



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

DR. K.C.B. GOVERNMENT P. G. COLLEGE

PADUM NAGAR, GE ROAD BHILAI-3
490021

www.govtpgcollegebhilai.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Dr.K.C.B.Govt.P.G. College, Bhilai-3 Dist : Durg (CG) Durg is affiliated to Hemchand Yadav University Durg with status of Post Graduate college.The college is under 2(f) and 12(B) of the UGC Act, 1956. It has undergone first cycle of accreditation and accredited with 'B+' Grade with a CGPA of 2.57.

The College began its journey on 15th August 1983 with a modest setup of minimal infrastructure and handful of students, albeit with a clear vision and mission. At present, spread in a campus of 13 acres and providing higher education to nearly 2700 students. The College is a cost-effective, charitable, and efficient professional Government Institute of higher education for students specially nearby semi-urban and rural area. The College imparts higher education to students by offering undergraduate and postgraduate programmes encompassing the faculties of Science, Commerce, Arts and thereby provides a launch pad to students especially from lower socio-economic strata to realize their ambitions through affordable and quality higher education.

The college has excellent infrastructure to run quality academic programmes. Teaching , learning and evaluation method is slightly shifting to ICT based methodologies. The results of the college have always been above university average. The campus is environmentally conscious with approximate 150 trees in campus and undertakes the green practices and conservation of the natural resources as its priority.

Vision

Vision statement as displayed in website is as :

To become an institution in the vicinity with an aim of empowering Students with education and helping them develop their skill and making them responsible citizens with moral and ethical values. The teaching and learning community should work together to achieve effective goals.

College adheres to vision statement and planning and strategies are formulated in the direction. Input students come from rural background and they need to be nurtured in right direction.

Mission

MISSION

- To stimulate the academic environment for promotion of quality of teaching learning.
- To create entrepreneurship and employability skill of students with focus on girl students.
- To promote awareness on ecological and environmental issues.
- To inculcate heritage and local culture among students.
- To promote judicious use of existing available resources.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

- Offering UG and PG Program to semi-urban area.
- College is located in GE Road with easy transport facilities.
- The college is equipped with necessary infrastructure, classrooms, online

access facility, computer labs.

- College has spacious campus with leisure space in all corners.
- College caters to nearby semi urban and village students.
- A body of good practices: emphasis on Career-based education, disciplined class room teaching, well-conducted examinations and timely publication of results, extension and outreach activities.
- Modern Teaching aids like LCD projectors, Smart boards, LCD TV, Laptops.
- A spacious library with soul software and requisite facilities.
- Well-developed sports ground and facilities.
- Secure & safe environment with all corners covered with CCTV for girl students.
- Eco-friendly campus with rain water-harvesting, plus green campus.
- Strong extension activities through NCC& NSS and excellent performance in Cultural and extension activities.
- The College has a very strict Anti-Ragging committee and students' grievance cell.
- Green campus with land scaped boundary wall.
- College strength is increasing due to quality teaching process.

Institutional Weakness

Any academic institution while growing, faces many constrains and has to make diligent efforts to overcome and improve upon them. The college acknowledges its shortcomings and makes ceaseless efforts for achieving excellence in academics. The areas which need some rethinking and remedial measures include:

- Lack of local industries to support employability.
- Lack of teaching and non-teaching staff.
- Need for more involvement of teachers and students in research. Currently no department is acknowledged as research center.
- Skill development courses are lacking.
- All departments are yet to be upgraded with PG and Ph.D. programmes
- Limited national/international academic collaborative programmes.
- Weak socio-economic background of the students limits their learning and progression.
- College is in need of well-established laboratories and up-gradation.
- boundary wall for safety of girl students.
- Some teachers in the College are not technology savvy and find it difficult to cope with ICT teaching.

Institutional Opportunity

Opportunities are reflection of the environment which prevails in the institution because of the set of principles, policies and standards under which the college works. Recognizing the opportunities and grasping them whenever they come will help the institution in planning & executing the strategies to have desired results.

- To achieve excellence in academics by involving masses from socially weaker sections.
- To increase the number of placements and training activities.
- To develop faculty-exchange, student-exchange, and Resource sharing programmes with institutions & organizations of repute.
- To Enhance community engagement.

Institutional Challenge

In the present era of very fast era of changing scenario in Education field, challenges are bound to occur resulting into stress on established system and policies.

- Lack of staff appointments by Govt. It is a big challenge for college.
- To achieve excellence in academics by involving masses from socially weaker sections.
- Guiding students to face competitive examinations interleaved with regular curriculum stress.
- Lack of resources and regular teaching staff limits us to explore and experiment with new ideas, which is essence of quality enhancement.
- To develop faculty-exchange, student-exchange, and Resource sharing programmes with institutions & organizations of repute.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Our institution is Govt College and follow prescribed curriculum of Hemchand Yadav University Durg (CG). Curriculum is decided by the affiliating university through comprehensive consultation with subject experts including our Board of Studies members. However, the College invests its best efforts in implementation of the curricular aspects as mandated by university rules and regulations. The College offers a diverse range of academic programmes with a greater academic flexibility of various subject combinations across its many academic programmes.

The weekly lesson plans ensuring optimum spacing of syllabus are planned before the commencement of each session. These lesson plans are notified to students. The teachers also make students aware of their respective plans of lesson delivery during the regular classes. Teachers maintain the record of the students' progress and academic performance. Thus, there is a well devised system of documenting the specifics related to curriculum delivery.

Syllabus design and exam conduction is integral part of work culture of teachers of college. With the concept

and enrichment of curriculum and additional knowledge imparting value added courses are organised in college.

With a motive to sensitize youth for creating better world, we ensure to inculcate Gender sensitivity, Environmental consciousness, Human Values and Community Outreach among students. Several College ensure objectives of Program and course outcome and specific outcome are attained. Project and field work supplement learning which is mandatory part of curriculum.

Feedback on curriculum is regularly process of annual feedback system supports design of syllabus. Feedback process help and suggest us for any improvement. Curricular aspect is backbone of college functioning and college regularly improvise curricular aspect for upliftment of students.

Teaching-learning and Evaluation

To make the teaching, learning and evaluation effective and efficient, various processes have been developed which give full freedom and flexibility to the faculty and the students to achieve their full potential. The institution stresses the importance of experiential learning.

The modern ICT tools in the pedagogical system of the college enable the students to learn the content from a multi-dimensional perspective in the era of digital education. Since its inception, the college has remained committed to dissemination of knowledge in various streams for the service to the society. College takes pride in reserving seats for deprived society in admission process. Of The quality of education is constantly monitored and the standards of teaching-learning are reviewed and maintained thereby, enriching teaching-learning processes and developing skills in tune with the globalized world in this age of privatization, globalization and liberalization. The time table and the annual academic calendar that contain the details of all the academic and co-curricular activities are made available to all through its website. The teaching plans and the teachers' diary is maintained by our dedicated and skilled faculty show the roadmap for teaching and learning. Program and course outcome is notified beforehand to students to make their mind for selected course. Course outcome is being evaluated by various methods. To make the ICT enabled classroom sessions interesting and productive, the faculty adapts techniques of deliberations, discussions, use of LCD Projectors and Power Point Presentations. Internal Assessment is made on the basis of the performance in sessional exam. College teachers acts as mentors for overall development of students. College ensures every measure to conduct exam in fair and grievance free manner. Any grievance is redressed at relevant level in college or university. Student's satisfaction is display of overall functioning of college and from student satisfaction survey and insight preview and action taken help better functioning of college. During Covid-19 college ensured extra effort in support system to students.

Research, Innovations and Extension

One of the Colleges missions has always been to constantly develop the acumen for Research, Innovations and Extension in the institute by fostering of research culture through perpetual encouragement to the teachers and students to indulge into research activities useful to the society. College has 2 teachers work as research guides.

The Institute organized workshops/seminars on Research Methodology, Intellectual Property Rights and entrepreneurship. College organised two nation workshops in History and Commerce during last five years. These seminars give exposure to broader network to students of college. College also organised trade fair to

develop attitude of entrepreneurship among the students. Social responsibility inculcation is integral part of college. NSS girl/Boy unit, NCC Girl/Boy wing, Recross and other committees regularly work in unison for social work in nearby villages. Outreach activities are regularly organised by college to increase awareness on various issues. College NSS and NCC is very active in organising in-house extension activities in leadership of respective In-charge.

College is one functional MOU for teaching learning process in subject Mathematics. Efforts are always ongoing to supplement curriculum from its limited resources for benefit of stakeholders.

Infrastructure and Learning Resources

The quality governance of the institution gets reflected in its infrastructural facilities available for the cause of academics. College has ample 13-acre area in GE road with plus greenery. There are ICT enabled classrooms, Smart class rooms and seminar halls. There are well facilitated laboratories in Physics, Chemistry, Botany, Zoology, Home Science, Mathematics and PGDCA. All laboratories are equipped with ICT facilities. There are 46 computers out of which 40 are used for academic purpose.

College offers adequate sports facilities to students of college. College has spacious sports ground and sports gear for students. Every year college sports team earn position in various level tournaments. Our proud students Deepak Kumar played in India softball team.

Library has rich collection of e-books and e-Journals through N-List programme of INFLIBNET, collection of rare books, on-line Newspapers, Periodicals, Encyclopaedia, NPTEL, Directory of Open Access Repository, etc.

New facilities have been created during last five years with help of RUSA, Janbhagidari and state Govt grants. New wing with 13 rooms has been added and additional budget of 50 Lakhs has been allotted for classrooms. Indoor Badminton Court with wooden floor is under construction.

Maintenance of building and equipment is in regular practice. College has check and balance system in place for keep-up of existing resources. With budget of 70 lakhs from RUSA maintenance of old building is being done by State PWD. Infrastructure augmentation is being done with proper planning and requirement of stakeholders.

Student Support and Progression

The institution aims to provide all kinds of support to the students. It facilitates scholarships provided by the Government of Chhattisgarh, Central Government and other agencies. The students belonging to reserve categories receive scholarships under various schemes. The college has started a number of capability enhancement schemes for the benefit of the students. Training and Placement Cell, Career Guidance and subject Societies, etc. have been functioning in the college to enhance the latent potential of the students. ICT application and training is integral part teaching learning process. Besides, Gymnasium, Yoga and Library with online resources and other infrastructure. Several co-curricular, extra-curricular and sports activities are being conducted to facilitate holistic development of the student and emerge as a socially matured individual. Sports activities are regularly conducted in college. Necessary sports tools are provided to students. Students' performance in sports is evident from regular positions in various activities in university and state levels. Two

students Sonu Gupta and Deepak kumar has rare feet of playing from Indian softball team. College has necessary support system for student teaching process. Grievances are handled sensibly and speedy manner. College has separate system for redressal of grievances including sexual harassment.

College has broadband facility for internet and departments are well equipped with ICT tools.

Catering to students need college organises coaching for competitive exams regularly. Value added course for SSC coaching and computer has been competed in last academic year. College collects feedback from alumni for suggestion and improvement. Our Alumni Nitish Dubey is currently chairperson of Janbhagidari Samiti. Alumni association has been registered.

