

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



333

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

College organizes class tests, home assignments, internal exams and model exams according to Hemchand Yadav University calendar. Schedule of Internal examinations are notified in advance to students of UG and PG. Internal examination for UG students includes unit test, half yearly exam. For PG students unit tests, seminar and sessional exams are regularly organized. Internal marks are uploaded in University website for inclusion in final results.

The Examination Committee of the College manages the frequency and mode of internal assessments.

College completely adopts University examination procedure. In UG programmes, annual examination pattern is adopted. Half yearly exams are arranged in the month of December / January and 10 % of the marks obtained in this exam are added to the final scores obtained in annual exams.

At PG level, College has semester system in which there is an internal assessment of 20 marks which is comprised of written tests and assignment topic presentations.

There is Examination Committee and the question papers are set strictly as per the university examination pattern. The internal exams are conducted in a centralized manner by the examination committee. The question papers are prepared, collected, sorted, and kept under control of the committee.

During covid-19 exams were conducted in online mode. Students belong to rural areas were briefed for converting assignments into pdf files.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Internal/external examinations related grievances are completely transparent, time bound and efficient because all the internal examinations are conducted adhering to the norms and regulations of Hemchand Yadav University, Durg. College's Internal Assessment Committee chaired by the Principal assures the effective implementation of the evaluation method.

- Question papers for internal examinations are prepared very confidentially by the subject teacher and the time table for internal examination are prepared by the College committee and notified on the notice board at least one week before the commencement of examination.
- Internal examinations are conducted in a fair manner. The invigilators are directed to record the attendance at the time of examination. Finalized scores are then uploaded to the University website.
- The answer sheets are evaluated with utmost care and confidentiality.
- Grievances of students with regards to the internal exam is addressed by the subject teacher and HOD at the department level.
- If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents.
- College's Internal Assessment Committee addresses to student's grievance regarding evaluation for objective and effective redressal at college level.
- In external examination matters, the Exam section deals with students' grievances which are generally related with the conduct of examination and declaration of result by the affiliating university. For this, the Exam section remains in constant contact with the university and the student's grievances /representations are sent expeditiously to the University for Rectification.
- Student grievances regarding correction of subjects and other minor corrections are managed at college level and university

is notified.

- For university examinations, flying squad constituted by the university make surprise checks in the examination hall to prevent malpractices during examinations
- The students are guided to apply for revaluation and re-totaling of marks.
- In case of any grievance's students can file RTI in exam related matter.

**Covid-19 Exam grievances:** During Covid-19 period students were given extra support for any query and grievances. Students' problems in online submission were resolved by special online instructions. Some students reported result withheld and showing absent even after submitting answer sheets. These grievances were resolved by communicating with university.

Students are given maximum support in Internal / External and so that their exam related grievances can be redressed efficiently and in time bound manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the

teachers and students

- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and staff meeting.
- The students are also made aware of the same through Tutorial meetings.

Students are briefed about learning outcomes in the induction programs. Students are encouraged to review learning outcomes. The syllabus depicting the learning objectives is readily available for students and teachers on college website and college library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.govtpgcollegebhilai.com/student_section.aspx?page=Program%20Outcome#107">https://www.govtpgcollegebhilai.com/student_section.aspx?page=Program%20Outcome#107</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

We evaluated the attainment of Programme outcomes, programme specific outcomes and course outcomes during the year through class tests, assignment, presentation, half yearly examination, annual examination (theory and practical) and semester exams for PG courses by University. The final result of the students also gives an idea of achievement of programme outcomes by the students.

These outcomes are also evaluated by the feedback got by the students, the parents, the teachers, the employees and the alumni.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

724

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

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

[https://govtpgcollegebhilai.com/Content/124\\_171\\_Student%20Satisfaction%20Survey%20Session%202021%20final.pdf](https://govtpgcollegebhilai.com/Content/124_171_Student%20Satisfaction%20Survey%20Session%202021%20final.pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

Nil

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

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

**3.1.2.1 - Number of teachers recognized as research guides**

02

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

## 3.2 - Innovation Ecosystem

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

In our college, the teachers take keen interest in providing students with exhaustive knowledge and making them self-reliant in their chosen subjects. The capabilities of students are sharpened by ensuring the involved class participation, scholarly presentations, explorative query sessions, and friendly counseling. The teachers talk to students about the practical aspects of syllabi-related topics and create situations where students can improvise and get a feel of real conditions. NSS units, NCC units work in unison in the creative environment of camp and learn and transfer their acquired knowledge for the betterment of society.

Thus, an environment for innovations helps in grooming students to think rationally, innovatively, and creatively to develop their own systematic understanding and to add new dimensions to learning. Students too are motivated to undertake interdisciplinary research work, thus allowing them opportunities to gain experiential learning and to build a strong academic foundation. enhance research quality

and professional ethics. Blended teaching-learning methods that employ both ICT and traditional classroom practices make learning more effective.

The Physical Education department creates an environment of learning and transfer of knowledge. Ex-students having expertise in sports train college students in various activities and transfer acquired knowledge to them, which is also reflected in sports achievements. Quizzes, webinars, workshop have been conducted to motivate and empower students with entrepreneurial skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	<a href="https://govtpgcollegebhilai.com/Content/132_172_2.4.2filled%20new.pdf">https://govtpgcollegebhilai.com/Content/132_172_2.4.2filled%20new.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

01

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

With a view of better neighborhoods, the college regularly organizes programs for awareness on social issues, wherein NCC, NSS, and Youth



red cross work in unison for this cause.

Women safety, women welfare, environmental protection and hygiene, beti bachao beti badhao programs are organised NSS activities make the students aware about their social responsibilities towards, family, society and Nation. Plantation, Yoga, Voter Awareness, Traffic rules and protection are other activities that contribute a lot for social welfare.

Learning outcomes of these activities: 1. Increase the knowledge of societal issues and problems and to search solution by getting involved with their lives. 2. Build up relation and tie up with locals to carry forward humanitarian work in future. 3. Develop skill and aptitude for problem solving and other skills like communication skills, management skills, leadership skills, analytic skills, perceptual skills etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

**during the year**

20

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

518

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

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

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

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

01

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

## 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.

College has currently sufficient infrastructure for teaching learning purpose. We have 02 ICT enabled smart class and 7 ICT enabled laboratories. 10 class rooms for purely teaching purpose and 8 PG department rooms with PG teaching facility.

Spacious seating arrangements in classrooms with the qualitative furniture. Cleanliness, light and ventilation facilities are maintained in the classroom. Sports facility - Spacious ground, Gymnasium, Sports equipment. Laboratories: Physics, Chemistry, Zoology, Botany, Home Science, Two Computer Laboratories and English language lab.

We have well established library with 23470 books , 694 reference and 19950 (N-List) online books and 18 magazine. Library has subscription of N-List. Library is automated through soul 3.0 software. For proper utilization of library, days and classroom are fixed for issuing of books. Library has well established reading room for reading.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The Institute has adequate facilities for cultural activities, sports, games (Indoor and outdoor), gymnasium etc.. This has reflected in many awards and medals for students in sports and cultural activity. Sports Facilities: Sports department is integral and vital part of college life of students. Our college is committed to provide sport facility , both indoor and outdoor to our students. Indoor Sports facilities include gym machine, chess, badminton, table tennis, kabaddi, weight lifting, carrom boards etc. and Outdoor games includes Cricket, Vollywall, softball, kho-kho, Handball, Kabaddi, javelin throw, shotput throw for boys and girls. College has 13.12 acres land in possession, having ample space for sports ground. College has separate sports department, gym and construction of mini court for badminton is almost completed.

Annual sports activity is organised as per calendar in December month every year. Students participate with enthusiasm in these activities. Our student Deepak kumar class BA-III has been selected in India team. A Badminton hall with wooden floor, seating, changing room with toilet is being constructed from funds received from CG Govt . Every year 10-15 students are selected to represent University team.

Our college has enough activity infrastructure for cultural training and programs. Openstage has been constructed for cultural programs and annual function. Small cultural competitions like vocal and dance is organised in college hall.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

16

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

118.93

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The central library of college was established with the college in 1984, since the library has made consistent progress in terms of collection of books, e-resources and services. The Library is the knowledge hub of our college. It reflects the institute's commitment to providing the best possible library and information services to its academic community of faculty members, students and staff members. It is a major resource for art, science, commerce, and allied subject's information in this part of the world and has a tremendous collection of both printed and digital resources. The Library has been continuing its mission of facilitating the creation of new knowledge through the procurement, retrieval, preservation, organization and dissemination of different resources.

Library is having separate library webpage collaborated with college website to update the happenings and new things we do on regular basis. Library conducts user orientation for 1st year students. To promote library awareness among students we have conducted E-quiz on "library awareness" and provided them E-certificate and we give the title of "reader of the month" to the students so that they can get motivated. The library has been continuing its mission of facilitating the creation of new knowledge through the procurement, retrieval, preservation, organization and dissemination of different resources. According to the current scenario we are going to the way of Library Automation through Software of University Library 2.0 (SOUL 3.0), more than 15000 Books are put-up in SOUL 3.0 database and bar-coded accordingly.

Borrowing time of Library is 10:30 AM to 5:30 PM. Library facilities two type of membership Regular Membership for all Under Graduate Students and Book Bank Membership for ST, SC and BPL Students. Both Kinds of membership forms are available in our college website. Through our College website Library Section Tab students and all other user can provide Feedback and necessary suggestions for better Library Services.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://www.govtpgcollegebhilai.com/Content/147_173_4.2.1.pdf">https://www.govtpgcollegebhilai.com/Content/147_173_4.2.1.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

394900

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)****4.2.4.1 - Number of teachers and students using library per day over last one year**

9

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

College has computer committee of members with related knowledge. This committee suggests any updation / improvement/ repair of existing facility. Currently college has approximate 50 computers. IT facilities have been updated on regular basis. New IT equipment has been purchased as per the requirements. Institute tries to provide updated technologies to staff and students for efficient functioning. Extensive infrastructure has been setup during the last five years

Two Broadband facilities connects various departments, Labs, Office, PGDCA labs and library. LAN is available in office, departments, laboratories and library. College updates its internet facility as per requirement and budget. More than 40 desktops have been added from RUSA grant to create new laboratories and to replace legacy systems. These systems range from Intel i3 to i5 based systems. Desktop Computers and Significant investment has been made to

upgrade classrooms to e-classrooms/smart classrooms. The institute has 4 smart classrooms for better teaching learning process. Office is well equipped with internet, desktop, scanners, printers and photocopiers. Power back-up is provided in Office, principal chamber and PGDCA lab for proper functioning. The college website is monitored and updated from time to time by the IQAC cell of the college. The maintenance of computer, Internet Wi-Fi networking, installation of software and maintenance and up gradation of hardware is done by contract basis selected by open tender. Maintenance and up-gradation is done from time to time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

4.29



File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

There is a well-established system in the college for the optimum use of available infrastructure and its regular maintenance. Different committees are formed in college for efficient utilization and maintenance of facilities. Financial obligations for maintenance are met by Janbhagidari Samiti's sanction.

**Library:** Laboratory books are cataloged by subjects and almirah. Termite treatment is done at regular intervals and a system of written off old, outdated, and torn books. CCTV is installed in the library for the safety of books from theft. Stock verification is done as a part of regular monitoring and control.

**Laboratories** There is a good infrastructure of laboratories in the college and there are separate labs in each department where practicals are part of the prescribed syllabus. These labs are well equipped with necessary experimental facilities.

**Sports Complex:** College has well-established sports facilities which are properly and efficiently utilized. Students are motivated to use available sports gear and ground for training and practice. The sports ground is maintained before the sports session.

**CCTV Surveillance:** Due to the lack of boundary wall CCTV is an important tool to administer premises safety. CCTV cameras are regularly increased as per requirement.

**Other Support Facilities:**

There are many other support facilities in the college, namely, a fully smart board-equipped reading room cum hall for small gatherings.

- Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories, and premises is done by college staff
- Sanitizing of washrooms is done on regular basis.
- Clean and hygienic RO drinking water are available in the Institute. Water coolers are maintained and cleaned on regular basis.
- Overhead water tanks and water coolers are cleaned periodically.
- Sports facilities are maintained by the sports committee and the menial staff. The below-mentioned points are inspected before the start of every semester.
- Office staff inspects the facilities like toilets, classrooms, corridors for the need of maintenance.
- Library committee collects specific needs of the students and staff. The sports committee ensures the availability of sports equipment and monitors the usage of the ground, courts, and indoor games facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

807

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

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

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

00

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

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

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://govtpgcollegebhilai.com/Content/158174_5.1.3.pdf">https://govtpgcollegebhilai.com/Content/158174_5.1.3.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

01

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

197

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

00

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

### 5.3 - Student Participation and Activities

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

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

00

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

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 )

There is an effective representation and continuous engagement of students in different college activities and they are active and vocal participants in college affairs. They work in tandem with teachers and other college functionaries in managing different administrative, academic, co-curricular, and extracurricular activities held around the year in the college.

NSS, NCC, and PG students associations are formed at the beginning of the session to provide them a leadership role in managing the activities of these cells and to mobilize students for active participation in these activities. They are actively involved in planning, arrangement, conduct, and reporting of events organized by these cells. Most of the initiatives and suggestions under the motivating guidance of teacher-in-charges come from these students and after the finalization of the activity, they plan their activities. Their interest in the conduct of events is really appreciated and they involve other students fully in the organization of events.

The volunteers of NSS and NCC are mainstay of organizing different

events and functions by providing logistic support and by maintaining discipline. In the NSS camp, students take part in the decision-making process of running the day-to-day activities of the camp.

Besides this, students are actively engaged in different college activities and are given chance to share their views through various methods. In 2020 large number of students participated in decision making process about reopening of college.

Feedback mechanism, students' grievances cell are other platform for providing students avenues where they can share their opinion about college activities and get amends if required.

File Description	Documents
Paste link for additional information	<a href="https://govtpgcollegebhilai.com/Content/165_174_5.3.2.pdf">https://govtpgcollegebhilai.com/Content/165_174_5.3.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

01

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

### 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

Alumni Association has been registered under society's act. Alumni of college actively participates in decision making process. College Janbhagidari samiti has alumni as members. College Janbhagidari samiti president Shri Nitish Dubey is alumni of college. Alumni members of janbhagidari samiti actively participate in decision making process of infrastructure and other academic development. During last 05 years in coordination of alumni and janbhagidari samiti various development process has been completed. New cycle stand, bus stand waiting shed, help desk, sanitization tunnel and various repairs has been done from alumni members suggestions. Alumni of college Nazrul Islam sanitized college with sanitizing gun. Chairs are donated to college by local ward members with initiative from alumni. Alumni with sports achievements are engaged in training of students of college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is in accordance with the vision and mission statement stating the goals and objectives of the institution. Our College practices a participatory mode of administration with all the stakeholders actively involved in its governance in accordance with the norms set by Department of Higher Education. The Heads of Departments, the Conveners of various Committees & Cells along with the Staff Representatives play an important role in determining various policies of the College and their complete implementation.



There are many Committees for the implement of stated document and these are Carrier and Placement cell, Disciplinary Committee, Grievance Redressal cell, RUSA and UGC Committee, IQAC, Examination cell, library Committee, Sports Committee, cultural and Literacy Committee, Internal Examination Committee, antiragging Committee, etc.

College continuously works for overall development in cultural, sports and entrepreneurship activities. For academic performance, meetings with HOD's /faculty with the Principal are organized. Teaching-progress is continuously monitored by the Principal. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. For entrepreneurship, Carrier oriented trainings and workshops for students are frequently organized and two add-on certificate courses have been introduced this year to improve the employability of students by making them skilled, self-reliant and make them competent in present time.

Various co-curricular activities are conducted during the course of a year, celebration of important days and events and cultural programs organized by different committees, clubs and societies with the aim to enhance the cultural development of the students. Moral values of responsibility, leadership and social empathy are inculcated among the students through various social outreach programs conducted by the NSS, NCC and Red Cross Cell and Women's cell. Students from different cultural, religious and linguistic groups work together on the same platform in different activities to promote bonds of friendship, understanding and cooperation among themselves. Awareness of environmental and ecological issues and understanding the need for sustainable development is generated through a variety of measures like rain water harvesting, Green Audit exercise, tree plantation programs, use of LED lights etc.

The proactive leadership of the Principal ensures the fulfillment of the vision and mission striving to make the institution a place of true learning.

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/171_190_6.1.1%20Naac.pdf">https://www.govtpgcollegebhilai.com/Content/171_190_6.1.1%20Naac.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The Principal of the institution plays a crucial role in managing the administrative as well as academic activities of college and providing necessary directions/guidance to all teaching and administrative staff for the effective implementation various instructions of the Govt. and UGC. Principal delegates different tasks and works to teaching and non teaching staff. For this purpose many committees are formed which ensures the complete and timely implementation of the Govt. Policies and instructions received from time to time from higher authorities. Various committees formed for this purpose are Carrier and placement cell , Disciplinary committee, Scholarship committee, Grievance redressal cell, RUSA and UGC Committee , IQAC, Examination cell, library Committee and sports Committee, Cultural and Literacy Committee, Internal examination Committee, Antiragging Committee, etc.

File Description	Documents
Paste link for additional information	<a href="https://www.govtppgcollegebhilai.com/Content/172_190_6.1.2.pdf">https://www.govtppgcollegebhilai.com/Content/172_190_6.1.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the overall growth of the institution strategic plans must be formulated, communicated, and implemented effectively. The institution chalked out a strategic plan on basis of the perception of requirements of students. Our core team after several discussions and planning, guided by the Mission and Vision of the Institutes Quality Policy, stake holder's expectations, and SWOC analysis framed the Institutions' Strategic Goals.

### Strategic Plan

- Planned to introduce new courses.
- Planned to upgrade existing facilities of classrooms, Laboratories, and ICT.
- Extension activities carried out through various committees.
- Excellence in Teaching and Learning
- Involvement of all Stakeholders of the Institution in Decision-making

- Community Engagement
- Holistic Development of Students.
- Ensuring student's development and participation

**Objectives of Perspective Plan:**

While preparing the present perspective plan, the college has considered the following main objectives

- To ensure top quality standards in higher education
- Developing requisite competencies amongst students of the college
- Inculcating a Value System among the Students
- ICT-based teaching and learning.
- To maintain continuously good academic performance
- To develop and execute effective teaching- learning process
- To encourage research culture in faculty and students
- To develop a comprehensive system of student mentoring and student support and ensure transparency in evaluation process of students
- To empower faculty about emerging trends in their profession for academic advancement.

**Execution of Strategic and perceptive plan :**

1. During last five years college has added 14 new rooms from RUSA grant.
2. College has upgraded infrastructure in library, departments and sports by adding equipment from RUSA grant.
3. Old building maintenance is ongoing for better teaching experience.
4. ICT and smart board facilities has been upgraded. During covid period 100 percent staff is using ICT Tools in teaching.
5. Employable workshop/camps are organised.
6. Continuous internal evaluation is in place.

One Activity based on strategic Plan -

**Enhancement of ICT infrastructure:**

With increasing penetration of ICT tools for improvement of teaching learning process, college was desperately in need of ICT tools to deploy in teaching and overall working of institution. Available IT tools purchased from Janabhagidari and UGC grants were insufficient. For RUSA grant college has strategically prepared proposal to purchase ICT apparatus for college. After budget allotment college has purchased 42 Desktops, 02 Laptops, 2 Smart Boards, Projectors, Printers etc. as per our strategic proposal.

Desktops and printers are distributed to departments, Labs and PGDCA labs for effective implementation of strategic plan. Every faculty now has access to computers, printers and smart boards in college. Working of staff has improved from purchase of IT machines. Students in PGDCA and Mathematics computer labs are using for better learning and curriculum delivery. IT enabled equipment in laboratories has made process of science practical more qualitative.

Evidence of Success of strategic plan during covid Period: After improvement teachers were trained for use of ICT facilities. College effective implementation of strategic plan for ICT upgradation helped teachers to shift to online teaching. All teaching staff made video lectures for students, online annual exam evaluation, sharing of study materials and instructions were made possible due to ICT facility and training.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/173_190_6.2.1.pdf">https://www.govtpgcollegebhilai.com/Content/173_190_6.2.1.pdf</a>
Upload any additional information	No File Uploaded

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

Dr. K.C.B. Government P.G. College, Bhilai-3 follows a transparent functioning of the college system. The way of functioning is well framed according to rules and regulations of the government abiding by any ambiguity. Administrative setup: College has a well-defined setup as sanctioned by the Higher education department. The setup consists of Principals, Professors, Assistant Professors, librarians, Sports officers, Head clerks, Lab technicians and attendants, Clerks, computer operators, peons, etc.

**Principal:** Head of the institution is the Principal who works under the overall supervision of the Department of Higher Education Chhattisgarh. College function on policy guideline of Govt and necessary financial and logistic support is provided by the Secretary and Commissioner of Department of Higher Education, Govt. of Chhattisgarh. **Committees:** Various departmental committees and Janbhagidari Samiti of the college are key decisionmaking bodies to decide about different issues of college under the broader guidelines of the higher authorities. These committees work independently for their allotted work under the overall supervision of the Principal. The Head of Department takes initiative and decisions in consultation with other teachers of the department. **Staff:** The non-teaching staff members consist of a Librarian, Sports officer, Head clerk, Clerk, computer operator, Lab technician and attendant, Peon, etc. Non -Teaching staff has well-defined duties and responsibilities in Govt guidelines. The principal has check and balance authority for the functioning of the office and other non-teaching staff. **Service Policies:** It is at the Higher Govt. level the broader policies are framed and communicated to the college in categorical terms for their effective implementation. The detailed procedural rules and regulations are also decided by the govt. and affiliating universities. The college follows them in letter and spirit to provide a grievance-free effective delivery of service to students. **Appointment:** The appointment of Assistant professors is done by the Public Service Commission of the C.G. UGC regulation. The Service rules of teaching staff are decided by the govt. by the framework of UGC while recruitment and service rule of non-teaching staff is decided solely by govt. of C.G. Thus, there is clear transparent, and efficient administrative set up policies and procedures are visible in the functioning of the college.

**Guest Teachers:** Govt decides the criteria to appoint "Guest Teachers" on fixed payment. For additional help in the teaching process Janbhagidari Samiti of the college has been given the power to appoint lecturers from janbhagidari account. **Policy Implementation:** As Govt institution college has to follow all orders of the Government. Small level policies for routine functioning are formulated by the Principal with help of staff and office. Principal keep humanitarian approach on relevant conditions for conducting his duty as Family head. Procedures Check and balance College functions on set rules and procedures for the functioning of the college. Department of higher education issues directions and guidelines for the functioning of the college. External auditors appointed by higher education analyze any procedural lacuna in functioning and suggest any changes required.

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf">https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf</a>
Link to Organogram of the institution webpage	<a href="https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf">https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The welfare facilities and services provided at the workplace become vital for continuous improvement in the work environment. The Facilities also motivates the employees to give their best. In also improves the overall morale of the employees.

The institution provides various welfare measures for staff which are as follows:

Welfare measures for Teaching Staff:

- Medical Reimbursement facility as per Govt rules. College prepares necessary documents for medical bill reimbursement at earliest possible time.
- Duty leave is given if applicable.

- Medical leave - as per state govt rules, medical leaves are given.
- 10 Days earned leave for teaching staff and 30 days earned leave is granted to non- teaching staff.
- Employee Provident Fund granted as per PF rules.
- Gratuity - applicable to every staff member after 5 years of permanent service.
- Full paid maternity leave - 180 days fully paid maternity leaves to all the female employees.
- Encashment of EL at the end of service - At the time of superannuation of an employee, he/she can encash his/her earned leaves (EL) as per the rules of the Higher Education Department.
- Child care leave- As per state govt rules child care leave is sanctioned to staff.
- Teaching staff in encouraged to participate in FDP, seminar and other professional development activities.

**Welfare measures for Non-Teaching Staff:**

- Medical Reimbursement facility as per Govt rules.
- Festival advance
- Medical leave - as per state govt rules, medical leaves are given.
- Employee Provident Fund granted as per PF rules.
- Gratuity - applicable to every staff member after 5 years of permanent service.
- Full paid maternity leave - 180 days fully paid maternity leaves to all the female employees.
- Encashment of Earned leave at the end of service.
- Salary timely credited to bank account - Every month end.

**Other Facilities to teaching and non-teaching staff**

- RO Water facility.
- Toilet facilities
- Vehicle Parking.
- Facility of part final encashment in case of marriage and in illness.
- Family Benefit scheme.
- Proper disbursement of Government welfare schemes to the employees.
- Loan without interest from their provident Fund.
- Wi-Fi facility

- CCTV camera to ensure safety and security.
- Group Insurance

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

00



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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

19

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

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

The institution follows a Comprehensive Performance Appraisal System established for the appraisal of teaching and non-teaching staff members. Under this system, API forms, CR, feedback from students are collected and analyzed.

Staff Self-Appraisal for teaching and non-teaching staff:

The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are done by Department of Higher Education on the basis of PBAS of UGC Career Advancement Scheme (CAS) linked with API score.

c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which is discussed and analyzed by Principal. Sports officer and Librarian are evaluated according to appraisal system and proforma assigned for the purpose.

The performance appraisal system is annual and is based on the active involvement of the concerned staff members throughout the year. They provide their self inputs with details in a well devised PBAS. Principal assesses and evaluate the performance of all faculties, their work and conduct and finally sent to the higher authority. The Commissioner Higher Education Department Chhattisgarh finally endorses and comments upon the performance appraised report of each faculty.

**Academic Audit:** Every year an academic audit is conducted by IQAC. Academic audit effectively analyze teaching learning and research outcome. Staff is Intimated about their shortfalls/gap if any and advised to improve further.

**Student Feedback:** At the end of session, every year students' feedback is taken to assess the performance of the faculty. Any shortcoming is pointed by Principal for improvement of system.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

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

Our College works strictly in accordance with the financial rules and regulation framed by the Finance Department of the State Government. These rules are the guiding lines for all financial transactions made by the college. There is a system of regular periodic audit of expenditures. The institution conducts internal as well as external audit on regular basis. Internal financial audit is done on by experienced committee for the purpose. External financial audit is done as per the scheduled of the Audit department of Higher Education. Receipts and payment vouchers of transaction are duly checked by the External Auditors after scrutinizing and preparing the income and expenditure statements. State government budget utilization is also audited by state Govt auditors and Central Government grant is audited by Chartered Accountant. College has Janbhagidari fees collected from students and its audit is performed on annual basis by Chartered Accountant. Auditors check the receipts and payments and vouchers and entries in Account Ledger.

Department, Library and sports verification: Internal verification of items in stock registers are verified by committees formed for the purpose. Items eligible to write -off is reported by these committees and written-off is done by following due procedures. Library books are also verified annually by internal committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

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

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

Our being a govt. college the utilization of finances are governed by regulations framed by the finance department of the C.G. Our major source of financial resources Department of Higher Education: Govt of Chhattisgarh sanction grants for salary, conduction of co-curricular and extracurricular activities, up-gradation of infrastructure and laboratories facilities, purchase of library books, the addition of any new infrastructure, and other activities.

RUSA: RUSA plays a key role in the resource mobilization of the college. As per the proposal of the college, RUSA has sanctioned 70 lakhs for the renovation of the old building. Work is under process for the renovation. Janbhagidari Samiti fund: The major chunk of finances is received by the college from student fees in the janbhagidari fund, which is utilized for college development, routine work, maintenance of ICT tools, construction of cycle stand, canteen, and appointment of teachers, etc. Other notable funds are allotted for NCC, NSS, etc. Mobilization of resources: It is insured by the college administration that the mobilized financial resources are optimally used for the desired purpose without any pilferage in a transparent manner. College prepares proposals and strategic plans as per the requirements of the college. It makes it a point that all the transactions must be properly documented. Principal monitors the mobilization of funds with legal factors controlled by the purchase committee. The stock register is maintained in a prescribed format with physical verification done every year. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly. Utilization of resources: 1. College facilities are utilized judiciously as stated in vision mission documents. The college has formulated a resource utilization policy, which is obligatory for all stakeholders. 2. The timetable committee looks after the proper utilization of classrooms and laboratories.

3. The Library Advisory Committee takes care that the resources in

the library are utilized optimally. 4. Cleaning and maintenance are done on regular basis. The old building is being renovated by the RUSA fund sanctioned based on a proposal submitted by the college. 5. Minor repairing work is done all year round. 6. Equipment, ICT tools, and sports gears are utilized as required and periodic maintenance is performed. Green Audit and energy audit has been performed by a registered agency. 7. CCTV system is installed for the safety of the institution. 8. Student parking has been constructed with a CCTV facility for the safety of students' vehicles. 9. For cleanliness and hand on maintenance class four employees are appointed to keep up with resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

IQAC was constituted in the year 2012 and has been the vehicle for assuring the quality outcomes in every aspect of the student's education.

Various IQAC initiatives are described below.

### 1. Improved teaching - learning processes in the system.

One of the objectives of the IQAC has been the thrust to improve the teaching - learning process in the system. In this direction, through the IQAC the following have been achieved.

Class rooms have been made ICT ready so that the teachers adapt to the modern pedagogic

tools. After this has been floated, many teachers have been using the PPT/audio - visual approach. Internet connection in the departments has been found very effective in the curriculum delivery using ICT.

A new computer PGDCA laboratory has been constructed in the second floor for teaching learning Process. New green ceramic boards have been installed in all class rooms to facilitate a smooth writing

experience and enhance the quality of board work of teachers.

Several invited lectures have been conducted for the benefit of teachers and students. Several Webinars were conducted during the Covid pandemic. Teachers are suggested to fill the necessary details in the Performance Based Appraisal System forms as per the UGC guidelines.

During covid-19 period teachers were motivated to use IT tools in teaching learning process and 100 percent teachers are using IT tools for learning and the process is institutionalized for

improvement of teaching learning process.

## 2. Feedback and academic audit for improvement:

IQAC has significantly contributed in quality initiative through feedback process. Students are motivated to express their analysis of functioning of college. Feedback process is offline and online, also available in college website. Feedback from all stakeholders is collected and analysed for improvements. Feedback suggestion received from stakeholders are summarized and presented before principal for discussion. Proper steps are initiated for any improvements. Action taken report is prepared and available in website.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

IQAC has developed a system of a regular monitoring system for the learning process and outcome through the Teaching-learning Process and Evaluation of teachers by students Teaching-learning Process IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation that are proven over the years are being followed. Academic Calendar: Based on the University Academic Calendar the Institute schedules the academic calendar well in advance at the start of the year with ample time

frame for the regular teaching-learning process and to accommodate the various events like seminar/ guest lecture/ workshops/Hands-on series and many more. Preparation of lesson plan for each Semester: The faculty members prepare the lesson plan for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships Daily lecture Record.

Evaluation of teachers by students: The institution has a feedback system to evaluate the teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. The principal monitors the feedback system and takes appropriate corrective actions. The following incremental improvements support teaching-learning quality Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations and providing Question banks of various subjects to the students from the library.

- New students parking have started working.
- A new computer lab in Mathematics has been initiated with 10 computers.
- Renovation work proposal of 70 Lakhs for old building block has been sanctioned and work has been started.
- Effective internal examination and evaluation systems: Institute maintains an effective periodic internal examination and evaluation system. Repeated internal evaluation helps students to identify their weaknesses and strength.
- Institute has the provision of analysis of students' performance after the announcement of their semester results. If the students' result in a subject is not found up to the mark, teachers motivate students for improvement.
- The internal evaluation system is robust. Internal valuation is done through written tests, discussions, and class monitoring.
- As per the university directive, ten percent marks of internal evaluation are mandatory and added in final results. Students are notified through the website, college notice boards, classroom announcements, and relative Whatsapp group.
- Absent students are given another chance to participate in a half-yearly exam.
- Students' learning process is enhanced by unit tests and half-yearly examinations.

Through these evaluations, students are in constant contact with teachers which helps them to perform better.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.govtpgcollegebhilai.com/NAAC.aspx?page=IQAC%20%E2%80%93%20Minutes%20of%20Meeting&amp;topicid=153">https://www.govtpgcollegebhilai.com/NAAC.aspx?page=IQAC%20%E2%80%93%20Minutes%20of%20Meeting&amp;topicid=153</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Our college, a co-education institution having nearly 70% girl students from nearby village areas in various programmes. The college is regularly concerned towards gender equality of its students and always tries to augment different facilities available for them. Security and safety of our students are the foremost concern for us. Different committees includes, Student's Grievance cell, Antiragging



, Discipline committee and Women cell and sexual harassment cell are working as per guidelines of Government for the redressal of any issue of students or female staff. Complaint/grievance system is online in college web site and offline mode through complaint box. International Women's Day is celebrated annually on 8th March. AIDS Awareness Day/Workshop arranged annually in the College campus on 1st December.

File Description	Documents
Annual gender sensitization action plan	<a href="https://govtpgcollegebhilai.com/Content/187191_new%20new7.1.1%20Naac.pdf">https://govtpgcollegebhilai.com/Content/187191_new%20new7.1.1%20Naac.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://govtpgcollegebhilai.com/Content/187191_new%20new7.1.1%20Naac.pdf">https://govtpgcollegebhilai.com/Content/187191_new%20new7.1.1%20Naac.pdf</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

There is a set system for waste disposal in the college. Solid waste management: For the collection of waste, floor-wise separate bins are kept. The solid waste is generated during routine activities carried out in the College including waste paper is collected. A lot of fallen leaves in the ground are collected and put in a large pit converting it to compost. The manure so produced is used in flower pots in college. Liquid waste management: College has a concealed sewage system comprising underground septic tanks made of concrete. Water waste pipe from the RO filter is opened to plants for

recycling purposes. The college has a rainwater harvesting facility for proper utilization of water. Biomedical waste management: Our College has the majority of girls students and Major biomedical waste generated on daily basis is used sanitary pads. The used sanitary pads are disposed of by using the incinerator facility available in the College. E-waste management: Old/obsolete Computer systems, irreparable cartridges, etc. generated by electronic equipment such as Computers, Printers, Fax, and Photocopy machines are stored properly. Due to govt directive, the College principal has limited power to write off old and irreparable items. The item has to be physically stored. The e-waste generated from hardware that cannot be reused or recycled is collected at the marked location designated for 'E-waste' inside the Campus. The cartridges of printers are refilled and reused on campus. UPS Batteries are repaired by the vendor and reused. Hazardous chemical and radioactive waste management: The College neither has the requisite license nor handles any sort of hazardous chemical or radioactive material. In this way, the college administration follows optimum waste management practices in its resources and effectively manages different types of waste without adding to environmental pollution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **B. Any 3 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

#### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

A. Any 4 or all of the above

5.

**Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies of**  
**reading material, screen reading**

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

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

One of the objectives of the College is to inculcate moral and social values in young minds. It provides an equitable, rational, fair, and encouraging environment for students to grow to the full of their capacity. The equitable educational environment provided by the college helps boys and girls to develop themselves in a very healthy environment. The college administration is extra vigilant to provide a safe and secure environment to girl students. The Women Cell, the Anti Sexual Harassment Committee, NSS, and NCC units are working hard in organizing awareness programs about different feminine issues. The gender-based issues are also taught. Through NSS and NCC activities, students are made aware of social work and they imbibe the value of togetherness, social amity, and teamwork. The respective diversities get melted while doing different group tasks. The students who are involved in such activities are socialized to work in a group for societal welfare.

Under EBSB (EK BHARAT SHRESTHA BHARAT) College has paired with Govt College Nawasari for culture exchange. The college has organized several programs for awareness of Gujrati culture among students. Some programs in Chhattisgarhi are organized for Govt College Nawasari for online culture exchange. For the social moral and cultural development of students as well as inculcating universal values of Vasudeva cutumbkam College regularly organizes cultural activities, motivational talks, drama plays in College. Students and staff enthusiastically participate in such activities in large numbers and get inspired to contribute to society

personally.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution is committed to sensitize its students and employees about the values, rights, duties and responsibilities as envisaged in the constitution. There is regular celebration of the Independence Day and the Republic Day every year with the wide participation of staff and students to remind ourselves about the sacrifices made by our freedom fighters in the National Movement. Besides this Constitution Day, Human Rights Day, Hindi Diwas, Birth anniversaries of different national leaders and other such occasions are instrumental in sensitizing students and staff about the constitutional values of India. The College organizes different gender related programmes reinforcing among students the equitable rights given in the constitution. Teacher's day is celebrated in memory of Dr S. Radhakrishnan. Different activities by NCC and NSS cadets throughout the year inspire students for community service and leadership traits.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf">https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf</a>
Any other relevant information	<a href="https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf">https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf</a>

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

**B. Any 3 of the above**

**teachers, administrators and other staff 4.**  
**Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Our Institution celebrates and organises various national and international commemorative days, events and festivals to inculcate the spirit and essence of Day among the learners. Republic day/Independence Day, Dr.Khoob Chand Baghel Jayanti ( Dr Khoob Chand Baghel is freedom fighter of this region. He was ardent follower of local chhattisagrhi culture. Our college has been named in his memory to salute his contribution towards freedom struggle) ,Yoga day, Teacher's day, Hindi Diwas Celebration , Gandhi Jayanti ,Shakespeare day,Earth day,National reading day, Mathematics day, World heritage day,Constitution Day (Samvidhan Divas), NCC Day, National Youth Day(To mark birth anniversary of Swami Vivekananda),Basant Panchmi, Women's day and Science day and World Environment day are celebrated with full zeal and enthusiasm.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

Best Practice: 1

Title of the Practice: Women Empowerment

Objectives of the Practice: It has been obtained from the profile of students joining various courses of the college that many students are coming from rural areas with low economic background. Their parents are unable to provide the 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 counseling to girl students to make them self-dependent.
- To increase awareness of women's rights among girl students to make them confident.
- To promote 'gender equality among the students.