Governance, Leadership and Management

The College under efficient leadership of Principal has developed an organizational structure and culture for obtaining goals of vision, mission and core values of the institute. Institute has developed system of participative decision making, academic planning and administrative implementation for successful Governance, Leadership and Management in the College. The Staff Council has its say in several academic and administrative aspects of the College. Core decisions are finalised after detail planning and discussions. College Janbhagidari committee comprising many alumni of college suggest measures required for benefit of students.

College administration with help of IQAC has designed a perspective plan for the augmentation of academic, administrative and infrastructural facilities and the deployment is done through the working of various committees headed by senior faculty. There are number of welfare measures for the benefit of teaching and nonteaching staff. The performance of the teaching and non-teaching staff is assessed through the Appraisal System. Professional development, training programmes, seminars, conferences, workshops are organized by the institution for teaching and non-teaching staff for updating their knowledge. Faculty is encouraged to participate in Orientation, Refresher courses workshops etc.

Decentralisation and transparency are in all processes of the system. College has RTI cell for any public information. System and function of college is assessed by Internal and external auditing of accounts, Frequent meetings of HODs and the staff. The IQAC contributes towards quality assurance strategies and processes related to academics and administration. There has been a continuous, incremental growth in institute in evaluation system, teaching learning, Career development and placement services. There is an effective use of ICT in teaching and learning system with a gradual increase in the use of New Technology for enhancement. The college Implements outcome-based education and attainment of learning outcomes. The College has constituted different cells and committees for the successful implementation of vision and mission.

Institutional Values and Best Practices

As stated in vision and mission documents, college runs in direction of round development of students. Student centric activities like Gender equity & sensitivity, Environmental

sustainability, Inclusiveness, Universal harmony & tolerance, Constitutional obligations, Professional ethics are targeted goal of institution. College regularly conducts social awareness activities like organizing rallies on Population control, AIDS, Anti – Drug campaigns, Voter Awareness Campaign, Swachh Bharat Abhiyan, Health and Hygiene.

Campus beautification work is done timely for ensuring the quality environment on campus. Students are made aware of social and environmental concerns through different awareness programmes. Rights and values are inculcated among students through various measures and programs.

Rain water harvesting units are in existence in the system. Students are provided awareness about water conservation techniques and ground water recharge. The entire campus is dotted with greenery and green audit has been performed for expert suggestion. Gradually the electrical appliances are being replaced with energy efficient equipment and LED tube lights.

The institution provides disabled-friendly environment. We have special amenities such as screen reading software, ramps, and special disabled friendly washrooms.

College has well defined policies for functions, code of conduct for teachers and students and roles and responsibilities for functionaries are evidences of ethical foundation of the College.

Best practice of college is formulated with discussions among staff and adequate for local need of students. Girl students of college do not have sophisticated environment for living and resource mobilization. From its best practice college tries to fill this lacuna.

Code of conduct is mandatory for all stake holders in college. Code is displayed in website and notice board which helps maintain decorum of functioning of college.

Women empowerment and skill development intervened in framework of Institute. College functions on the guidelines as stated in vision and mission and all resources are utilized in attaining its objectives.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DR. K.C.B. GOVERNMENT P. G. COLLEGE
Address	Padum Nagar, GE Road Bhilai-3
City	Bhilai
State	Chhattisgarh
Pin	490021
Website	www.govtpgcollegebhilai.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Rina Majumdar	07826-255175	9039870653	-	bhilai3_college@yahoo.in
IQAC / CIQA coordinator	Maneesh Kalra	0788-4911809	8319107640	-	manishkalrra@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	15-08-1983

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

State	University name	Document
Chhattisgarh	Hemchand Yadav University Durg	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	19-01-1992	View Document
12B of UGC	03-12-2015	View Document

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

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

Details of autonomy

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Padum Nagar, GE Road Bhilai-3	Semi-urban	13.12	2775.24

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	HSc	English,Hindi	965	937
UG	BCom,Commerce	36	HSc	English,Hindi	90	62
UG	BA,Sociology	36	HSc	English,Hindi	965	565
UG	BA,Political Science	36	HSc	English,Hindi	965	529
UG	BA,Economics	36	HSc	English,Hindi	965	431
UG	BA,History	36	HSc	English,Hindi	965	379
UG	BA,Hindi	36	HSc	English,Hindi	965	895
UG	BA,English	36	HSc	English,Hindi	965	895
UG	BA,Home Science	36	HSc	English,Hindi	965	144
UG	BSc,Chemistry	36	HSc	English,Hindi	580	465
UG	BSc,Physics	36	HSc	English,Hindi	290	201
UG	BSc,Botany	36	HSc	English,Hindi	290	264

UG	BSc,Zoology	36	HSc	English,Hindi	290	264
UG	BSc,Mathematics	36	HSc	English,Hindi	290	201
PG	MCom,Commerce	24	Undergraduate	English,Hindi	180	124
PG	MA,Sociology	24	Undergraduate	English,Hindi	60	54
PG	MA,Political Science	24	Undergraduate	English,Hindi	40	33
PG	MA,Economics	24	Undergraduate	English,Hindi	60	30
PG	MA,History	24	Undergraduate	English,Hindi	60	30
PG	MA,English	24	Undergraduate	English,Hindi	60	23
PG	MSc,Mathematics	24	Undergraduate	English	40	35
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science	24	Undergraduate	English	100	98

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	5				0				20			
Recruited	0	1	0	1	0	0	0	0	5	12	0	17
Yet to Recruit	4				0				3			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				20
Recruited	8	4	0	12
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	0	0	0	3	8	0	12
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	4	0	6

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2

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

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	3		5		8

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	805	0	0	0	805
	Female	1491	0	0	0	1491
	Others	0	0	0	0	0
PG	Male	91	0	0	0	91
	Female	239	0	0	0	239
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	36	0	0	0	36
	Female	61	0	0	0	61
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	126	94	62	87
	Female	145	122	129	238
	Others	0	0	0	0
ST	Male	29	51	21	13
	Female	64	105	54	47
	Others	0	0	0	0
OBC	Male	319	362	262	283
	Female	478	554	570	521
	Others	0	0	0	0
General	Male	314	235	243	223
	Female	623	473	505	444
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2098	1996	1846	1856

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	College is looking forward to policy formulation and guideline of interdisciplinary education. College will implement effective interdisciplinary education as per essence of NEP. College staff has attended workshops for New Education Policy. College is working in direction of preparation of guideline and awareness of students. Choices will be more friendly to students considering associated course outcome. After approval and guideline of Higher education department and Hemchand Yadav University Durg College is ready to implement New Education Policy.
2. Academic bank of credits (ABC):	As per NEP guideline every student will be given unique account number as per guideline. Academic

	credit will be secured in student's account. Validity of such credits shall be as per norms and guidelines issued by the department from time to time. College is motivating and increasing awareness among student about Swayam course to earn credit.
3. Skill development:	College is working in direction of skill development course for students. Vocational course as per requirement of college students is priority of college. College will provide skill development course to students in available resources. Students of college come from rural background and need special skill for career development. NEP will open doors for skill of their choice.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	College will promote ancient tradition and wisdom by specifically promoting the learning of regional languages. College is located in semi-urban area and local heritage and culture need to be inculcated among students. Awareness program of Indian time-tested knowledge system will be organized.
5. Focus on Outcome based education (OBE):	College is working towards refining and increase awareness about outcome of education. Optimum method will be selected for measuring outcome of courses. Focus will be on to maintain specific standard of outcome rating. College will organize workshop to train teaching staff to acquaint them about procedures of outcome measurement.
6. Distance education/online education:	As per UGC guideline 100 percent teaching staff is using ICT in teaching process. Student will be motivated to use virtual lab, models and diagrams for curriculum. Students related task are slowly shifted in online mode. Students will be able to attend online classes from their choice from anywhere. College is working in direction to improve infrastructure.

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
289	289	289	289	289
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	11	11	11

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2375	1856	1846	1996	2098
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
742	734	643	586	586

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
731	582	516	446	378

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
25	24	25	25	25

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
45	45	45	45	45

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 21

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
40.27	12.85	75.26	24.37	56.46

4.3

Number of Computers

Response: 40

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The college is consistently working for the overall development of the students. Enough care is taken for systematic implementation of the prescribed syllabus. Institution head is constantly on vigil through interaction with students.

Awareness measures of for students on curriculum:

College prospectus is uploaded on the website contains the detailed description of the programmes and courses run by the college. Syllabus is available in university website, college library and departments. Stated program outcomes and course outcomes accessible through website helps to increase awareness about programs. For capacity and competence building, induction programs are conducted for the newly admitted students.

Academic Calendar: College prepares own academic calendar in accordance with Academic Calendar issued by department of Higher Education. College adheres to academic calendar in best possible manner. Students are notified of academic calendar from beginning of academic session. Teaching learning process schedule revolves around academic calendar. Diary is foundation of our teaching learning process and the single point of academic evaluation.

Monitoring the Teaching Learning Process: The implementation of the teaching plan is supervised regularly by Principal. A register is maintained in principal chamber notifying percentage progress of syllabus. To ensure micro level teaching learning execution, academic diary plays very significant role. Progress of syllabus in teaching diary is monitored and signed by Principal The college conducts unit test, home assignments and half yearly exam, classroom presentation, PPTs, seminars, group discussions and question answers in the class for evaluation of students. Student's half yearly marks is added in annual result making continuous evaluation process mandatory for students.

Experiential learning is an integral part of pedagogy. Guest lectures, expert talks, workshop and special lectures are arranged to relate syllabi with real life situations and thereby learning process is made interesting. Each faculty member devotes a few lectures for discussion of previous years question papers of the university examinations.

Teaching methodology employed in college are Chalk and board method, scientific models and charts, ICT tools Smart Boards, Hand written / printed notes provided to the students. Field visits, educational tours and trips, visit to factories etc. are also arranged and carried out by the departments with the objective of providing professional exposure to the students

Workshops on Curriculum: Workshop on ICT enabled teaching learning was organized to train in

teaching learning ICT tools. New teachers are appearing in online ARPIT courses for curriculum upgradation.

Curriculum Delivery follow-up: The IQAC monitors the overall teaching and learning process by collecting the students' feedback. The college undergoes academic audit every year for evaluation of departments and attainment of the course and programme outcomes are ascertained.

Curriculum Delivery during covid-19: During Covid-19 period online classes were conducting under monitoring of principal. Teaching staff helped students with lecture notes, handouts pdf notes etc. Any issue related to curriculum and CIE was answered in online classes and WhatsApp groups.

File Description	Document
Link for Additional information	View Document

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

Response:

Academic Calendar is prepared by Higher Education Department of CG state. College prepares own academic calendar in accordance with this calendar. Academic calendar is available in website of college. Academic calendar incorporates important activities of college i.e. exams, sports, extracurricular activities etc.

Admission Process: In current system of admission application is uploaded in college university website and on the basis of data college prepares admission list and publish in notice board and website. Admissions to both UG and PG classes are provided on the basis of merit and Government's reservation policy for SC/ST/OBC students.

Teaching Learning Process: Class wise teaching time table is displayed on the notice board of the College. Month wise teaching plan is prepared for each Course and Paper of all the UG & PG class. For timely completion of syllabus, Guest Lecturers are appointed by the College. Induction programmes are organized for new students to help them understand rules, regulations and functioning of college. Syllabus completion is monitored by Principal. Regular staff meeting is held to discuss course completion. During pandemic period classes were organized in online mode. College also encourages other effective curriculum delivery by E-Learning, experiential learning and participative learning.

Internal assessments: Internal assessments in form of unit test, seminar, project and half yearly exams are organized as per schedule in academic calendar. The conduction of internal assessment is a regular process and a part of curriculum. Marks obtained are added to the final scores in semester exams. Department maintains records of of students for any query or error in result after declaration of result.

Annual Exam: Exam schedule is declared by university in accordance with academic calendar. Annual practical exam is conducted in college as scheduled by university. All exams and related activities are notified to students in notice board and website. In Covid-19 period exam papers were published in college website for benefit of students.

Extracurricular Activities: College participates in youth festivals as scheduled by university in calendar. Annual functions are conducted in month of December. Activities like quiz, seminar and day celebrations are organized in scheduled time. Several workshops and seminars are organized from time to time for the students. This supports the main curriculum and provides better training and information to the students.

Sports activities: Annual sports activities are organized in first week of December. University sports calendar is followed by college. Tournaments and training sessions are conducted in tune of sports calendar.

Delivery in Covid-19: 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 class, seminars and exams. Academic schedule could not be adhered. During lockdown period all activities including exams were conducted in online mode. Classes /seminars /discussion and counseling was done online. Students submitted open book exam answer sheets in email and pdf. Website and WhatsApp groups of students helped to maintain revised academic calendar.

File Description	Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 36.36

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

Response: 4

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

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

Response: 2

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	0

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

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

Response: 2.85

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

2020-21	2019-20	2018-19	2017-18	2016-17
339	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

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 and English gender issues, and human values are portrayed in poetry, drama, novels and stories of Premchand, Mahadevi Verma and shakespeare.
2. Environmental issues: Environmental studies are compulsory subject at BS/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.
3. Human Values: Human values are core part of any developed society. As stated in our vision and mission college take extra effort in inculcation of Human values in students. Syllabus of environmental studies includes topics related to human values. Human rights day is annually celebrated in college. Learning of human values is covered in sociology, Hindi, English and Sociology. Hunger, poverty and other social issues are covered in syllabus of sociology.
4. Professional Ethics: Professional ethics teaching is included in Insurance, Fundamentals of entrepreneurship, Accountancy, Mercantile law, Business environment and business communications in various part of syllaburs of commerce stream. Students learn about companies act and legal environment for markets.

Apert from syllabus teaching crosscutting issues are integral part in activities conducted by college. NSS and NCC, RedCross unit organizes and participate in these cross-cutting issues activities. Yoga practice is integral part of curriculum.

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

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

Response: 2.77

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

2020-21	2019-20	2018-19	2017-18	2016-17
8	8	8	8	8

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document

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

Response: 7.41

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

Response: 176

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

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

Response: A. All of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

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

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

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

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

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 78.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
2375	1856	1846	1996	2098

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2730	2620	2555	2545	2545

File Description

Institutional data in prescribed format

Document

[View Document](#)

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

Response: 45.95

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

2020-21	2019-20	2018-19	2017-18	2016-17
321	318	270	302	291

File Description

Average percentage of seats filled against seats reserved

Document

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The College is located to cater semi urban and village students. Most students come from deprived society 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 practical, 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 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 covered in detail. The Career Counselling and Placement Cell counsels students in matters related to academics and career. Lectures and workshops on different topics are organized to support faster learning. Slow learners are given notes, handouts and special attention in practical classes. Students are encouraged to repeat difficult experimtns for better learning.

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
- Assignment and Student Seminar for knowledge shaing.
- Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged.

Coaching for various competitive exams gives an opportunity to fast learners to go after their dreams. Mathematics department promote fast learner to participate in Madhav Mathematics Competition for collegiate students. It is an opportunity for advanced learners to develop mathematical skills and prove it at

national levels. In maths department advance learners clear doubt session of other students.

Advance learners are motivated through various ways and outcome is resulted in our college students securing merit positions in university.

File Description	Document
Upload any additional information	View Document

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

Response: 95:1

2.3 Teaching- Learning Process

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

Response:

The college teachers believe in free and conducive teaching-learning environment and the students 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.

Experiential Learning: The experimental learning is the integral part of the studies in the college. For all science courses, namely, Physics, Zoology, Botany, Chemistry, PGDCA, Home Science and Mathematics, the practicals are integral part of the syllabus. 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 value added course for students to learn 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. In NSS and NCC through camp life and daily activity students learn practical aspect of life, leadership qualities and community development.

Participative learning

Participative learning guides the teaching activities in the college and students are involved at different levels in study related activities. Students are informed about the standard reference books or study material and are given notes and handouts so that the discussions in the class to involve students to the maximum. The learning assignments and seminar topics are decided with the active involvement of students. The oral presentation in seminars, group discussions, asking of questions and involvement of students in these activities ensure dynamic participation in learning activities. In NSS and NCC learning

through participation is in integral part of activities.

Interactive lecture method: The faculty members make learning interactive with learners by encouraging learners to take part 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 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: In Commerce and mathematics department problem solving approach is predominant teaching methodology. In PGDCA students are motivated to solve 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, detailed discussion with them about the practicalities of the respective fields of studies, their involvement in problem solving 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. It prepare them to face practical problems by learned behavior and improvisation.

File Description	Document
Upload any additional information	View Document

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

Response:

The institution has always aimed to encourage involvement of innovation, creative and novel pedagogical techniques and tools to bestow various skills in the learners and making the teaching-learning more student centric. 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 to e-Classrooms by installing ICT tools like interactive projectors, internet connectivity through LAN. Post Corona teachers have adapted to ICT teaching pedagogy. There are 05 smart boards for learning process. Several teaching material and question papers are uploaded in college website. Teaching content is also disseminated by all teachers 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 functional ICT enabled e- classrooms with adequate facilities. These e-classrooms are regularly used by the teaching faculty.
- The college has established language lab enriching English language competencies among the students.
- Laboratories use IT enabled equipment for experiments.
- Students are motivated to share their doubts and queries through WhatsApp and online platform.
- Departments are equipped with computers, printers and LAN facility.
- Exam process like application, admit card, time table information effectively runs in ICT mode. Internal evaluation and practical exam results are uploaded online by respective teachers.
- Students are motivated to use projector for seminar presentation.
- Website is an important part of the teaching learning process by display of important information.
- Online value added course in computer application was organised for additional ICT learning.

Use of ICT in Covid – 19 Period: In need of hour hundred percent teachers have adopted to ICT for online teaching to complete the syllabus. Exams, unit tests, internal sessional exams, practical exams and other evaluations were completed in ICT mode. All students were connected through WhatsApp groups and website for information sharing and grievances.

The use of ICT techniques in teaching-learning has made teaching-learning process vibrant, natural and student-centric. Further, the use of ICT techniques in teaching-learning has a very positive impact on the learner's learning abilities as well. It is observed that students reflect in a very positive manner towards work and education when they are using computers to complete tasks given to them. In this way, the use of ICT is encouraging and motivating them to gain knowledge and skills. Students who used ICT tools have an increased self-confidence and better understanding of the subjects of interest as well as skills.

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

Response: 132:1

2.3.3.1 Number of mentors

Response: 18

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

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**Response:** 55.11

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**Response:** 56.5**2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
12	15	15	13	15

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**Response:** 13.32**2.4.3.1 Total experience of full-time teachers**

Response: 333

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

2.5 Evaluation Process and Reforms

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

Response:

Internal assessment is integral part of curriculum. College organizes the 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. The results obtained by the students in these internal examinations are also conveyed to students on request or enquiry.

Internal examination for UG students includes unit test, half yearly exam. For PG students unit tests, seminar and sessional exams are regularly organized. The Internal Examination Committee displays the schedule of internal exams on notice board. Internal marks are uploaded in university website for inclusion in final results.

The Examination Committee of the College manages the frequency & mode of internal assessments. The doubts and queries of the students are clarified by the examiner. The committee also maintains the transparency in internal assessment mechanism and also manage the internal assessment related grievances of the students, if any.

Examination procedure – College completely adopts University's 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 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.

Absent students are contacted in mobile and given second chance to submit papers to avoid loss in annual result percentage.

Covid-19 Internal Exam: During covid-19 exams were conducted in online mode. Students belong to rural areas were briefed for converting assignments into pdf files. Students not submitting assignments were regularly contacted. Messages in WhatsApp groups were regularly answered for any queries.

Grievances Redressal: After the grievance is heard, the internal marks are either corrected or the logic behind the evaluation is made clear. In case the student is not satisfied, the grievance can be taken to the principal in person. The principal intervenes in the matter and the matter is amicably settled.

During Covid-19 period grievances were online posted, read by concerned teachers and grievances were redressed depending upon nature.

File Description	Document
Any additional information	View Document

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

Response:

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. Colleges' 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.
- Colleges' Internal Assessment Committee address to student's any grievance regarding evaluation for objective and effective redressal at college level.
- In external examination matters, the University Exam branch deals with students' grievances which are generally related with the conduct of examination and declaration of result by the affiliating university. For this, the branch remains in constant contact with the university and the students' representations are sent expeditiously to the university or e-mailed to them.
- 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 unsolved grievance, students can file RTI in exam related matter in college and university.

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 in efficiently and time bound manner.

File Description	Document
Any additional information	View Document

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.

Response:

Response: 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 by IQAC.
- The students are also made aware of the same during conduction of class.
- Students are briefed about learning outcomes in induction programs. Students are encouraged to review learning outcomes.

The syllabus depicting the learning objectives is available for students and teachers on college website and college library. For each course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad programme outcomes. Following effective pedagogic strategies, the faculty articulates the learning objectives and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus. This helps the students appreciate the topic being covered in class as they see the relevance.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document

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

Response:

Course outcomes identify the unique knowledge and skills expected to be gained from a given course. Programme outcomes are one step broader statements that describe what students are expected to know and be able to do upon the completion of a specific program.

These relate to the skills, knowledge and behavior that students acquire. Programme specific outcomes are what the students of a specific programme should be able to do at the time of studying in the programme. Programme outcomes and programme specific outcomes are attained through the attainment of course outcomes.

Measurement of attainment of POs, PSOs and COs is done through direct methods. Class tests are scheduled by the teachers and after the valuation the analysis is done after which the strategy for improvement is made. Seminars are organized and each student is made to participate compulsorily in these. Through the seminars and discussions, the thinking process of the students is also assessed and the skills and knowledge are tested. It helps to measure the attainment programme specific outcomes. Some activities like quiz competition are also held which makes the institution know about the knowledge and information of the students. Via Co-curricular activities also outcome of the students are assessed. Semester exams for the courses having semester pattern and annual exam for the courses having annual pattern are conducted.