Context: The expected outcome of this best practice is that girl students will be empowered to face social, economic, and career-related challenges. They will be aware to counter women's harassment. A girl student in college comes from a low economic background so there is a need to help them with soft skills and improve their chances for a better future. In this context, the institute decided to make efforts for women's empowerment.

Practice: Discussions with stakeholders and staff institute selected core areas of the process.

1. Soft skill training
2. Workshops and training programs like cooking classes, dress designing classes, beauty parlor courses, cloth dyeing.
3. Career counseling workshops
4. Simple skill like rangoli Mehandi.
5. Awareness for women's rights.
6. Creating an environment through awareness programs 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. These skills can help girls in process of entrepreneurship. These skills are simple to learn cost-effectively and can be managed by the institute. Skill training is being organized regularly in the institute. Workshops range from 1 day to seven days. Skill learning is better in group discussions and students are given every chance for queries to satisfy. The beauty parlor workshop is organized by Ku Maninder Kaur who runs a beauty Parlor shop in the vicinity. Students can contact her at any time for suggestions. Career counseling sessions are given by external trainers.

3 days EAC Entrepreneurship Awareness Camps are organized by CITCON Chhattisgarh Industrial and Technical consultancy Raipur (CG). In these EAC camps, students learn elements of entrepreneurship, new opportunities for startups, and communication skills. CITCON offers business project proposals for startups. Programs on awareness of women's rights are organized. Students come from a low economic background

backgrounds and they do not have awareness of legal rights or women's 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-around improvement programs. The learning process with experience is a successful idea for girl students. Due to a lack of facilities colleges cannot accommodate all aspiring students. All stakeholders are satisfied and learned skills are utilized in any aspect of life. These skills are like a treasure to students and they can use these skills at any point in life.

Problems Encountered and Resources Required: Implementation of the annual plan and its monitoring has become a tough task given the tight academic schedule. Organizing various programs during working hours, sometimes, has led to sacrificing the classwork. The college has limited resources and a small kitchen in the Home Science department; which makes it difficult to accommodate students. Being Govt institute finance for trainers and resources is difficult to obtain. Students are in the adolescent stage and they sometimes do not understand the values of soft skills and training. The college



has to overcome this hurdle by explaining its benefits.

#### Best Practice 2:

Local Culture Promotion Back to roots. 'Jambo badhabo'

Object: With modernization, our future generation is drifting away from our roots. Due to busy schedules, our generation finds a lack of time and enthusiasm to acquaint themselves with cultures. Our local Chhattisgarhi culture is rich in heritage and with a vision to promote local culture objectives of best practice areas:

1. To increase awareness of local Chhattisgarhi culture.
2. To train them in local dance and music forms.
3. To promote the local language by organizing competitions.

The expected outcome of this best practice is students will be acquainted with the Chhattisgarhi culture and they will be ambassadors of culture through generations.

Context: In the time of social media and the education system students are forgetting our local Chhattisgarhi dance, food, language, heritage, and important persons. This lacking is prompted us to add these elements to our thrust area. We observe that local students know the average local Chhattisgarhi language but their knowledge is limited to that extent. As an educational institute with an obligation to society, we decided on some core areas for promotion. Some students from villages are well versed in some areas of culture and some students are part of dance performance teams. Institute has decided to take their help in this cause. After discussions institute found that Dr.KhoobChand Baghel is a widely respected freedom fighter, poet, and doctor in this area, so we decided to project him as inspiration to promote local culture. The earlier scope of this practice is centered around Rang Jhanjhar a stage formed for promotion. No scope had been broadened.

#### Practice:

Institute is organizing programs in various filed to promote local

culture and heritage. Students connect with extracurricular activity and Chhattisgarhi plays and dance is a prominent part of any activity. At annual functions, the local language dance form Panthi is very popular among students where students circle a burning lamp and perform dance activities. A stage Rang Jhanjhar is formed for the promotion of culture. Local culture programs are organized during this stage. Pottery making, local dressing, and rangoli art are promoted in their programs.

Dr. KhoobChand Baghel Jayanti is organized with local participation. Institute makes him a symbol of local identity. Students connect him as the bearer of local culture. The Statue of Dr. KhoobChand Baghel is placed at the entrance of the college and in Chhattisgarh, the foundation day program is organized in his memory. These programs help students to identify with local cultures. College magazine accommodates local food items.

Home science departments in their programs run courses on local food preparation.

**Problems Encountered:** Being a Govt institute fund management for this practice is a difficult task. Some departments expend money from their allotted budget. Some budget is complemented by the annual function budget. Students were not willing to join awareness programs as they do not have to feel the basic idea of protecting culture. Teachers have to explain to them the concept and requirements of the problem.

**Evidence of Success:** Students participate regularly in programs related to Chhattisgarh. Students' concepts are changing. Students now know about culture and traditions. On special occasions, students dress in local ethnic culture and relate themselves. Cultural awareness is increasing and this is the success of the best practice. Locals gather every year in college to commemorate Dr. Khoob Chand Baghel on whom the college is named.

File Description	Documents
Best practices in the Institutional website	<a href="https://govtpgcollegebhilai.com/NAAC.aspx?page=Best%20Practices">https://govtpgcollegebhilai.com/NAAC.aspx?page=Best%20Practices</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

Our college has 70% of girls student, which brings a lot of responsibility and commitment on our part in shaping their future and turning them as empowered citizen and we proudly take this strength as our thrust area.

**Making daughters stronger:** Our aim is to bring the girl students into the mainstream of Higher Education.

With this mission statement, Our College caters to girl students of nearby villages and accordingly, we provide various opportunities to our girl students to participate actively in extracurricular and extension activities.

- Through NSS, NCC and career counseling cell, girl students are continuously getting opportunities to develop their academics, professional skills.
- Our College frequently organizes women empowerment programs. Special health related Seminars, legal rights, workshops and health checkup camps have regularly been organized in the college.
- Every year students (girls and boys) got selected in University, State and inter university team.
- Our institute focuses on Entrepreneur Skill Development. The college organizes the women empowerment programs to groom them to become self-reliant and confident.
  
- Our girls actively participated in Rallies, awareness programs of ecological concerns, blood donation camps, thus strengthening the bond with society.
- Girl students outperform in many fields and in academics girls outperform and have secured regular positions in university merit list.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

College prepares its own academic calendar in accordance with the Academic Calendar issued by the department of Higher Education. The college adheres to the academic calendar in the best possible manner. Students are notified of the academic calendar from the beginning of the academic session.

The teaching-learning process schedule revolves around the academic calendar. The implementation of the teaching plan and lecture notes are supervised regularly by the Principal. A register is maintained in the principal chamber notifying the percentage progress of the syllabus. To ensure micro-level teaching-learning execution, an academic diary plays a very significant role. Progress of syllabus in teaching diary is monitored and signed by Principal. The college conducts the unit test, home assignments and half-yearly exam, classroom presentation, PPTs, seminars, group discussions, and question answers in the class for evaluation of the students. Students' half-yearly marks are added to the annual result, thus strengthening the continuous evaluation process.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.govtpgcollegebhilai.com/Content/98_170_1.1.1%20NAAC_compressed%20(1).pdf">https://www.govtpgcollegebhilai.com/Content/98_170_1.1.1%20NAAC_compressed%20(1).pdf</a>

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

Academic Calendar is prepared by the Higher Education Department of CG state. College prepares its own academic calendar in accordance with this calendar. The academic calendar is available on the website of the college. The academic calendar incorporates important activities of college i.e. exams, sports, extracurricular activities, etc. Class wise teaching timetable is displayed on the notice board of the College. A Month-wise

teaching plan is prepared for each Course and Paper of all the UG & PG classes. Fortimely completion of syllabus, Guest Lecturers are appointed by the College. Induction programs are organized for new students to help them understand the rules, regulations, and functioning of the college. Syllabus completion is monitored by the Principal. The regular staff meeting is held to discuss course completion. During the pandemic period classes were organized in online mode. College also encourages other effective curriculum delivery by E-Learning, experiential learning, and participative learning.

During Covid 19 Internal evaluation in offline mode was affected and online internal evaluation was brought in place. Students were evaluated on the basis of online classes, seminars, and exams. During the lockdown period, all activities including exams were conducted in online mode. U tube videos were prepared by the teachers and shared to the students and links were also given in the website of the college. Classes /seminars /discussion and counseling was done online. Students submitted open book exam answer sheets ( pdf ) through email. college website and WhatsApp groups of students of all classes helped to maintain an academic calendar throughout the year.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.govtpgcollegebhilai.com/Content/99_170_1.1.2%20new.pdf">https://www.govtpgcollegebhilai.com/Content/99_170_1.1.2%20new.pdf</a>

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

339

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

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

Our Institution follow Curriculum of Hemchand Yadav University Durg. Prescribed syllabus has elements of crosscutting issues to sensitize students on various issues. College vision and mission documents reiterates our objective to make responsible human beings. Issues relating to Moral Values, Human Values, Professional Ethics, Ethical Values Gender Equality, Environmental Awareness are inseparable part of our curriculum.

Issues related with environment and environmental sustainability are manifestly integrated into curriculum. Teacher integrates these values in curriculum as part of teaching learning process. Institute organizes activities related to these core cutting issues

1. Gender Issues: Reservation policies, constitutional provisions especially for women, visit to court is covered in Political Science. Sex ratio, Education of child, mortality rate, flood, urbanization and modernization is practically exhibited through sociology. In Hindi, English literature gender issues, and human values are portrayed in poetry, drama, novels and stories of Premchand, Mahadevi Verma.
2. Environmental issues: Environmental studies is compulsory subject in BA/BSc/BCom level. A detailed report on various environmental issues has to be prepared for evaluation in environmental studies subject. Environmental concerns are also part of Botany syllabus. The syllabus helps students to learn ecosystem and environmental factors like global warming and prevailing environmental laws.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

8

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

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

764

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above



<b>from the following stakeholders Students Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="https://www.govtpgcollegebhilai.com/#">https://www.govtpgcollegebhilai.com/#</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>B. Feedback collected, analyzed and action has been taken</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://govtpgcollegebhilai.com/Content/108_170_feedback%20all%20final%20202021.pdf">https://govtpgcollegebhilai.com/Content/108_170_feedback%20all%20final%20202021.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
2375	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
321	

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The College is located to cater to semiurban and village students. Most students come from deprived societies and need special attention. The learning levels of students are assessed through the internal tests, assignments, and interactions during the regular classroom sessions.

Induction programmes are organized for the freshers in the UG departments.

The advanced and slow learners are identified at regular intervals by the following strategies.

The learning levels of students are at regular intervals through individual class responses, group discussions, presentations by the students, observing the students during laboratory practicals, performances during unit tests and previous exams results.

Students are motivated and opportunities are provided to them to gain experience through Industrial visits, educational trips, Seminars, Guest lectures, Workshops and quizzes are arranged for overall development of their skills.

### Slow learners

The Department of English organizes "Proficiency in English" classes for all UG students with a special focus on Hindi medium students to cope with the course. Lecture notes/course materials and reference books are also given to the slow learners. Group Study System is also encouraged with the help of the advanced learners.

Students are encouraged to clear their doubts in the class and after the class. Peer teaching is encouraged where high achievers help the low achievers in their field of study.

Slow learners are identified, doubts are cleared, and difficult portions are re-taught through tutorials. The Career Counselling Cell, Placement Cell, etc. guide students in matters related to academics and career. Lectures and workshops on different subjects/topics are organized to learn to handle day to day stress during the academic session of their studies.