Analysis of students' performance in internal tests:

Analysis of terminal exam results is also done. After the analysis, strategy for improvement is made and implemented. All the assessments are analyzed regularly. The analysis of students' performance in semester/annual examination is done to know the levels of attainment of POs, PSOs and COs. Each department analyses the result of the students in their subject. The analysis of post graduate courses for each department is also done for the same.

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

2.6.3 Average pass percentage of Students during last five years

Response: 83

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

2020-21	2019-20	2018-19	2017-18	2016-17
731	582	516	446	378

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

2020-21	2019-20	2018-19	2017-18	2016-17
755	627	588	730	494

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response: 3.45	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

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

Response: 8

3.1.2.1 Number of teachers recognized as research guides

Response: 2

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	14	14	14

File Description**Document**

List of research projects and funding details

[View Document](#)**3.2 Innovation Ecosystem****3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:**

Investing in research and innovations are important ways to facilitate sustainable development. Dr KCB Govt PG College Bhilai-3 has created an enriching system for innovation and transfer of knowledge through the activities of various committees /cells and departments.

The College promotes research environment in the college and the college takes initiative to support interests and innovation skill among the faculty and students. Students too are motivated to undertake interdisciplinary project thus allowing opportunities too gain experimental learning and to built a strong academic foundation. Various seminars, workshops on IPR , entrepreneurship research methodology are organized under the aegis of IQAC to enhance research quality and professional ethics.

Students are motivated to participate in co-curricular activities like field trips and industrial visits. These activities high lighten experimental learning. National conferences are organized in the college also provides opportunities for students' development in academics.

Blended teaching learning methods that employ both ICT and traditional classroom practices make learning more effective. The covid-19 pandemic threw up new vistas of online teaching learning thus ensuring continuity as well as change in learning experiences. In order to instill research and creative thinking among the students and faculties, IQAC cell of the college motivates:

- Research workshops
- Paper presentations.
- FDP
- E-Learning sessions.
- Lecture series
- Seminars.

Workshop, educational tours, field trips are essentially done for benefit of students. Two professors are recognized as Research supervisors by Hemchand Yadav University Durg (CG) and during the 05 years

8 research scholars has been awarded Ph.D degree under the noble guidance and supervision of these knowledgeable research supervisors of college.

Seminar organised by Dr K.K.Agrawal Professor History : Dr.K.K.Agrawal organised national seminar in history out of own expences.

Entrepreneurship and carrier counseling cell: It organizes workshop for carrier and personality development and field tours to nearby industries to create and inculcate innovation driven entrepreneurship through these activities. Workshops on IPR have been conducted to motivate and to empower students with entrepreneurial skills.

Initiative for creation and transfer of knowledge:

NSS units, NCC units work in unison in creative environment of camp and learn and transfer their acquired knowledge for 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.

Physical Education department create 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 reflected in achievements.

File Description	Document
Upload any additional information	View Document

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

Response: 10

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	4	1	3	1

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 2.67

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 8

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 3

File Description

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

Document

[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.08

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	0	1	0

File Description

List of research papers by title, author, department, name and year of publication

Document

[View Document](#)

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

Response: 0.52

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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	2	9	1

File Description	Document
List books and chapters edited volumes/ books published	View Document

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 last five years.

Response:

With a view of better neighborhood college is regularly organizes programs for awareness on social issues. NCC, NSS and Youth red cross work in unison for this cause.

- In NSS camps nearby villages like Jewra Sirsa etc. lot of programs are organized in swachhta abhiyan, blood donation, Women safety, anti-drug campaign, Beti Bachao Beti Badhao programs.
- NSS activities make the students aware about their social responsibilities towards, family, society and Nation. Plantation, Yoga, Voter Awareness, Traffic rules and protection are yet other activities that contribute in student's welfare.
- National Integration rallies are organized for motivation and infusion of nationality.
- Under the SVEEP Program, college students were part of huge human Chain of 10000 participants effectively. Awareness activities like slogan writing, essay competition, street plays, poster competitions and Rangoli were organized.
- Village adoption-Village Akhlordih has been adopted by Dept. Of English. Service to the underprivileged school children (Teaching done by M.A. English Literature Students in Akhlordih)
- Rallies on sickle cell awareness, cancer awareness, various health issues, road safety
- College staff donated fans, borewell pumps, eatables to school children in Aunddhi and Nardhi villages.

sensitizing students to social issues

- For conservation Chhattisgarh heritage, college organize local folk dance in our cultural programs which are attended by large number of local persons.
- Women awareness programs are regularly organized.
- Aids awareness, Anti-tobacco day, Anti-ragging, ???? -???? awareness programs are regularly organized in institute.
- During 100 hours Swachhata Internship program various programs were organized in nearby villages. Environmental awareness and hygiene were focus point in Internship camp. Coinciding with our vision and mission students worked 100 hours in villages to educate locals on environmental protection and hygiene. Community services like cleaning of local ponds, schools, wall painting for awareness, making of soak pits were performed by students.

Other than NSS and NCC units, the various departments of the college and Red-Cross society is conscious about its responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programs like:

Environmental Awareness Personal Health and Hygiene, Diet awareness, Tree Plantation, Plastic eradication, organizing visit to Orphanages and Anganwadi, Voters awareness, Health check -up camps, Dental checkup camp etc.

impact thereof during the last five years:

These outreach extension activities have not only made students socially aware of several socio economic and cultural programs affecting the everyday lives of people. Approximate 50 students willingly participated in swachhchta internship camp. A NSS student has attended the RDC Parade, New Delhi.

Our NSS officer Dr Alpana Dehpande has won several awards and recognition for her achievement in community services.

Learning outcomes of the activity:

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	Document
Upload any additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document

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

Response: 73

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

2020-21	2019-20	2018-19	2017-18	2016-17
21	10	10	11	21

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 31.15

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 last five years

2020-21	2019-20	2018-19	2017-18	2016-17
558	395	506	610	1112

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship

[View Document](#)

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 2

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	0	0	0

File Description

Document

e-Copies of the MoUs with institution/ industry/corporate houses

[View Document](#)

Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years

[View Document](#)

Any additional information

[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college has sufficient campus of 13.12 acres land at Raipur-Mumbai highway. College started in small campus in 1983 is grown into spacious 2859.24 sq meter education center of the region. College has currently sufficient infrastructure for teaching learning purpose.

- Well-furnished classrooms.
- 05 ICT enabled smart class.
- 7 ICT enabled laboratories.
- Spacious seating arrangements in class 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. English language lab.

Classrooms: The different size classrooms are quite adequate to accommodate the students as per the requirements of classes. Currently there are 10 class rooms for purely teaching purpose and 8 PG department rooms with PG teaching facility. All rooms are airy and well- spaced to provide healthy and hygienic study conditions to the students. They have requisite number of dual desks or single sitting and have the facility of white or green board. The college administration is always in the process of enhancing its physical infrastructure to meet the growing needs. During the last five years, there is an addition of a separate block of fourteen rooms from RUSA grant. Additionally, construction of five rooms have been sanctioned by higher education department. Renovation of old building with RUSA grant of 70 lakhs is in progress in college.

Laboratories: There is a good infrastructure of laboratories in the college and there are separate labs in each teaching department Chemistry, Physics, Botany, Zoology, Home Science, Mathematics and PGDCA in which practical is the part of the prescribed syllabus. These labs are well equipped with necessary experimental facilities and are upgraded annually. These labs are the key to impart learning to students by experimentation and provide them an exposure of simulated practical conditions. Learning process is enhanced by hands-on working in apparatus with proper explanation by concerned teachers.

ICT Facilities: The College is well-equipped with the physical and technology-enabled infrastructure that supports to run smoothly the existing academic programmes and administration. There are four fully equipped smart class rooms with interactive board and good sound system. Besides this, for ready availability of ICT tools, there are projectors which makes it handy for the teachers to teach classes through digital modes in other classrooms. Office and library have adequate computer facilities for routine work. College website is regularly updated and works as information hub for students specially after covid-19 time.

Library: Library is backbone of teaching learning in institution. There is 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 2.0 software. Students has liberty to issue books for 15 days.

Adequacy of infrastructure can be establish by facts:

1. Admissions in college is increasing.
2. College has upgraded fro UG to PG.
3. College is upgrading resources for implementation of New education policy.
4. Addition of Skill development courses are target for future.

File Description	Document
Paste link for additional information	View Document

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

Response:

The Institute has adequate facilities for cultural activities, sports, games (Indoor and outdoor), gymnasium. 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 student.

Indoor Sports facilities: include gym machine, chess, badminton, table tennis, kabaddi, weight lifting, carrom boards etc.

Outdoor games: Cricket, Vollywall, softball, kho-kho, Handball, Kabaddi, jevlin 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. College has separate sports equipment for girls and boys as per requirement. Sports tools are issued to students on demand for out of ground practice. For Cold water or ice requirement for players in case of injuries, sports department has fridge and RO filter facility. For players in case of emergency first Aid kit is available. College has spacious playground for sports activities. Local sports activities and competitions are also organised in college sports ground. The college has cultivated an atmosphere providing the importance of sports for students and neighbourhood. Due to these facilities students are regularly selected in intercollege, state level and all India level sports competition namely kabaddi, softball etc.

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

of CG Govt. Every year 10-15 students are selected to represent University team.

Gymnasium: College has well-structured gym machine for students. Gym machine has been donated by local MLA on student's request. Weight lifters frequently use this facility.

Cultural Activity: 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. Various apparatus like tabla, harmonium etc. is available in college. Sound system, mike, laptop is part of cultural infrastructure. College regularly conducts cultural activities. Cultural activities are very popular among students. College team regularly participate in youth cultural competitions organised at university. NCC cadets organise cultural programs of national integration on occasions. Chattisgarhi drama, music and dance are integral part of life of students in college. Rangoli competitions on special themes are comfortably organised in corridor space.

Reflection of available facilities in performance:

College has been winning district level and university level competitions in various sports activity. Players have been selected in regularly in university and state teams. Some players are also selected to represent Chhattisgarh state team. Our student Deppak Kumar has been selected in Indian softball team, which is rare achievement for college located in semi-urban area. College regularly participates in cultural activities competitions organised at various levels including Yuva Utsav.

File Description	Document
Upload any additional information	View Document

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

Response: 61.9

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 13

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:****Name of ILMS Software: SOUL 2.0****Nature of Automation: Partially****Version: SOUL2.0 (Since 2012)****Year of Automation: Automation is under Progress**

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. It is a major resource for art, science, commerce, and allied subject's information and has a tremendous collection of both printed and digital resources. Library has been continuing its mission of facilitating the creation of new knowledge through the procurement, retrieval, preservation, organization and dissemination of different resources.