#### Strategies for the advanced learners

- Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement.
- Provision of additional learning and reference material

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/111_171_2.2.1.pdf">https://www.govtpgcollegebhilai.com/Content/111_171_2.2.1.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
2375	25

File Description	Documents
Any additional information	<a href="#">View File</a>

#### 2.3 - Teaching- Learning Process

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

The college teachers believe in free and conducive teaching-learning environment and the students are not the passive learners but they are actively involved in learning process. The teachers assess the needs and aptitude of students and guide them accordingly.

The core competency of students is developed by combining theoretical knowledge with practical experimentation, field studies, project works, interactive seminars and role plays.

**Experiential Learning:** The experimental learning is the integral

part of the studies in the college. For all science courses, namely, Physics, Zoology, Botany, Chemistry, Computer Science, Mathematics, the practicals are the integral part of the syllabus. The faculty members promote learning by engaging the learners in rich content of teaching through experience, teaching through demonstration, videos, project development, and student seminar presentation.

Students in the group of 30-40 students learn through experimentation under the expert guidance of teachers in well-equipped labs. PGDCA department conducts different courses for students to learn the nuances of e-knowledge. English Language Lab provides exposure to students in pronunciation through language learning software. History department conducts tour to historical places to gather hands-on experience of history and archeological knowledge.

#### Participative learning

Participative learning guides the teaching activities in the college and students are involved at different levels in study related activities. Students are made well aware of syllabus planning through lesson plans and the teachers incorporate their suggestions in the making of plans for subsequent semesters. Students are informed about the standard reference books or study material and are given notes and handouts so that the discussions in the class will involve students to the maximum. The learning assignments and seminar topics are decided with the active involvement of students and these are so planned that students will be comfortable and well informed while appearing for semester examination. The oral presentation in seminars, group discussions, asking of questions and involvement of students in these activities ensure dynamic participation in learning activities.

**Interactive lecture method:** The faculty members make learning interactive with learners by encouraging learners to partake in group discussions, subject quizzes, discussion and questions and answers on related subjects.

**Group Learning Method:** Group Learning encourages the learners to develop problem solving abilities, technical abilities, Solution Analyses, etc. and to ensure quality in the learning process. Group and participative learning is prominent in NSS camps, where students take all decisions regarding daily activity with discussions in group.

**Problem Solving:** Problem solving approach is followed in college. In Commerce and mathematics department problem solving approach is predominant teaching methodology. In PGDCA students are motivated to perform computer related problems. In NSS camps students are motivated to overcome day to day camp management problems. Problem solving approach gives students to think and act approach.

The involved exposure of students to the experimentation in their respective courses, the detailed discussion with them about the practicalities of the respective fields of studies, their involvement in problem solving exercises, the role playing exercises and the frequent opportunities given to them to answer queries raised by teachers are some of the mentionable student centric problem solving methodologies adopted by the college which will prepare them to face practical problems by learned behavior and improvisation.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The institution has always aimed to encourage involvement of innovation, creative and novel pedagogical techniques. Teachers use ICT enabled devices, e-learning resources, online classrooms, and online video lectures for effective and student-centric teaching and learning.

The college transformed some of the classrooms, located in different buildings within the campus, to e-Classrooms by installing ICT tools like interactive projectors, internet connectivity through LAN.

Several teaching material and question papers are uploaded in college website. Teaching content is also disseminated by allteachers through the WhatsApp group of students. Teaching Content developed by the teachers has been uploaded on cgschool.com and u-tube.

The following strategies, facilities and pedagogical techniques

have been implemented for the effective use of ICT tools in teaching-learning:

- The institution promotes the teaching-learning process by effective use of PPT's, LCD projectors, interactive projectors and modern instruments/equipment's in the laboratories.
- The college provides computers, internet connectivity and other ICT facilities for effective teaching-learning to the learners and teachers.
- The college has established language lab enriching English language competencies among the students.
- College organizes hands on training and workshops on familiarization, customary and expertise usage and handling the issues related to ICT tools.
- Students are motivated to share their doubts and queries through WhatsApp and online platform.
- Departments have equipped with computers, printers and LAN facility for better ICT learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

**2.3.3.1 - Number of mentors**

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

13

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

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

333

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

College organizes class tests, home assignments, internal exams and model exams according to Hemchand Yadav University calendar. Schedule of Internal examinations are notified in advance to students of UG and PG. Internal examination for UG students includes unit test, half yearly exam. For PG students unit tests, seminar and sessional exams are regularly organized. Internal marks are uploaded in University website for inclusion in final results.

The Examination Committee of the College manages the frequency and mode of internal assessments.

College completely adopts University examination procedure. In UG programmes, annual examination pattern is adopted. Half yearly exams are arranged in the month of December / January and 10 % of the marks obtained in this exam are added to the final scores obtained in annual exams.

At PG level, College has semester system in which there is an internal assessment of 20 marks which is comprised of written tests and assignment topic presentations.

There is Examination Committee and the question papers are set strictly as per the university examination pattern. The internal exams are conducted in a centralized manner by the examination committee. The question papers are prepared, collected, sorted, and kept under control of the committee.

During covid-19 exams were conducted in online mode. Students belong to rural areas were briefed for converting assignments into pdf files.



File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

Internal/external examinations related grievances are completely transparent, time bound and efficient because all the internal examinations are conducted adhering to the norms and regulations of Hemchand Yadav University, Durg. College's Internal Assessment Committee chaired by the Principal assures the effective implementation of the evaluation method.

- Question papers for internal examinations are prepared very confidentially by the subject teacher and the time table for internal examination are prepared by the College committee and notified on the notice board at least one week before the commencement of examination.
- Internal examinations are conducted in a fair manner. The invigilators are directed to record the attendance at the time of examination. Finalized scores are then uploaded to the University website.
- The answer sheets are evaluated with utmost care and confidentiality.
- Grievances of students with regards to the internal exam is addressed by the subject teacher and HOD at the department level.
- If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents.
- College's Internal Assessment Committee addresses to student's grievance regarding evaluation for objective and effective redressal at college level.
- In external examination matters, the Exam section deals with students' grievances which are generally related with the conduct of examination and declaration of result by the affiliating university. For this, the Exam section remains in constant contact with the university and the student's grievances /representations are sent expeditiously to the University for Rectification.
- Student grievances regarding correction of subjects and

other minor corrections are managed at college level and university is notified.

- For university examinations, flying squad constituted by the university make surprise checks in the examination hall to prevent malpractices during examinations
- The students are guided to apply for revaluation and re-totaling of marks.
- In case of any grievance's students can file RTI in exam related matter.

**Covid-19 Exam grievances:** During Covid-19 period students were given extra support for any query and grievances. Students' problems in online submission were resolved by special online instructions. Some students reported result withheld and showing absent even after submitting answer sheets. These grievances were resolved by communicating with university.

Students are given maximum support in Internal / External and so that their exam related grievances can be redressed efficiently and in time bound manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the

teachers and students

- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and staff meeting.
- The students are also made aware of the same through

**Tutorial meetings.**

Students are briefed about learning outcomes in the induction programs. Students are encouraged to review learning outcomes. The syllabus depicting the learning objectives is readily available for students and teachers on college website and college library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.govtpgcollegebhilai.com/student_section.aspx?page=Program%20Outcome#107">https://www.govtpgcollegebhilai.com/student_section.aspx?page=Program%20Outcome#107</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

We evaluated the attainment of Programme outcomes, programme specific outcomes and course outcomes during the year through class tests, assignment, presentation, half yearly examination, annual examination (theory and practical) and semester exams for PG courses by University. The final result of the students also gives an idea of achievement of programme outcomes by the students.

These outcomes are also evaluated by the feedback got by the students, the parents, the teachers, the employees and the alumni.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

**2.6.3 - Pass percentage of Students during the year****2.6.3.1 - Total number of final year students who passed the university examination during the year**

724

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

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

[https://govtpgcollegebhilai.com/Content/124\\_171\\_Student%20Satisfaction%20Survey%20Session%202021%20final.pdf](https://govtpgcollegebhilai.com/Content/124_171_Student%20Satisfaction%20Survey%20Session%202021%20final.pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

Nil

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

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

##### 3.1.2.1 - Number of teachers recognized as research guides

02

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

In our college, the teachers take keen interest in providing students with exhaustive knowledge and making them self-reliant in their chosen subjects. The capabilities of students are sharpened by ensuring the involved class participation, scholarly presentations, explorative query sessions, and friendly counseling. The teachers talk to students about the practical aspects of syllabi-related topics and create situations where students can improvise and get a feel of real conditions. NSS units, NCC units work in unison in the creative environment of camp and learn and transfer their acquired knowledge for the betterment of society.

Thus, an environment for innovations helps in grooming students to think rationally, innovatively, and creatively to develop their own systematic understanding and to add new dimensions to learning. Students too are motivated to undertake interdisciplinary research work, thus allowing them opportunities

to gain experiential learning and to build a strong academic foundation. enhance research quality and professional ethics. Blended teaching-learning methods that employ both ICT and traditional classroom practices make learning more effective.

The Physical Education department creates an environment of learning and transfer of knowledge. Ex-students having expertise in sports train college students in various activities and transfer acquired knowledge to them, which is also reflected in sports achievements. Quizzes, webinars, workshopshave been conducted to motivate and empower students with entrepreneurial skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

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

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	<a href="https://govtpgcollegebhilai.com/Content/132_172_2.4.2filled%20new.pdf">https://govtpgcollegebhilai.com/Content/132_172_2.4.2filled%20new.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

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

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

01

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

With a view of better neighborhoods, the college regularly

organizes programs for awareness on social issues, wherein NCC, NSS, and Youth red cross work in unison for this cause.

Women safety, women welfare, environmental protection and hygiene, beti bachao beti badhao programs are organised NSS activities make the students aware about their social responsibilities towards, family, society and Nation. Plantation, Yoga, Voter Awareness, Traffic rules and protection are other activities that contribute a lot for social welfare.

Learning outcomes of these activities: 1. Increase the knowledge of societal issues and problems and to search solution by getting involved with their lives. 2. Build up relation and tie up with locals to carry forward humanitarian work in future. 3. Develop skill and aptitude for problem solving and other skills like communication skills, management skills, leadership skills, analytic skills, perceptual skills etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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



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

20

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

518

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

01

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

## 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.

College has currently sufficient infrastructure for teaching learning purpose. We have 02 ICT enabled smart class and 7 ICT enabled laboratories. 10 class rooms for purely teaching purpose and 8 PG department rooms with PG teaching facility.

Spacious seating arrangements in classrooms with the qualitative furniture. Cleanliness, light and ventilation facilities are maintained in the classroom. Sports facility - Spacious ground, Gymnasium, Sports equipment. Laboratories: Physics, Chemistry, Zoology, Botany, Home Science, Two Computer Laboratories and English language lab.

We have well established library with 23470 books , 694 reference and 19950 (N-List) online books and 18 magazine. Library has subscription of N-List. Library is automated through soul 3.0 software. For proper utilization of library, days and classroom are fixed for issuing of books. Library has well established reading room for reading.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The Institute has adequate facilities for cultural activities, sports, games (Indoor and outdoor), gymnasium etc.. This has reflected in many awards and medals for students in sports and cultural activity. Sports Facilities: Sports department is integral and vital part of college life of students. Our college is committed to provide sport facility , both indoor and outdoor to our students. Indoor Sports facilities include gym machine, chess, badminton, table tennis, kabaddi, weight lifting, carrom boards etc. and Outdoor games includes Cricket, Vollywall, softball, kho-kho, Handball, Kabaddi, javelin throw, shotput throw for boys and girls. College has 13.12 acres land in possession, having ample space for sports ground. College has separate sports department, gym and construction of mini court for badminton is almost completed.

Annual sports activity is organised as per calendar in December month every year. Students participate with enthusiasm in these activities. Our student Deepak kumar class BA-III has been selected in India team. A Badminton hall with wooden floor, seating, changing room with toilet is being constructed from funds received from CG Govt . Every year 10-15 students are selected to represent University team.

Our college has enough activity infrastructure for cultural training and programs. Open stage has been constructed for cultural programs and annual function. Small cultural competitions like vocal and dance is organised in college hall.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

16

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

118.93

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The central library of college was established with the college in 1984, since the library has made consistent progress in terms

of collection of books, e-resources and services. The Library is the knowledge hub of our college. It reflects the institute's commitment to providing the best possible library and information services to its academic community of faculty members, students and staff members. It is a major resource for art, science, commerce, and allied subject's information in this part of the world and has a tremendous collection of both printed and digital resources. The Library has been continuing its mission of facilitating the creation of new knowledge through the procurement, retrieval, preservation, organization and dissemination of different resources.

Library is having separate library webpage collaborated with college website to update the happenings and new things we do on regular basis. Library conducts user orientation for 1st year students. To promote library awareness among students we have conducted E-quiz on "library awareness" and provided them E-certificate and we give the title of "reader of the month" to the students so that they can get motivated. The library has been continuing its mission of facilitating the creation of new knowledge through the procurement, retrieval, preservation, organization and dissemination of different resources. According to the current scenario we are going to the way of Library Automation through Software of University Library 2.0 (SOUL 3.0), more than 15000 Books are put-up in SOUL 3.0 database and bar-coded accordingly.

Borrowing time of Library is 10:30 AM to 5:30 PM. Library facilities two type of membership Regular Membership for all Under Graduate Students and Book Bank Membership for ST, SC and BPL Students. Both Kinds of membership forms are available in our college website. Through our College website Library Section Tab students and all other user can provide Feedback and necessary suggestions for better Library Services.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="https://www.govtpgcollegebhilai.com/Content/147_173_4.2.1.pdf">https://www.govtpgcollegebhilai.com/Content/147_173_4.2.1.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-**

**A. Any 4 or more of the above**

<b>books Databases Remote access toe-resources</b>	
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
394900	
File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
9	
File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
College has computer committee of members with related knowledge. This committee suggests any updation / improvement/ repair of	

existing facility. Currently college has approximate 50 computers. IT facilities have been updated on regular basis. New IT equipment has been purchased as per the requirements. Institute tries to provide updated technologies to staff and students for efficient functioning. Extensive infrastructure has been setup during the last five years

Two Broadband facilities connects various departments, Labs, Office, PGDCA labs and library. LAN is available in office, departments, laboratories and library. College updates its internet facility as per requirement and budget. More than 40 desktops have been added from RUSA grant to create new laboratories and to replace legacy systems. These systems range from Intel i3 to i5 based systems. Desktop Computers and Significant investment has been made to upgrade classrooms to e-classrooms/smart classrooms. The institute has 4 smart classrooms for better teaching learning process. Office is well equipped with internet, desktop, scanners, printers and photocopiers. Power back-up is provided in Office, principal chamber and PGDCA lab for proper functioning. The college website is monitored and updated from time to time by the IQAC cell of the college. The maintenance of computer, Internet Wi-Fi networking, installation of software and maintenance and up gradation of hardware is done by contract basis selected by open tender. Maintenance and up-gradation is done from time to time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

#### 4.29

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

There is a well-established system in the college for the optimum use of available infrastructure and its regular maintenance. Different committees are formed in college for efficient utilization and maintenance of facilities. Financial obligations for maintenance are met by Janbhagidari Samiti's sanction.

**Library:** Laboratory books are cataloged by subjects and almirah. Termite treatment is done at regular intervals and a system of written off old, outdated, and torn books. CCTV is installed in the library for the safety of books from theft. Stock verification is done as a part of regular monitoring and control.

**Laboratories** There is a good infrastructure of laboratories in the college and there are separate labs in each department where practicals are part of the prescribed syllabus. These labs are well equipped with necessary experimental facilities.



**Sports Complex:** College has well-established sports facilities which are properly and efficiently utilized. Students are motivated to use available sports gear and ground for training and practice. The sports ground is maintained before the sports session.

**CCTV Surveillance:** Due to the lack of boundary wall CCTV is an important tool to administer premises safety. CCTV cameras are regularly increased as per requirement.

**Other Support Facilities:**

There are many other support facilities in the college, namely, a fully smart board-equipped reading room cum hall for small gatherings.

- Housekeeping for regular cleanliness of corridors, washrooms, classrooms, laboratories, and premises is done by college staff
- Sanitizing of washrooms is done on regular basis.
- Clean and hygienic RO drinking water are available in the Institute. Water coolers are maintained and cleaned on regular basis.
- Overhead water tanks and water coolers are cleaned periodically.
- Sports facilities are maintained by the sports committee and the menial staff. The below-mentioned points are inspected before the start of every semester.
- Office staff inspects the facilities like toilets, classrooms, corridors for the need of maintenance.
- Library committee collects specific needs of the students and staff. The sports committee ensures the availability of sports equipment and monitors the usage of the ground, courts, and indoor games facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

807

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

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

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

00

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

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://govtpgcollegebhilai.com/Content/158_174_5.1.3.pdf">https://govtpgcollegebhilai.com/Content/158_174_5.1.3.pdf</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

01

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

197

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

119

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

00

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

**5.3 - Student Participation and Activities**

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

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

00

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

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 )

There is an effective representation and continuous engagement of students in different college activities and they are active and vocal participants in college affairs. They work in tandem with

teachers and other college functionaries in managing different administrative, academic, co-curricular, and extracurricular activities held around the year in the college.

NSS, NCC, and PG students associations are formed at the beginning of the session to provide them a leadership role in managing the activities of these cells and to mobilize students for active participation in these activities. They are actively involved in planning, arrangement, conduct, and reporting of events organized by these cells. Most of the initiatives and suggestions under the motivating guidance of teacher-in-charges come from these students and after the finalization of the activity, they plan their activities. Their interest in the conduct of events is really appreciated and they involve other students fully in the organization of events.

The volunteers of NSS and NCC are mainstay of organizing different events and functions by providing logistic support and by maintaining discipline. In the NSS camp, students take part in the decision-making process of running the day-to-day activities of the camp.

Besides this, students are actively engaged in different college activities and are given chance to share their views through various methods. In 2020 large number of students participated in decision making process about reopening of college.

Feedback mechanism, students' grievances cell are other platform for providing students avenues where they can share their opinion about college activities and get amends if required.

File Description	Documents
Paste link for additional information	<a href="https://govtpgcollegebhilai.com/Content/165_174_5.3.2.pdf">https://govtpgcollegebhilai.com/Content/165_174_5.3.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

01	
File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>
<b>5.4 - Alumni Engagement</b>	
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	
<p>Alumni Association has been registered under society's act. Alumni of college actively participates in decision making process. College Janbhagidari samiti has alumni as members. College Janbhagidari samiti president Shri Nitish Dubey is alumni of college. Alumni members of janbhagidari samiti actively participate in decision making process of infrastructure and other academic development During last 05 years in coordination of alumni and janbhagidari samiti various development process has been completed. New cycle stand, bus stand waiting shed, help desk, sanitization tunnel and various repairs has been done from alumni members suggestions. Alumni of college Nazrul Islam sanitized college with sanitizing gun. Chairs are donated to college by local ward members with initiative from alumni. Alumni with sports achievements are engaged in training of students of college.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>
<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is in accordance with the vision and mission statement stating the goals and objectives of the institution. Our College practices a participatory mode of administration with all the stakeholders actively involved in its governance in accordance with the norms set by Department of Higher Education. The Heads of Departments, the Conveners of various Committees & Cells along with the Staff Representatives play an important role in determining various policies of the College and their complete implementation.

There are many Committees for the implement of stated document and these are Carrier and Placement cell, Disciplinary Committee, Grievance Redressal cell, RUSA and UGC Committee, IQAC, Examination cell, library Committee, Sports Committee, cultural and Literacy Committee, Internal Examination Committee, antiragging Committee, etc.

College continuously works for overall development in cultural, sports and entrepreneurship activities. For academic performance, meetings with HOD's /faculty with the Principal are organized. Teaching-progress is continuously monitored by the Principal. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the community. For entrepreneurship, Carrier oriented trainings and workshops for students are frequently organized and two add-on certificate courses have been introduced this year to improve the employability of students by making them skilled, self-reliant and make them competent in present time.

Various co-curricular activities are conducted during the course of a year, celebration of important days and events and cultural programs organized by different committees, clubs and societies with the aim to enhance the cultural development of the students.



Moral values of responsibility, leadership and social empathy are inculcated among the students through various social outreach programs conducted by the NSS, NCC and Red Cross Cell and Women's cell. Students from different cultural, religious and linguistic groups work together on the same platform in different activities to promote bonds of friendship, understanding and cooperation among themselves. Awareness of environmental and ecological issues and understanding the need for sustainable development is generated through a variety of measures like rain water harvesting, Green Audit exercise, tree plantation programs, use of LED lights etc.

The proactive leadership of the Principal ensures the fulfillment of the vision and mission striving to make the institution a place of true learning.

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/171_190_6.1.1%20Naac.pdf">https://www.govtpgcollegebhilai.com/Content/171_190_6.1.1%20Naac.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The Principal of the institution plays a crucial role in managing the administrative as well as academic activities of college and providing necessary directions/guidance to all teaching and administrative staff for the effective implementation various instructions of the Govt. and UGC. Principal delegates different tasks and works to teaching and non teaching staff. For this purpose many committees are formed which ensures the complete and timely implementation of the Govt. Policies and instructions received from time to time from higher authorities. Various committees formed for this purpose are Carrier and placement cell , Disciplinary committee, Scholarship committee, Grievance redressal cell, RUSA and UGC Committee , IQAC, Examination cell, library Committee and sports Committee, Cultural and Literacy Committee, Internal examination Committee, Antiragging Committee, etc.

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/172_190_6.1.2.pdf">https://www.govtpgcollegebhilai.com/Content/172_190_6.1.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

For the overall growth of the institution strategic plans must be formulated, communicated, and implemented effectively. The institution chalked out a strategic plan on basis of the perception of requirements of students. Our core team after several discussions and planning, guided by the Mission and Vision of the Institutes Quality Policy, stake holder's expectations, and SWOC analysis framed the Institutions' Strategic Goals.

#### Strategic Plan

- Planned to introduce new courses.
- Planned to upgrade existing facilities of classrooms, Laboratories, and ICT.
- Extension activities carried out through various committees.
- Excellence in Teaching and Learning
- Involvement of all Stakeholders of the Institution in Decision-making
- Community Engagement
- Holistic Development of Students.
- Ensuring student's development and participation

#### Objectives of Perspective Plan:

While preparing the present perspective plan, the college has considered the following main objectives

- To ensure top quality standards in higher education
- Developing requisite competencies amongst students of the college
- Inculcating a Value System among the Students
- ICT-based teaching and learning.

- To maintain continuously good academic performance
- To develop and execute effective teaching- learning process
- To encourage research culture in faculty and students
- To develop a comprehensive system of student mentoring and student support and ensure transparency in evaluation process of students
- To empower faculty about emerging trends in their profession for academic advancement.

Execution of Strategic and perceptive plan :

1. During last five years college has added 14 new rooms from RUSA grant.
2. College has upgraded infrastructure in library, departments and sports by adding equipment from RUSA grant.
3. Old building maintenance is ongoing for better teaching experience.
4. ICT and smart board facilities has been upgraded. During covid period 100 percent staff is using ICT Tools in teaching.
5. Employable workshop/camps are organised.
6. Continuous internal evaluation is in place.

One Activity based on strategic Plan -

Enhancement of ICT infrastructure:

With increasing penetration of ICT tools for improvement of teaching learning process, college was desperately in need of ICT tools to deploy in teaching and overall working of institution. Available IT tools purchased from Janabhagidari and UGC grants were insufficient. For RUSA grant college has strategically prepared proposal to purchase ICT apparatus for college. After budget allotment college has purchased 42 Desktops, 02 Laptops, 2 Smart Boards, Projectors, Printers etc. as per our strategic proposal.

Desktops and printers are distributed to departments, Labs and PGDCA labs for effective implementation of strategic plan. Every faculty now has access to computers, printers and smart boards in college. Working of staff has improved from purchase of IT machines. Students in PGDCA and Mathematics computer labs are

using for better learning and curriculum delivery. IT enabled equipment in laboratories has made process of science practical more qualitative.

Evidence of Success of strategic plan during covid Period: After improvement teachers were trained for use of ICT facilities. College effective implementation of strategic plan for ICT upgradation helped teachers to shift to online teaching. All teaching staff made video lectures for students, online annual exam evaluation, sharing of study materials and instructions were made possible due to ICT facility and training.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/173_190_6.2.1.pdf">https://www.govtpgcollegebhilai.com/Content/173_190_6.2.1.pdf</a>
Upload any additional information	No File Uploaded

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

Dr. K.C.B. Government P.G. College, Bhilai-3 follows a transparent functioning of the college system. The way of functioning is well framed according to rules and regulations of the government abiding by any ambiguity. Administrative setup: College has a well-defined setup as sanctioned by the Higher education department. The setup consists of Principals, Professors, Assistant Professors, librarians, Sports officers, Head clerks, Lab technicians and attendants, Clerks, computer operators, peons, etc.