College Library is much enriched in the terms of reference book and text book. The Library has total 2452161 Text Book, 961 Reference Book, Magazine 18, New Paper 04, and Employment News 02. The college library is having active membership of N-LIST/e- Shodh sindhu from INFILBNET, Ahmadabad consortia and provides 6000+e-books and 164300+ e-books and 600000 e-books through NDL (National digital library) on various subjects. This is user ID and password based facility for all faculty members with students also if they need. We circulate books for UG students according to the day allotted to them and for PG students we are providing departmental library. We have 7 Departmental Library for post graduate classes with the collection of Department of Mathematics (442 Books), Department of Political Science (377 Books), Department of Sociology (442 Books), Department of Economics (472 Books), Department of History (204 Books), Department of Commerce (430 Books) and Department of English (400 Books). Separate library cards are issued to all the students for issuing text books, reference books and magazine. Library also provides book bank services for SC/ST and BPL students; they can keep the

books with them up to examination.

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 2.0), more than 10000 Books are put-up in SOUL 2.0 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.

Please Visit for Library Forms:

<https://www.govtpgcollegebhilai.com/library.aspx?page=Download%20Forms>

Please Visit for Library Feedback:

<https://www.govtpgcollegebhilai.com/library.aspx?page=Library%20Feedback>

Paste Link of Additional Information:

<https://www.govtpgcollegebhilai.com/library.aspx?page=Introduction>

File Description	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

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

Response: A. Any 4 or more of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

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

Response: 2.34

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

2020-21	2019-20	2018-19	2017-18	2016-17
3.9	0.3	2.69	3.06	1.74

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	View Document

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

Response: 65.54

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

Response: 1573

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

College has computer committee of members with related knowledge. This committee suggests any up-dation / 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:

- 1.CCTV System
2. Smart Boards
- 3.Well maintained website.
- 4.Established PGDCA computer lab
- 5.Desktops and printers in every department.
6. Language lab facility.
7. Computer Lab in Department of Mathematics
8. IC enabled equipment in Laboratories.
9. Photocopier.
10. Scanner.

The infrastructure includes:

- Desktops (Intel i3, Dual Core with 4 Ram and 500 GB to 8TB HDD)
- Laptops (i5 based 2.4 GHz with 4 to 8 GB RAM)

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 in consultation of IQAC cell of the college.

Maintenance of computer: 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.

Online Facilities: Website is constantly upgraded and improved for better performance to work as information hub to all stakeholders. Online form is made available in college website for feedback process. Students' information sheet for collecting students' information is available in college website. During lock-down all teachers continued teaching learning process by online classes in google meet, zoom app and

WebEx platform. Constant updation and upgradation of various facilities is done in regular basis. Students are using ICT facilities for seminar. Working of college is shifting to maximizing teaching and non-teaching work in IT mode. Upgradation of ICT facilities are priority area of future planning by college.

Effectiveness of Facility creation:

1. All teachers are well acquainted to apply ICT facilities in routine work and teaching learning. During covid-19 period teachers used existing resources, website for online teaching.
2. Students are accustomed to use online platforms for learning and online exam process.

File Description	Document
Upload any additional information	View Document

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

Response: 59:1

File Description	Document
Upload any additional information	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: E. < 5 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 5.64

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

2020-21	2019-20	2018-19	2017-18	2016-17
4.29	0.39	3.89	1.74	1.24

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

There is a well-established system in the college for the optimum use of available infrastructure and its regular maintenance. The college has standard system for this purpose which shares responsibilities among all staff members. There is effective distribution and delegation of responsibilities, controlled and monitored by Principal. Different committees are formed in college for efficient utilization and maintenance of facilities. Financial obligations for maintenance are met by Janbhagidari samiti sanction. Agenda for financial sanction of maintenance purpose is prepared with discussion with stakeholders and sanctioned by Janbhagidai samiti.

Library: Laboratory books are catalogued by subjects and almirah. Termite treatment is done on regular interval and a system of written off of old, outdated and torn books. CCTV is installed in library for safety of books from theft. Stock verification is done as a part of regular monitoring and control. Reading room is well maintained. Teachers and students get books issued for a set time period. For efficient rotation of books students are panelised for late submission.

A library committee is formed to guide and instruct in efficient running of library in many ways :

- Procurement of new books &renew of journals and recommendation for additional books
- Updating and maintaining of all library records.
- Addressing issues and grievances of users.
- Update and upgrade the library contents, periodically as per updates in curriculum

Laboratories There is a good infrastructure of laboratories in the college and there are separate labs in each department where practical is the part of the prescribed syllabus. These labs are well equipped with necessary experimental facilities and are upgraded annually with the addition of equipment and other practical related materials. Records of equipment are maintained in stock Register. Physical verification is done annually and report is submitted to Principal. Departmental cleanliness, upkeep, electricity requirements are arranged by department heads

The laboratories are used by students in the groups of 15-40 under the expert supervision of experienced teachers and with the logistic support of other lab staff. The students are given optimum exposure of experimental learning and it is ensured that each student must know about the procedure and method to conduct the experiments.

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. Sports ground is maintained before sports session. Grass cutting and levelling is done and prepared for sports activity.

Computers: College has 46 computers in department, office and labs. Computers are Maintained by local vendors and PGDCA teachers. Antivirus and software in computers are regularly updated through internet services available in campus. Computers are well organised with proper electricity and Internet connections. For efficient utilization computers are allotted to department, labs and office. Printers are made available to departments where teachers and students can have printouts. Cartridge refilling; repair jobs; bill payment; and uninterrupted internet connectivity in the college is taken care by administration.

Classrooms: College has 2 types of building, old and new building. Classrooms in old building are regularly repaired. New building with more toilet, water facilities and more space is used for UG classes. Institute regularly communicate with Public Works Department and higher education departments for upgradation and maintenance of existing facilities. From RUSA sanction grant of Rs 70 Lakhs maintenance of old building is in progress. New building inaugurated in 2018 constructed by PWD, had some construction faults like seepage and floor bending. Regular communication with PWD has solved the problem. Classrooms and building are utilized fully as per utility.

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

The transparent procedures are followed for effective distribution and delegation of work through the comprehensive system of committees to ensure active participation of staff and to achieve overall efficiency in carrying out different tasks. There is a set procedure to purchase any item or get the work done for the college and it involves the assessment of the need, the calculation of estimate cost, the approval of administrative sanction, The placement of order to the lowest bidder and the final payment after the completion of the process.

Other Support Facilities:

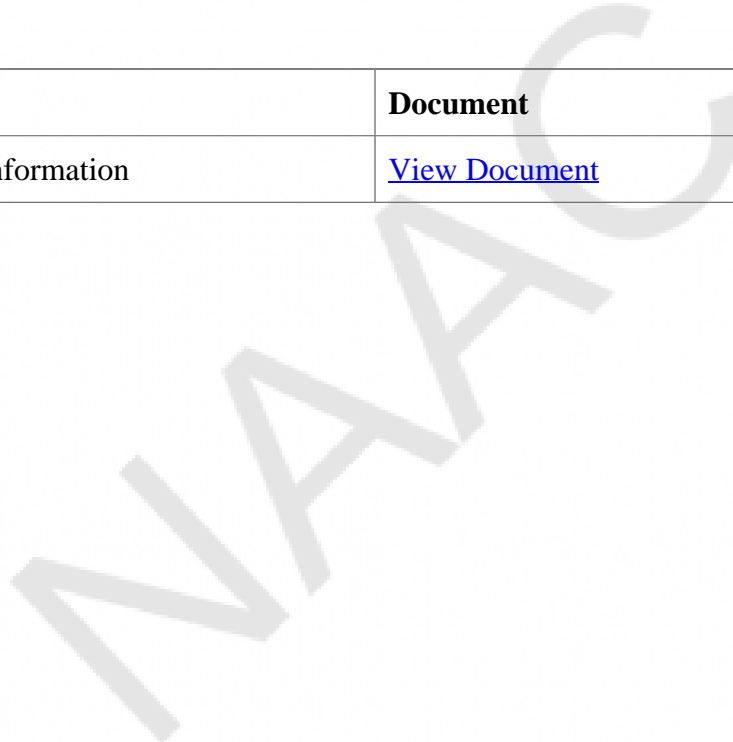
There are many other support facilities in the college, namely, fully smart board equipped reading room cum hall for small gatherings. There are set procedures for maintaining these facilities and they are optimally used for the benefits of students.

- 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 is 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 under supervision of Sports Officer.
- Working condition of computers, devices, and equipment is ensured.
- Office staff inspects the facilities like toilets, classrooms, corridors for need of maintenance.
- Library committee collects specific needs of the students and staff. Sports committee ensures the availability of sports equipment and monitors the usage of the ground, courts and indoor games facilities.

Academic support facilities: College regularly update academic support facility like books, periodicals. Teachers are motivated to participate in capacity building events like FDP, ICT training etc. Participation in seminar and workshop is promoted.

Evidence of success: College has sufficient facilities for teaching learning process. All parameters of procedures for utilization and maintenance are in place and student's centric environment is prevailing in college for benefit of students as stated in vision and mission.

File Description	Document
Upload any additional information	View Document



Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 28.48

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

2020-21	2019-20	2018-19	2017-18	2016-17
807	559	474	564	511

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	View Document

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

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

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

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

Response: 5.78

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

2020-21	2019-20	2018-19	2017-18	2016-17
197	0	50	357	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

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

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance

- 3.Mechanisms for submission of online/offline students' grievances**
4.Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 0.35

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	0	0	0	1

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

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

Response: 32.15

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 235

File Description	Document
Details of student progression to higher education (Data Template)	View Document

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

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	3	1	0	0

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

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

Response: 11

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	4	1	2	4

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

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

Administrative Activities: For effective representation of students, established system is representative election of student's Body. As per State Government guidelines Merit bases nomination held in 2016,2017,2018 and 2019. Union representative works in coordination with administration for student related matters.

NSS, NCC, and PG students association is formed at the beginning of 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 activity, they plan their activities. Their interest in the conduct of events is really appreciative 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 NSS camp students take part in decision making process of running day to day activities of 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.

Extracurricular activities: Students of college are very enthusiastic in participating in extra-curricular activities. Annual function is organized with consultation of Students union representatives. Rehearsals, dress designing and all related activities are organized by students.

Cocurricular Activities: Cocurricular activities are organized with students' active participation. Students organize and promote these activities.

Established processes and norms for Selection: Students for representation are selected either by election, academic performance, willingness and prior experience. For representation in PG council students unanimously select their representative. Students participation in extracurricular activity is based on performance.

File Description	Document
Upload any additional information	View Document

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

Response: 13.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	13	16	23	17

File Description	Document
Report of the event	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

5.4 Alumni Engagement

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

Response:

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	Document
Upload any additional information	View Document

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

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Vision:

To become an institution in the vicinity with an aim of empowering Students with education and helping them develop their skill and making them responsible citizens with moral and ethical values. The teaching and learning community should work together to achieve effective goals.

Mission:

- To stimulate the academic environment for promotion of quality of teaching learning.
- To create entrepreneurship and employability skill of students with focus on girl students.
- To promote awareness on ecological and environmental issues.
- To inculcate heritage and local culture among students.
- To promote judicious use of existing available resources.