Principal: Head of the institution is the Principal who works under the overall supervision of the Department of Higher Education Chhattisgarh. College function on policy guideline of Govt and necessary financial and logistic support is provided by the Secretary and Commissioner of Department of Higher Education, Govt. of Chhattisgarh. Committees: Various departmental committees and Janbhagidari Samiti of the college are key decisionmaking bodies to decide about different issues of college under the broader guidelines of the higher authorities. These committees work independently for their allotted work under the overall supervision of the Principal. The Head of Department

takes initiative and decisions in consultation with other teachers of the department. Staff: The non-teaching staff members consist of a Librarian, Sports officer, Head clerk, Clerk, computer operator, Lab technician and attendant, Peon, etc. Non-Teaching staff has well-defined duties and responsibilities in Govt guidelines. The principal has check and balance authority for the functioning of the office and other non-teaching staff. Service Policies: It is at the Higher Govt. level the broader policies are framed and communicated to the college in categorical terms for their effective implementation. The detailed procedural rules and regulations are also decided by the govt. and affiliating universities. The college follows them in letter and spirit to provide a grievance-free effective delivery of service to students. Appointment: The appointment of Assistant professors is done by the Public Service Commission of the C.G. UGC regulation. The Service rules of teaching staff are decided by the govt. by the framework of UGC while recruitment and service rule of non-teaching staff is decided solely by govt. of C.G. Thus, there is clear transparent, and efficient administrative set up policies and procedures are visible in the functioning of the college.

Guest Teachers: Govt decides the criteria to appoint "Guest Teachers" on fixed payment. For additional help in the teaching process Janbhagidari Samiti of the college has been given the power to appoint lecturers from janbhagidari account. Policy Implementation: As Govt institution college has to follow all orders of the Government. Small level policies for routine functioning are formulated by the Principal with help of staff and office. Principal keep humanitarian approach on relevant conditions for conducting his duty as Family head. Procedures Check and balance College functions on set rules and procedures for the functioning of the college. Department of higher education issues directions and guidelines for the functioning of the college. External auditors appointed by higher education analyze any procedural lacuna in functioning and suggest any changes required.

File Description	Documents
Paste link for additional information	<a href="https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf">https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf</a>
Link to Organogram of the institution webpage	<a href="https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf">https://www.govtpgcollegebhilai.com/Content/174_190_6.2.2.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

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

### 6.3 - Faculty Empowerment Strategies

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

The welfare facilities and services provided at the workplace become vital for continuous improvement in the work environment. The Facilities also motivates the employees to give their best. In also improves the overall morale of the employees.

The institution provides various welfare measures for staff which are as follows:

Welfare measures for Teaching Staff:

- o Medical Reimbursement facility as per Govt rules. College prepares necessary documents for medical bill reimbursement at earliest possible time.
- o Duty leave is given if applicable.

- Medical leave - as per state govt rules, medical leaves are given.
- 10 Days earned leave for teaching staff and 30 days earned leave is granted to non- teaching staff.
- Employee Provident Fund granted as per PF rules.
- Gratuity - applicable to every staff member after 5 years of permanent service.
- Full paid maternity leave - 180 days fully paid maternity leaves to all the female employees.
- Encashment of EL at the end of service - At the time of superannuation of an employee, he/she can encash his/her earned leaves (EL) as per the rules of the Higher Education Department.
- Child care leave- As per state govt rules child care leave is sanctioned to staff.
- Teaching staff in encouraged to participate in FDP, seminar and other professional development activities.

**Welfare measures for Non-Teaching Staff:**

- Medical Reimbursement facility as per Govt rules.
- Festival advance
- Medical leave - as per state govt rules, medical leaves are given.
- Employee Provident Fund granted as per PF rules.
- Gratuity - applicable to every staff member after 5 years of permanent service.
- Full paid maternity leave - 180 days fully paid maternity leaves to all the female employees.
- Encashment of Earned leave at the end of service.
- Salary timely credited to bank account - Every month end.

**Other Facilities to teaching and non-teaching staff**

- RO Water facility.
- Toilet facilities
- Vehicle Parking.
- Facility of part final encashment in case of marriage and in illness.
- Family Benefit scheme.
- Proper disbursement of Government welfare schemes to the employees.
- Loan without interest from their provident Fund.
- Wi-Fi facility

- CCTV camera to ensure safety and security.
- Group Insurance

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

00



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

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

19

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

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

The institution follows a Comprehensive Performance Appraisal System established for the appraisal of teaching and non-teaching staff members. Under this system, API forms, CR, feedback from students are collected and analyzed.

**Staff Self-Appraisal for teaching and non-teaching staff:**

The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are done by Department of Higher Education on the basis of PBAS of UGC Career Advancement Scheme (CAS) linked with API score.

c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which is discussed and analyzed by Principal. Sports officer and Librarian are evaluated according to appraisal system and proforma assigned for the purpose.

The performance appraisal system is annual and is based on the active involvement of the concerned staff members throughout the year. They provide their self inputs with details in a well devised PBAS. Principal assesses and evaluate the performance of all faculties, their work and conduct and finally sent to the higher authority. The Commissioner Higher Education Department Chhattisgarh finally endorses and comments upon the performance appraised report of each faculty.

**Academic Audit:** Every year an academic audit is conducted by IQAC. Academic audit effectively analyze teaching learning and research outcome. Staff is Intimated about their shortfalls/gap if any and advised to improve further.

**Student Feedback:** At the end of session, every year students' feedback is taken to assess the performance of the faculty. Any shortcoming is pointed by Principal for improvement of system.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Our College works strictly in accordance with the financial rules and regulation framed by the Finance Department of the State Government. These rules are the guiding lines for all financial transactions made by the college. There is a system of regular periodic audit of expenditures. The institution conducts internal as well as external audit on regular basis. Internal financial audit is done on by experienced committee for the purpose. External financial audit is done as per the scheduled of the Audit department of Higher Education. Receipts and payment vouchers of transaction are duly checked by the External Auditors after scrutinizing and preparing the income and expenditure statements. State government budget utilization is also audited by state Govt auditors and Central Government grant is audited by Chartered Accountant. College has Janbhagidari fees collected from students and its audit is performed on annual basis by Chartered Accountant. Auditors check the receipts and payments and vouchers and entries in Account Ledger.

Department, Library and sports verification: Internal verification of items in stock registers are verified by committees formed for the purpose. Items eligible to write -off is reported by these committees and written-off is done by following due procedures. Library books are also verified annually by internal committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

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

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

Our being a govt. college the utilization of finances are governed by regulations framed by the finance department of the C.G. Our major source of financial resources Department of Higher Education: Govt of Chhattisgarh sanction grants for salary, conduction of co-curricular and extracurricular activities, up-gradation of infrastructure and laboratories facilities, purchase of library books, the addition of any new infrastructure, and other activities.

RUSA: RUSA plays a key role in the resource mobilization of the college. As per the proposal of the college, RUSA has sanctioned 70 lakhs for the renovation of the old building. Work is under process for the renovation. Janbhagidari Samiti fund: The major chunk of finances is received by the college from student fees in the janbhagidari fund, which is utilized for college development, routine work, maintenance of ICT tools, construction of cycle stand, canteen, and appointment of teachers, etc. Other notable funds are allotted for NCC, NSS, etc. Mobilization of resources: It is insured by the college administration that the mobilized financial resources are optimally used for the desired purpose without any pilferage in a transparent manner. College prepares proposals and strategic plans as per the requirements of the college. It makes it a point that all the transactions must be properly documented. Principal monitors the mobilization of funds with legal factors controlled by the purchase committee. The stock register is maintained in a prescribed format with physical verification done every year. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly. Utilization of resources: 1. College facilities are utilized judiciously as stated in vision mission documents. The college has formulated a resource utilization policy, which is obligatory for all stakeholders. 2. The timetable committee looks after the proper utilization of classrooms and laboratories.

3. The Library Advisory Committee takes care that the resources in the library are utilized optimally. 4. Cleaning and maintenance are done on regular basis. The old building is being renovated by the RUSA fund sanctioned based on a proposal submitted by the college. 5. Minor repairing work is done all year round. 6. Equipment, ICT tools, and sports gears are utilized as required and periodic maintenance is performed. Green Audit and energy audit has been performed by a registered agency. 7. CCTV system is installed for the safety of the institution. 8. Student parking has been constructed with a CCTV facility for the safety of students' vehicles. 9. For cleanliness and hand on maintenance class four employees are appointed to keep up with resources.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

IQAC was constituted in the year 2012 and has been the vehicle for assuring the quality outcomes in every aspect of the student's education.

Various IQAC initiatives are described below.

### 1. Improved teaching - learning processes in the system.

One of the objectives of the IQAC has been the thrust to improve the teaching - learning process in the system. In this direction, through the IQAC the following have been achieved.

Class rooms have been made ICT ready so that the teachers adapt to the modern pedagogic

tools. After this has been floated, many teachers have been using the PPT/audio - visual approach. Internet connection in the departments has been found very effective in the curriculum delivery using ICT.

A new computer PGDCA laboratory has been constructed in the

second floor for teaching learning Process. New green ceramic boards have been installed in all class rooms to facilitate a smooth writing experience and enhance the quality of board work of teachers.

Several invited lectures have been conducted for the benefit of teachers and students. Several Webinars were conducted during the Covid pandemic. Teachers are suggested to fill the necessary details in the Performance Based Appraisal System forms as per the UGC guidelines.

During covid-19 period teachers were motivated to use IT tools in teaching learning process and 100 percent teachers are using IT tools for learning and the process is institutionalized for improvement of teaching learning process.

## 2. Feedback and academic audit for improvement:

IQAC has significantly contributed in quality initiative through feedback process. Students are motivated to express their analysis of functioning of college. Feedback process is offline and online, also available in college website. Feedback from all stakeholders is collected and analysed for improvements. Feedback suggestion received from stakeholders are summarized and presented before principal for discussion. Proper steps are initiated for any improvements. Action taken report is prepared and available in website.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

IQAC has developed a system of a regular monitoring system for the learning process and outcome through the Teaching-learning Process and Evaluation of teachers by students Teaching-learning Process IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation that

are proven over the years are being followed. Academic Calendar: Based on the University Academic Calendar the Institute schedules the academic calendar well in advance at the start of the year with ample time frame for the regular teaching-learning process and to accommodate the various events like seminar/ guest lecture/ workshops/Hands-on series and many more. Preparation of lesson plan for each Semester: The faculty members prepare the lesson plan for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships Daily lecture Record.

Evaluation of teachers by students: The institution has a feedback system to evaluate the teachers by students. The regular evaluation of the teachers by the students, feedback on teaching methodologies, course delivery, attitude, strengths and weaknesses, difficulties faced in the subject give a clear idea about the problems faced by the students. The principal monitors the feedback system and takes appropriate corrective actions. The following incremental improvements support teaching-learning quality Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations and providing Question banks of various subjects to the students from the library.

- New students parking have started working.
- A new computer lab in Mathematics has been initiated with 10 computers.
- Renovation work proposal of 70 Lakhs for old building block has been sanctioned and work has been started.
- Effective internal examination and evaluation systems: Institute maintains an effective periodic internal examination and evaluation system. Repeated internal evaluation helps students to identify their weaknesses and strength.
- Institute has the provision of analysis of students' performance after the announcement of their semester results. If the students' result in a subject is not found up to the mark, teachers motivate students for improvement.
- The internal evaluation system is robust. Internal valuation is done through written tests, discussions, and class monitoring.
- As per the university directive, ten percent marks of internal evaluation are mandatory and added in final results. Students are notified through the website, college

notice boards, classroom announcements, and relative Whatsapp group.

- Absent students are given another chance to participate in a half-yearly exam.
- Students' learning process is enhanced by unit tests and half-yearly examinations.