Reflection in of vision and mission statement in governance of Institute:

Nature of Governance:

The College practices a participatory mode of administration with all the stakeholders actively involved in its governance. College runs on norms set in all parameters by Department of Higher Education. Principal as head of family with help of teaching and non-teaching staff shoulders duties and responsibilities of smooth running of college.

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 implementation.

Our vision statement states an urgency to meet all requirement of students and making them responsible citizen. Good governance is reflection of participation and decision making of all stakeholders. There are many committees to support the governance of the college in the stated role. For example, these are IQAC, Examination cell, NSS, NCC, RC, carrier and counselling cell, library and sports committee, cultural and literacy committee, internal examination committee, antiraging committee, RUSA and UGC committee, disciplinary committee, scholarship committee, grievance redressal committee, etc.

As stated in vision and mission statement apart from teaching process, college works for overall development in cultural, sports and entrepreneurship activities. For academic performance, meetings with HOD's and faculty of is organised. Teaching-progress is monitored by Principal. Finances are managed by accountant with guideline of Principal.

Perspective/Strategic Plan:

Perspective/Strategic Plan work in framework of vision and mission statement. College prepares strategic plans and implement in synergy with staff members.

Focus areas in strategic planning are:

1. Infrastructure development for better teaching learning process.
2. Facility improvement in ICT.
3. Sports Tools and facilities upgradation.
4. Carrier counselling sessions.
5. Continuous improvement in teaching process.
6. Carrier oriented trainings and workshops for students.

Strategic and perspective plans are integrated with short term plans for growth and development which are discussed with Principal and staff. Resources are planned according to need of college. Responsibilities are fixed by discussions and specific qualities of respective person for better outcome. All stakeholders are proactively involved in collecting feedback on various issues of the institution aimed at continuous improvement of the system.

Success : College works in direction of preferential treatment to needs of students. Success of strategy incorporating vision and mission can be evident from increasing admissions in college.

File Description	Document
Paste link for additional information	View Document

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

Response:

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Admission is backbone of college and college has decentralised admission process all levels.

Case Study: Admission Process decentralization with effective results.**Objective:**

- Selection of students to admission in different courses.
- Establish transparency in the admission process and follow Government norms.
- To satisfy needs and queries of all stakeholders regarding admission process.

The admission process consists of convener of the committee. Faculty from different departments, clerical staff from the Administrative Office and Accounts Section and class four employee complete the admission process. Usually, the committee is formed after announcement of respective class results. The accounts department generate the formal fee structure incorporating all essential fee heads.

The responsibilities of the decentralised admission committee are the following.

- In present system of admission first year students have to apply in university website. This information is properly notified in college website and notice board. Readmission from second year is done through college itself.
- Prepare the seat matrix as per government reservation policy declared from time to time.
- Prepare admission list from online data generated on university website.
- Admission list is displayed in website by respective in charge.
- Draw time schedules for different merit lists and the last dates for admissions thereon.
- Staff is designated in help desk for enquiry handling process.
- Students are directed to designated room by support staff.
- After verification students are directed to fees counter.
- Accounts department help students in fees submission process.
- Name and mobile number of students approaching for admission enquiry is noted in help desk and admission in-charge for any follow-up.
- Admission cases with technical problems are sent to Principal for final decision.
- Student grievances and enquiry of parent go through Principal for decision making.
- The principal oversees the functioning of the admission process.

Key-points of process: admission process is participative and decentralised process. All teaching and non-teaching staff is involved in admission and related decision-making process in admitting over 2500 students. Accounts section work overtime for fees collection in different heads. College has not received any major grievances for admission process till date.

Decentralization Approach: Admission is core process of college and teaching and non-teaching staff at all level work in unison for success of admission process. Admission formalities and decision making at micro level is taken on the spot by respective in charge. Policy decisions are forwarded for principal.

Participative process: Participation of all staff is essential in effective functioning of admission process. Members of admission committee work in cooperative manner. In more than month long admission process, in case of any staff is on leave, work is shared by other member of admission committee.

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

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

For overall growth of institution strategic plans must be formulated, communicated and implemented effectively. Institution chalked out strategic plan on basis of perception of requirement of students. Our core team after several discussion 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 class rooms, 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, college has considered 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. From 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 Janabhadari 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, Photocopiers, Lab Equipments, Books, Sports equipments 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 after addition of ICT tools. 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: Teachers are encouraged to use ICT facilities for teaching learning and administration. 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. Website is playing important role in teaching learning process.

File Description	Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

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 any ambiguity.

Administrative setup: College has well defined setup as sanctioned by Higher education department. Setup consists of Principal, Professors, Assistant Professors, librarian, Sports officer, Head clerk, Lab technician and attendant, Clerks, computer operator, peon etc.

Principal: head of the institution is Principal who works under overall supervision of 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 decision-making body 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 take initiative and decisions in consultation with other teachers of the department.

Staff : The non-teaching staff members consist of 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. Principal has check and balance authority for functioning of office and other non- teaching staff.

Service Policies: It is at the Higher Govt. level the broader policies are framed and their communicated to the college in categorical terms for their affective implementation. The detail 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 Public Service Commission of the C.G. UGC regulation. The Service rules of teaching staff is decided by the govt. in accordance with frame work 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 setup policies and procedures of 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 teaching process Janbhagidari samiti of the college has been given power to appoint lecturer from janbhagidari account.

Policy Implementation: As Govt institution college has to follow all orders of Government. Small level policies for routine functioning are formulated by 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 functioning of college. Department of higher education issues directions and guideline for functioning of college. External auditors appointed by higher education analyze any procedural lacuna in functioning and suggest any changes required.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

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

Response:

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 is 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 – 80 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.

Canteen facility.

Wi-Fi facility

CCTV camera to ensure safety and security.

Fire extinguisher.

Group Insurance.

Uniform is provided to class IV employee.

Canteen facility in campus.

After untimely death of our teaching staff Shri Abhay Rathor , her wife Priti Rathore compensation appointment application was processed in timely manner and helped in her appointment as our college.

The staff is provided all necessary technical and ICT based facilities for routine working. The college administration also ensures healthy and hygienic daily working condition in the institution. The staffs themselves have been given the responsibility of maintaining their surroundings in accordance with their requirements. From Janbhagidari fund additional staff is arranged for help in proper functioning of office and departments.

Welfare measures during Covid-19: At the time of Covid-19 sanitization chamber has been installed in campus. Sanitization of campus and departments and office has been done. At covid-19 period mask and sanitizers has been distributed to staff by Principal. Work from home was permitted during covid-19.

In a nutshell, the Institution strives hard to keep our staff happy and healthy for better efficiency in professional and personal life.

File Description	Document
Upload any additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response:** 0.4**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	0	0	0

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response:** 20.1**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
13	3	5	2	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

The College 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 on different levels of administration. The efficiency and impact of the Performance Appraisal System has affected an improvement in the work quality and work output of the teaching and non-teaching staff members and benefited the academic programmes running in the College.

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 proforma for UGC Career Advancement Scheme (CAS) linked to 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.

d) Documents required by Higher education department for purpose of promotion are made available in stipulated time frame.

The performance appraisal system is annual and is based on the active involvement of the concerned staff members. They provide their self inputs with details in a well devised proforma for this purpose. Principal assesses the performance of them on the basis of this personal observation of their work and conduct and the corresponding documentary records. The reviewing officer, the commissioner Higher Education Department Chhasttisgarh is the next channel to endorse and comment upon the performance appraised report.

College also provides an opportunity for the faculty member to discuss his/her performance with the Principal. During these interactions, the Staff member becomes aware of the Principal's expectations from him/her.

The performance appraisal of the Principal is done by the Commissioner, Higher Education Department, C.G.

Academic Audit: Every year an academic audit is conducted by IQAC. Academic audit effectively analyze teaching learning and research outcome, For this purpose, expert committee of the senior faculty is constituted to inspect the colleges. This team assess the performance of each department. Staff are 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.

Performance evaluation of office staff: Departmental audit is performed by auditors appointed by Higher Education Department for the purpose. Accounts and procedural laps are indicated by audit team for further improvements.

The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Being a government institute college works strictly in accordance with the financial rules and regulation framed by the Finance Department of Higher Education and State Government. State Government had issues policy guidelines for financial transaction and utilization of grants from time to time. These policy guidelines are binding on the college. There is a system of regular periodic audit of expenditure made by institution to ensure strict compliance of procedure in spending money and to find out that these expenses are made economically and only for those purpose for which they are sanctioned.

The institution conducts internal as well external audit on regular basis. Internal financial audit is done on by experienced committee for the purpose. Account books are checked for any technical irregularity by the committee and Principal. External financial audit is done as per the scheduled of the Audit General and the Department of Higher Education, C.G. Government. External auditors verify income and expenditure of every aspect. 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 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 checks the receipts and payments and vouchers and entries in Account Ledger. Closing balance is tallied with bank passbook. Yearly audit enables the stake holder to know the current status of financial position and accordingly future actions are planned and processed. Janbhagidari audit is tabled on general meeting of Janbhagidari samiti for approval.

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 verified annually by internal committee.

State government audit reports points any irregularity in utilization of funds in terms of Audit objection. College has to clear audit objection by removing irregularity and or clearing irregular transactions.

File Description	Document
Paste link for additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

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

Response:

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 Chhattisagrh sanction grants for salary, conduction of cocurricular and extracurricular activities, upgradation of infrastructure and laboratories facilities, purchase of library books, addition of any new infrastructure and other activities.

RUSA: RUSA plays key role in resource mobilization of the college. As per proposal of college RUSA has sanctioned 1.40 Cr for construction of 14 new class rooms, Rs 70 lakhs for renovation of old building and Rs 60 Lakhs for improvement of resources.

Janbhagidari Samiti fund: The major chunk of finances is received by college from student's fees in janbhagidari fund, which is utilized for college development, routine work, maintenance of ICT tools, construction of cycle stand, canteen and appointment of teachers etc.

UGC: UGC has been major source of fund for infrastructure development and capacity building.

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 plan as per requirement of college.

It makes it a point that all the transactions must be properly documented. Principal monitors mobilization of funds with legal factors controlled by purchase committee. Stock register is maintained in prescribed format with physical verification done in 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. College has formulated resource utilization policy, which is obligatory to all stake holders.
2. The time-table committee looks after the proper utilization of classrooms and laboratories.
3. The Library Advisory Committee takes care that the resources in library are utilized optimally.
4. Cleaning and maintenance are done on regular basis. Old building is being renovated by RUSA fund sanctioned on the basis of proposal submitted by college.
5. Minor repairing work is done all year around.
6. Equipments, ICT tools and sports gears are utilized as required and periodic maintenance is performed.
8. Gardener is appointed for garden maintenance and beautification.
9. Green Audit and energy audit has been performed by registered agency.
10. CCTV system is installed for safety of institution.
11. Student parking has been constructed with CCTV facility for safety of student's vehicle.
12. On request of college local ward members had donated benches for students.
13. For cleanliness and hand on maintenance class four employees are appointed for keep-up of resources.