Through these evaluations, students are in constant contact with teachers which helps them to perform better.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.govtpgcollegebhilai.com/NAAC.aspx?page=IQAC%20%E2%80%93%20Minutes%20of%20Meeting&amp;topicid=153">https://www.govtpgcollegebhilai.com/NAAC.aspx?page=IQAC%20%E2%80%93%20Minutes%20of%20Meeting&amp;topicid=153</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities



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

Our college, a co-education institution having nearly 70% girl students from nearby village areas in various programmes. The college is regularly concerned towards gender equality of its students and always tries to augment different facilities available for them. Security and safety of our students are the foremost concern for us. Different committees includes, Student's Grievance cell, Antiragging, Discipline committee and Women cell and sexual harassment cell are working as per guidelines of Government for the redressal of any issue of students or female staff. Complaint/grievance system is online in college web site and offline mode through complaint box. International Women's Day is celebrated annually on 8th March. AIDS Awareness Day/Workshop arranged annually in the College campus on 1st December.

File Description	Documents
Annual gender sensitization action plan	<a href="https://govtpgcollegebhilai.com/Content/187_191_new%20new7.1.1%20Naac.pdf">https://govtpgcollegebhilai.com/Content/187_191_new%20new7.1.1%20Naac.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://govtpgcollegebhilai.com/Content/187_191_new%20new7.1.1%20Naac.pdf">https://govtpgcollegebhilai.com/Content/187_191_new%20new7.1.1%20Naac.pdf</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

**There is a set system for waste disposal in the college. Solid**

**waste management:** For the collection of waste, floor-wise separate bins are kept. The solid waste is generated during routine activities carried out in the College including waste paper is collected. A lot of fallen leaves in the ground are collected and put in a large pit converting it to compost. The manure so produced is used in flower pots in college. **Liquid waste management:** College has a concealed sewage system comprising underground septic tanks made of concrete. Water waste pipe from the RO filter is opened to plants for recycling purposes. The college has a rainwater harvesting facility for proper utilization of water. **Biomedical waste management:** Our College has the majority of girls students and Major biomedical waste generated on daily basis is used sanitary pads. The used sanitary pads are disposed of by using the incinerator facility available in the College. **E-waste management:** Old/obsolete Computer systems, irreparable cartridges, etc. generated by electronic equipment such as Computers, Printers, Fax, and Photocopy machines are stored properly. Due to govt directive, the College principal has limited power to write off old and irreparable items. The item has to be physically stored. The e-waste generated from hardware that cannot be reused or recycled is collected at the marked location designated for 'E-waste' inside the Campus. The cartridges of printers are refilled and reused on campus. UPS Batteries are repaired by the vendor and reused. **Hazardous chemical and radioactive waste management:** The College neither has the requisite license nor handles any sort of hazardous chemical or radioactive material. In this way, the college administration follows optimum waste management practices in its resources and effectively manages different types of waste without adding to environmental pollution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**

**5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

A. Any 4 or all of the above

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

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

One of the objectives of the College is to inculcate moral and social values in young minds. It provides an equitable, rational, fair, and encouraging environment for students to grow to the full of their capacity. The equitable educational environment provided by the college helps boys and girls to develop

themselves in a very healthy environment. The college administration is extra vigilant to provide a safe and secure environment to girl students. The Women Cell, the Anti Sexual Harassment Committee, NSS, and NCC units are working hard in organizing awareness programs about different feminine issues. The gender-based issues are also taught. Through NSS and NCC activities, students are made aware of social work and they imbibe the value of togetherness, social amity, and teamwork. The respective diversities get melted while doing different group tasks. The students who are involved in such activities are socialized to work in a group for societal welfare.

Under EBSB (EK BHARAT SHRESTHA BHARAT) College has paired with Govt College Nawasari for culture exchange. The college has organized several programs for awareness of Gujrati culture among students. Some programs in Chhattisgarhi are organized for Govt College Nawasari for online culture exchange. For the social moral and cultural development of students as well as inculcating universal values of Vasudeva cutumbkam College regularly organizes cultural activities, motivational talks, drama plays in College. Students and staff enthusiastically participate in such activities in large numbers and get inspired to contribute to society personally.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution is committed to sensitize its students and employees about the values, rights, duties and responsibilities as envisaged in the constitution. There is regular celebration of the Independence Day and the Republic Day every year with the wide participation of staff and students to remind ourselves about the sacrifices made by our freedom fighters in the National Movement. Besides this Constitution Day, Human Rights Day, Hindi Diwas, Birth anniversaries of different national leaders and other such occasions are instrumental in sensitizing students and staff about the constitutional values of India. The College organizes different gender related programmes reinforcing among

students the equitable rights given in the constitution. Teacher's day is celebrated in memory of Dr S. Radhakrishnan. Different activities by NCC and NSS cadets throughout the year inspire students for community service and leadership traits.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf">https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf</a>
Any other relevant information	<a href="https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf">https://govtpgcollegebhilai.com/Content/195_191_7.1.9-NAAC.pdf</a>

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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

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

Our Institution celebrates and organises various national and international commemorative days, events and festivals to inculcate the spirit and essence of Day among the

learners. Republic day/Independence Day, Dr. Khoob Chand Baghel Jayanti ( Dr Khoob Chand Baghel is freedom fighter of this region. He was ardent follower of local chhattisagrhi culture. Our college has been named in his memory to salute his contribution towards freedom struggle) ,Yoga day, Teacher's day, Hindi Diwas Celebration , Gandhi Jayanti ,Shakespeare day, Earth day, National reading day, Mathematics day, World heritage day, Constitution Day (Samvidhan Divas), NCC Day, National Youth Day (To mark birth anniversary of Swami Vivekananda), Basant Panchmi, Women's day and Science day and World Environment day are celebrated with full zeal and enthusiasm.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practice: 1

**Title of the Practice: Women Empowerment**

**Objectives of the Practice:** It has been obtained from the profile of students joining various courses of the college that many students are coming from rural areas with low economic background. Their parents are unable to provide the 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 counseling to girl students to make them self-dependent.
- To increase awareness of women's rights among girl students to make them confident.
- To promote 'gender equality among the students.

**Context:** The expected outcome of this best practice is that girl students will be empowered to face social, economic, and career-related challenges. They will be aware to counter women's harassment. A girl student in college comes from a low economic background so there is a need to help them with soft skills and improve their chances for a better future. In this context, the institute decided to make efforts for women's empowerment.

**Practice:** Discussions with stakeholders and staff institute selected core areas of the process.

1. Soft skill training
  2. Workshops and training programs like cooking classes, dress designing classes, beauty parlor courses, cloth dyeing.
  3. Career counseling workshops
  4. Simple skill like rangoli Mehandi.
  5. Awareness for women's rights.
  6. Creating an environment through awareness programs 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. These skills can help girls in process of entrepreneurship. These skills are simple to learn cost-effectively and can be managed by the institute. Skill training is being organized regularly in the institute. Workshops range from 1 day to seven days. Skill learning is better in group discussions and students are given every chance for queries to satisfy. The beauty parlor workshop is organized by Ku Maninder Kaur who runs a beauty Parlor shop in the vicinity. Students can contact her at any time for suggestions. Career counseling sessions are given by external trainers.
- 3 days EAC Entrepreneurship Awareness Camps are organized by CITCON Chhattisgarh Industrial and Technical consultancy Raipur (CG). In these EAC camps, students learn elements of entrepreneurship, new opportunities for startups, and communication skills. CITCON offers business project proposals for startups. Programs on awareness of women's rights are organized. Students come from a low economic background



backgrounds and they do not have awareness of legal rights or women's 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-around improvement programs. The learning process with experience is a successful idea for girl students. Due to a lack of facilities colleges cannot accommodate all aspiring students. All stakeholders are satisfied and learned skills are utilized in any aspect of life. These skills are like a treasure to students and they can use these skills at any point in life.

Problems Encountered and Resources Required: Implementation of the annual plan and its monitoring has become a tough task given the tight academic schedule. Organizing various programs during working hours, sometimes, has led to sacrificing the classwork. The college has limited resources and a small kitchen in the Home Science department; which makes it difficult to accommodate students. Being Govt institute finance for trainers and resources is difficult to obtain. Students are in the adolescent stage and they sometimes do not understand the values of soft skills and training. The college has to overcome this hurdle by explaining its benefits.

Best Practice 2:

Local Culture Promotion Back to roots. 'Jambo badhabo'

Object: With modernization, our future generation is drifting away from our roots. Due to busy schedules, our generation finds a lack of time and enthusiasm to acquaint themselves with cultures. Our local Chhattisgarhi culture is rich in heritage and with a vision to promote local culture objectives of best practice areas:

1. To increase awareness of local Chhattisgarhi culture.

2. To train them in local dance and music forms.
3. To promote the local language by organizing competitions.

The expected outcome of this best practice is students will be acquainted with the Chhattisgarhi culture and they will be ambassadors of culture through generations.

Context: In the time of social media and the education system students are forgetting our local Chhattisgarhi dance, food, language, heritage, and important persons. This lacking is prompted us to add these elements to our thrust area. We observe that local students know the average local Chhattisgarhi language but their knowledge is limited to that extent. As an educational institute with an obligation to society, we decided on some core areas for promotion. Some students from villages are well versed in some areas of culture and some students are part of dance performance teams. Institute has decided to take their help in this cause. After discussions institute found that Dr. KhoobChand Baghel is a widely respected freedom fighter, poet, and doctor in this area, so we decided to project him as inspiration to promote local culture. The earlier scope of this practice is centered around Rang Jhanjhar a stage formed for promotion. No scope had been broadened.

**Practice:**

Institute is organizing programs in various filed to promote local culture and heritage. Students connect with extracurricular activity and Chhattisgarhi plays and dance is a prominent part of any activity. At annual functions, the local language dance form Panthi is very popular among students where students circle a burning lamp and perform dance activities. A stage Rang Jhanjhar is formed for the promotion of culture. Local culture programs are organized during this stage. Pottery making, local dressing, and rangoli art are promoted in their programs.

Dr. KhoobChand Baghel Jayanti is organized with local participation. Institute makes him a symbol of local identity. Students connect him as the bearer of local culture. The Statue of Dr. KhoobChand Baghel is placed at the entrance of the college and in Chhattisgarh, the foundation day program is organized in his memory. These programs help students to identify with local cultures. College magazine accommodates local food items.

Home science departments in their programs run courses on local food preparation.

**Problems Encountered:** Being a Govt institute fund management for this practice is a difficult task. Some departments expend money from their allotted budget. Some budget is complemented by the annual function budget. Students were not willing to join awareness programs as they do not have to feel the basic idea of protecting culture. Teachers have to explain to them the concept and requirements of the problem.

**Evidence of Success:** Students participate regularly in programs related to Chhattisgarh. Students' concepts are changing. Students now know about culture and traditions. On special occasions, students dress in local ethnic culture and relate themselves. Cultural awareness is increasing and this is the success of the best practice. Locals gather every year in college to commemorate Dr. Khoob Chand Baghel on whom the college is named.

File Description	Documents
Best practices in the Institutional website	<a href="https://govtpgcollegebhilai.com/NAAC.aspx?page=Best%20Practices">https://govtpgcollegebhilai.com/NAAC.aspx?page=Best%20Practices</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

Our college has 70% of girls student, which brings a lot of responsibility and commitment on our part in shaping their future and turning them as empowered citizen and we proudly take this strength as our thrust area.

**Making daughters stronger:** Our aim is to bring the girl students into the mainstream of Higher Education.

With this mission statement, Our College caters to girl students of nearby villages and accordingly, we provide various opportunities to our girl students to participate actively in

extracurricular and extension activities.

- Through NSS, NCC and career counseling cell, girl students are continuously getting opportunities to develop their academics, professional skills.
- Our College frequently organizes women empowerment programs. Special health related Seminars, legal rights, workshops and health checkup camps have regularly been organized in the college.
- Every year students (girls and boys) got selected in University, State and inter university team.
- Our institute focuses on Entrepreneur Skill Development. The college organizes the women empowerment programs to groom them to become self-reliant and confident.
- Our girls actively participated in Rallies, awareness programs of ecological concerns, blood donation camps, thus strengthening the bond with society.
- Girl students outperform in many fields and in academics girls outperform and have secured regular positions in university merit list.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Dr. K C B Govt. PG College Bhilai-3 has identified the following plans of action for the next academic year.

- Infrastructure development
- Ramp n railing for entrance in new building
- Intercom facility due to larger area of college building
- Development of HSc lab
- Separate area for office staff
- Establishment of Reading Room for students

- Soak pit for manure making
- Girls commonroom in new building
- Energy n green audits

NAAC