College has limited resources in its jurisdiction. This has inspired college to adopt policy measures for optimal utilization of existing resources. The Institution has well set mechanism to monitor and improve efficiently of available resources.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

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. During the assessment period, the two practices that are institutionalized as a result of IQAC initiatives are described below.

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.

- 5 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 content in their departments which 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 in the advancement of contemporary fields. 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 apply 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. Employability Enhancement:

IQAC is significantly contributed in quality initiative in employability enhancement of students. Students of college caters to low economic background and they do not have access to coaching or any other training. Financial and other constraints like transportation are hinderance factor for employability enhancement of students of which a larger chunk belong to girl students. IQAC with discussions feedback decided to work towards enhancement of employability of students of college. Programs for career counselling, skill development and business concepts are regularly organized in College. These programs give a basic concept and psychological boost to students for employability. Entrepreneurship programs are regularly organized in college. CITCON is leading entrepreneurship training institute in Chhattisgarh and every year Entrepreneurship programs are organized in coordination with CITCON. Entrepreneurship skill

and resource utilization of local area for business is core concept of EAC Camps. 45 Days EDP also been organized in food and processing business, Core concept of these camps are be a Owner not a worker.

Some skill courses are organized specially for girl students for cooking, personality development and beautician trade. Courses related to business concepts are organised by Department of Commerce. Most of students do not have access to computers and to learn basics of computer, value added course in computer was also organized.

IQAC works in coordination, feedback and consultation with different departments for upliftment and improvement in every aspect of student life as mentioned in vision and mission statement.

File Description	Document
Upload any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

IQAC has developed a system of regular monitoring system for learning process and outcome through different methodologies. IQAC by experience and feedback various innovative activities and reforms were introduced. The improvements based on IQAC methodology is continuously monitored.

Case -I Teaching learning Process

A) IQAC periodically reviews the teaching-learning process, structures & methodologies of operations, and learning outcomes: The standard methods of teaching, learning, and evaluation which 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 not only the regular teaching-learning process but also to accommodate the various events like seminar/ guest lecture/ workshops/ FDP's/ Hands-on-series and many more.

Preparation of lesson plan for each Semester: The lesson plan is prepared by the faculty members for all the subjects they teach in that particular semester. Enriching the curriculum with guest lectures, industrial visits, and Internships Daily lecture Record: Everyday faculty prepare and submit details of the lecture along with the topic covered on an online portal.

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. Director and management also monitor the feedback system and takes appropriate corrective actions.

the following incremental improvements supporting teaching learning quality

- Midterm and continuous evaluation comprising of internal tests, assignments, group discussions, and seminar presentations.
- Providing Question bank of various subjects to the students from library.
- Providing Lecture notes through an online portal.
- Seats has been increased in various classes BCom/BA/PGDCA.
- New computer lab has been started for PGDCA departments.
- New 14 classrooms are constructed for teaching.
- Computers and ICT tool infrastructure has been improved. Approximate 45 computers has been added.
- New students parking has started working.
- 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 weakness and strength.

:

- Institute has the provision of analysis of students' performance after the announcement of their semester results. If the result of the students, in a subject, is not found up to the mark, teachers motivate students for improvement.
- Internal evaluation system is robust in nature. Internal valuation is done through written test, discussions and class monitoring.
- As per university directive ten percent marks of internal evaluation is mandatory and added in final results. Students are notified through website, college notice boards, classroom announcement and relative whastsApp groups.
- Absent students are given another chance to participate.
- Students learning process is enhanced by unit tests and half yearly examinations.
- Through these evaluations students are in constant contact with teachers which helps to perform better.

File Description	Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

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

Response: D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The college is a co-education institution having nearly 70% girl students admitted to various programmes. Most of girl students come from nearby village areas with little knowledge about measures of self-protection. The college is concerned towards gender equality of its students and efforts for overall development of girl students is top priority as stated in vision and mission. Concerns regarding security and safety are addressed by the college through different means.

Institute has been insightful and pro-active in dealing with the issues and concerns pertaining to Gender Equity and Sensitization in the college. NCC, NSS, Anti-Ragging Cell, Grievance Redressal Cell provide a vibrant platform to conduct awareness campaigns, lectures, rallies, and interactive sessions to address various concerns.

Measures initiated:

Safety And Security

- Protected Campus: College campus is situated in national highway and protected in all aspects with easy and safe approach.
- CCTV – College is CCTV protected with all corners under surveillance.
- As suggested by NAAC team in first cycle institute about lack of boundary wall, the college is in regular communication with different agencies of Government for boundary wall budget.
- Police station is approximate one kilometre away and in case of emergency, police van can approach in just 5 minutes to campus.

Counseling:

- Counseling – Career and Life/soft-skills counseling and training of students.
- Informative notice board for punishment against women harassment is on display.
- Help desk is open for any query or any other help for all students.
- College has more than 70 percent girl students enrolled and more than 50 percent teaching staff is female who can understand problems of girls. Girl students can approach any staff for help, counselling or any other women specific support.

Common Rooms

- Fully furnished girls' common room with drinking water and toilet has been maintained.
- With help of NGO Sanitary Napkin winding machine is installed in college for benefit of girl students.
- Dressing mirror and sitting arrangements with adequate lighting, ventilation, cooling and toilets

Other Means

- Girls toilet is equipped with sanitary pad vending machine
- Reservation of 30 percent students is followed as per state Government directive.
- Fee concession to girl students on admission as per Govt. of Chhattisagrh regulations.
- Scholarship to girl students is awarded as per govt rules.
- NCC and NSS unit is working for awareness of gender equity.
- Women cell and sexual harassment cell is working as per guideline of Government. Complaint /grievance system is online in college web site and offline mode through complaint box.
- International Women's Day is celebrated.
- AIDS Awareness programs are organised in class.
- Provision for maternity leave and child care leave as per Govt. rules.
- Well equipped girl's toilet is available for student and Women staff.
- The gender based issues are also part of university curriculum for awareness.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document
Link for annual gender sensitization action plan	View Document

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

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

Response: D. 1 of the above

File Description	Document
Any other relevant information	View Document

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

- Solid waste management
- Liquid waste management

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

Response:

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. Lot of fallen leaves in 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 of underground septic tanks made of concrete. Water waste pipe from RO filter is opened to plants for recycling purpose. College has rain water harvesting facility for proper utilization of water.

Biomedical waste management: Our College has 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, College principal has limited power to write-off old and irreparable items. These items has to be physical stored for stock maintenance. The cartridges of printers are refilled and reused in the campus. Batteries are replaced in UPS for maintenance in working condition.

Hazardous chemical and radioactive waste management: The College neither has the requisite license nor handles any sort of hazardous chemical or radioactive material.

Thus, the college administration follows optimum waste management practices and effectively manages different types of waste without adding to environmental pollution.

File Description	Document
Any other relevant information	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**

5.Maintenance of water bodies and distribution system in the campus**Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

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

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

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	View Document
Geotagged photographs / videos of the facilities	View Document
Details of the Software procured for providing the assistance	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

One of the objectives of the College is to inculcate moral and social values in young minds. It provides an equitable, rationale, fair and encouraging environment for students to grow to the full of their capacity. There is friendliness and amity among students belonging to different socioeconomic and cultural strata of the society. Taking all along in their journey for progress is the core value guiding different activities of the college.

There are economic, social and gender based differences among them and these diversities come to naught when they enter in the campus of the college. The teachers are committed to impart education to students without any impartiality. In regular classes, the students have become the part of a well energized learning in harmonious way. They might differ on any issue but not because of their socio-cultural differences.

The equitable educational environment provided by the college helps boys and girls to develop themselves in a very healthy environment for their mutual growth. The college administration is extra vigilant to provide 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 programmes about different feminine issues. The socioeconomic and gender based issues are also part of university curriculum for awareness.

The college administration takes welfare measures to provide fair academic conditions to all students. A certain percentage of seats are reserved for the students coming from socio-economically modest sections of the society to provide equal educational opportunities to them. Institution helps student to get scholarship under different schemes and proper guidance is given by due process.

Through NSS and NCC activities, students are made aware of social work and they imbibe the value of togetherness, social amity and team work. The respective diversities get melted while doing different group tasks. The students who are involved in such activities are socialized to work in group for societal welfare. There is deep seated harmony in the overall functioning of the college and the teachers and college administration work with students to create an enviable environment of inclusive growth of all.

College has incorporated promotion of local culture in vision and mission document. Regular programmas are organized for local language promotion. Local chhattisagrhi food learning is regular part of cooking workshop. Local freedom fighter Dr. Khoob Chand Baghel, on whom college is renamed, is remembered through His anniversaries motivating students to connect with local culture.

Under EBSB (EK BHARAT SHRESHTH BHARAT) College has paired with Govt College Nawasari Gujrat for culture exchange. College has organized several programs for awareness of Gujrati culture among students. Some programs in Chhattisgarhi is organized for Govt College Nawasari for online culture exchange.

For social moral and cultural development of students as wel as inculcating universal values of vasunddeva cutumbkam, College regularly organises cultural activities, motivational talks in College. Students and staff enthusiastically participate in such activities in large numbers and in turn get inspired to contribute in society at personal level.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

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

Response:

The vision and mission of the college states clearly that the aim of the institution is to develop students into fully socially conscious human resource for India. The constitutional obligations are among core values guiding different activities of the college in multifarious ways. The participative, welfare oriented and impartial working of the college is guided by different goalposts of the Constitution of India. 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 them about the sacrifices made by our freedom fighters in the National Movement. After the hoisting of tricolour, there have been widely participative deliberations about the high values which guided our leaders in spearheading the movement. The teachers and students enjoy patriotic songs and encourage commitment for constitutional values. Our student Varsha Pandey got selected for Republic day parade in New Delhi.

- 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 and also the related duties. Such programmes guide students to learn about the requisite balance between their rights and duties towards others. The NSS and NCC units are actively engaged in inculcating among students basic understanding about their role towards society.
- For environmental responsibility many informative and motivational programs are organized. In Swachh Bharat Internship programs students of college attended 100 Hours swachhta service in local villages. Students participated in various cleaning and awareness activities in villages. Anti tobacco pledge are given to students.
- Voter awareness programs are organized every year to motivate students for their responsibility.
- Constitution of India is part of curriculum in BA and MA Political Science , which sensitizes the students about constitutional obligations.
- College has notice board indicating responsibilities of Citizen and Code of conduct. Code of conduct is displayed in website also.
- Teacher's day is celebrated in memory of Dr S. Radhakrishnan.
- NSS activities inspire students for community service and leadership quality development.
- NCC cadets learn honor and duty towards country by Republic day , Independence day celebrations.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document

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

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day/Independence Day – College celebrates republic and Independence Day every year to mark adoption of Indian constitution and freedom struggle. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal. NCC and NSS students actively participate in celebration.

Gandhi Jayanti: Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. It inspires students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation. Exhibition depicting Gandhiji's work has been organised by department of English. Respected Chief Minister Honorable Bhupes Baghel inaugurated the exhibition.

Yoga day: International Yoga Day is celebrated on 21st June every year. Yoga practice and training is organised in college. Staff and students from college and nearby places practice yoga as per protocol. Yoga day teaches unity of mind and body; thought and action; restraint and fulfilment.

Constitution Day (Samvidhan Divas): Constitution Day on every 10 December is organised by Political Science department. Lecture on importance of constitution, our duties and rights are conducted.

Dr. Khoob Chand Baghel Jayanti : Dr Khoob Chand Baghel is freedom fighter of region. He was ardent follower of local chhattisagrhi culture. Our college is named in memory of contribution of his work towards freedom struggle and dream of Chhattisgarh State. A statue is placed in college campus to commemorate his deeds for Chhattisgarh. Every year formal program is organised on his Jayanti.

Basant Panchmi : Every year Basant Panchmi is organised in college and saraswati pooja is performed by staff and students.

Hindi Diwas Celebration: Hindi Diwas is celebrated on 14th September to celebrate the adaptation of Hindi as one of the official languages in India. Hindi written in Devanagari script was adopted as official language under article 343 of the Indian constitution. On this day, different activities like essay writing competition, speech competition, poem recitation etc. are organized in the college.

NCC Day : NCC day is organised every year to remember establishment of armed forces. Multifaceted activities on this day to shape them to be responsible citizen of tomorrow.

Others notable day celebration include Ambedkar Jayanti ,Teacher's day, Women's day etc.

File Description	Document
Link for Geotagged photographs of some of the events	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Two Best Practice in College

Best Practice :1

Title of the Practice: Women Empowerment

Objectives of the Practice: It has been obtained from the profile students joining various courses of the college that there are many students coming from the rural areas with low economic back ground. Their parents are unable to provide them a sustained support to select and train in soft skills due to financial constraints. so, the noble objectives of the practice are

- To provide soft skill training, career counselling to girl student to make them self-dependent.
- To increase awareness of women rights among girl students to make them confident.
- To promote the 'gender equality' among the students.

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

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

1. Soft skill training
2. Workshops and training programs like cooking classes, dress designing classes, beauty parlor course, cloth dyeing.
3. Career counselling workshops

4. Simple skill likes rangoli mehendi.

5. Awareness for women rights.

6. Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently.

7. Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective.

The skills can help girls in process of entrepreneurship. These skills are simple to learn cost effective and can be managed by institute. Skill training are being organised regularly in institute. Workshops ranges from 1 day to seven days. Skill learning is better in group discussions and students are given every chance for queries to satisfied. Beauty parlor workshop is organized by Ku Maninder Kaur who runs a beauty Parlor shop in vicinity. Students can contact her at any time for suggestions. Career counselling 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 skill. CITCON offers business project proposal for startups. Programs on awareness on women rights are organised. Students come from low economic background and they do not have awareness about legal rights or women harassment laws.

The Principal along with the Coordinator monitors the implementation of the plan. **Evidence of success:** Girl students do not have access to these all-round improvement programs. Learning process with experience is successful idea for girl students. Due to lack of facilities college cannot accommodate all aspiring student. All stakeholders are satisfied and learned skill are utilized in many aspect of life. These skills are like a treasure to students and they can use these skills at any point of life.

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

Best Practice 2 :

Local Culture Promotion Back to roots. 'Janbo badhabo'

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

1. To increase awareness of local Chhattisgarhi culture.

2. To train them in local dance and music form.

3. To promote local language by organizing competitions.

The expected outcome of this best practice is student will be acquainted with chhattisgarhi culture and they will be ambassador of culture through generations. **Context:** In the time of social media and education system students are forgetting our local Chhattisgarhi dance, food, language, heritage and important persons. This lacking is promoted us to add these elements in our thrust area. We observe that local students know average local chhattisagrhi language but their knowledge is limited to that extend. As a educational institute with obligation of society we decided some core areas for promotion. Some students form villages are well versed with some areas of culture and some students are part of dance performance teams. Institute has decided to take their help in this cause. With discussions institute found that Dr.KhoobChand Baghel is widely respected freedom fighter, poet and doctor in this area, so we decided to project him as inspiration to promote local culture. Earlier scope of this practice is centered around Rng Jhanjhar a stage formed for promotion. Now scope had been broadened.

Practice:

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

Dr KhoobChand Baghel Jayanti is organized with local participation. Institute make him symbol of local identity. Students connect him as bearer of local culture. Statue of Dr KhoobChand Baghel is placed at entrance of college and on Chhattisgarh 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 department in their programs run courses on local food preparation.

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

Evidence of Success: Student participle regularly in programs related to chhattisagrth. Students' concepts are changing. Students now know about culture and traditions. At special occasions student dress in local ethnic culture and relate themselves. Culture awareness in increasing and this is success of best practice. Locals gather every year in college to commemorate Dr Khoob Chand Baghel on whom the college is named.

File Description	Document
Link for Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

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

Response:

Our college is located in semi-urban areas catering to needs of nearby villages with weaker economic sections. Basic and primary aim of college is to prepare students to give them exposure for career planning. Distinctive areas can be presented as:

1. College is well connected with easy transport facilities available just on the main gate.
2. Local students prefer college for better facilities and quality education.
3. Student strength is currently 2700 and is increasing every year showing student preference.

Thrust Area

College is proud of its institutional distinctiveness in working for the accessibility of Higher Education to common masses. It is committed to provide affordable quality higher education in congenial environment to the students from differently placed socio-economic sections of the society. It functions in consonance with ground realities and ensures inclusive growth of all students. It is imparting broad-based education to students with a wide range of academic, co-curricular and extra-curricular activities at a very modest fee structure. Besides this, it provides scholarships to a large number of students so that they can afford their educational expenses and continue with their studies without any hardships.

Making daughters stronger: 'our aim is to bring the girl students into the main stream of higher education'

It is very much important in the overall progress and development of the institution. With this view our college has its own mission statement Accordingly we always try to function uniquely and innovatively. Our college caters to girl students of nearby villages. College has a larger number of girl than boys. Most of the girl students are from rural areas & poor background, but they are not poor in talent, knowledge and humility. In accordance with mission statement HEI gives exposure to the girl students to get an opportunity to participate in every curricular, extracurricular and extension activities very actively.

Through the cells like NSS, NCC, career counseling girl students are given opportunities to develop their academic as well as professional, cultural, social consciousness, alertness, responsiveness. They get admission on merit basis and study with other students in equitable study environment. This mechanism helps in providing opportunities to students who are otherwise deprived of this basic right because of their disadvantageous socio-economic conditions. The college teachers and administration ensure that they study in comfortable environment with equal participation with other students and all learn to live in amity with a spirit of inclusive growth.

The socio-economic differences of students evaporate in harmonious and mutually supportive academic culture of the college.

Women Empowerment Programs: College frequently organizes women empowerment programs. Girl students are regularly updated about their legal rights. College has well established check and balance system for girl safety. College has CCTV coverage on all areas. College staff encourage girl students to

share their fears and apprehensions. Special health related Seminars, work shop was organized and health checkup camps has been organized to find out the health issues.

Sports activity: Sports performance is distinctiveness of college. Students with interest in sports prefer college for admission. The college always consider rural background students as a central input and strength of the institution. Every effort is made by college to make sports gear available to students for practice sessions.

College Sports team has good track record of achievements. Every year students perform very well and get selected in University, State and Indian team. Deepak Kumar soft ball player has made place in Indian Soft Ball team. Another Soft ball player made to University and All India team. He has secured a Job with Indian railways and presently working as Revenue Inspector on sports quota. Student Renuka Devdas Sonwani excelled in boxing and currently serving in Indian Army in Dehradun.

Girls Performance in sports: Girls outperform in numbers in sports field. Girls from weaker economic backgrounds are trained according to their interest. Senior students help and train for better performance. Every year girls are being selected for university and state team.

Skill enhancement: Entrepreneur Skills Development

To become a successful entrepreneur requires a set of technical skills. Hence the institute focuses on Entrepreneur Skill Development. As the technology and industry keep on changing, the human resources too have to be familiarized and trained in the light of it. The lack of these skills put them on back seat.

The institution has taken efforts to induce the required skills and make the students rise to industry requirements. The college organizes the women empowerment programs for making them confident enough to struggle the battle of life.

Enhancing Commitment to Society

Another important aspect is the sense of recognition of one's duty and responsibility towards the society. The institution is not behind in accepting the social responsibilities and inculcating them in our students specially in girl students as well.

- College has NCC and NSS girls wing working.
- Activities of ecological concerns, blood donation camps are organized.
- NCC Students work as volunteers in field events when directed by NCC office.
- Rallies and other awareness programs are performed in regular basis. This strengthens the bond and forms a link between the youths and society.
- Participation in camps increase self-confidence and community engagement skill

Success of efforts in thrust area:

Girl student outperform in all fields of college activity. In academics fields girls perform better than boys. Girls secure regular positions in university merit list.

File Description	Document
Link for appropriate web in the Institutional website	View Document

NAAC

5. CONCLUSION

Additional Information :

College caters to semi-urban area and situated in GE Road offers study opportunity to local village students. Established in 1983 , through the time college has adequate facilities for running variety of courses. Uniqueness of college can be ascertained by the facts :

- College staff frequently offer services to various agencies. Staff is working for PSc copy checking, evaluation and other allotted work.
- Staff is deputed to work as various capacities in elections process.
- NSS is actively involved in variety of activities. Some students offered opportunities to excel due to NSS engagements. Two students of College physically participated in Environment seminar in Nepal.
- College due to location and teaching preferred our college above other college of area.
- Sports activities are up to the mark and two students selected for national soft ball Team.

Concluding Remarks :

College from its limited resources try to adhere to vision and mission statement. Due to high influx of students it is difficult but not impossible to work in the direction. Our staff work tirelessly in this direction. The College has been successful in meeting the expectations of all the stakeholders like students, alumnae, parents and the general public. The college comprises of well-furnished buildings, having academic, administrative infrastructure. College has currently 7 PG Departments.

Some noteworthy features of our college are - Online Admission, expansion in infrastructural facilities to accommodate continually increasing students' intake, to update the students on various parameters. College is looking in direction of increasing skill development courses as stated in NEP.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.1.2	<p>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>297</td> <td>318</td> <td>270</td> <td>302</td> <td>291</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>321</td> <td>318</td> <td>270</td> <td>302</td> <td>291</td> </tr> </tbody> </table> <p>Remark : The value is updated</p>	2020-21	2019-20	2018-19	2017-18	2016-17	297	318	270	302	291	2020-21	2019-20	2018-19	2017-18	2016-17	321	318	270	302	291
2020-21	2019-20	2018-19	2017-18	2016-17																	
297	318	270	302	291																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
321	318	270	302	291																	
3.2.2	<p>Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years</p> <p>3.2.2.1. Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>4</td> <td>1</td> <td>3</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>4</td> <td>1</td> <td>3</td> <td>1</td> </tr> </tbody> </table> <p>Remark : The value is edited</p>	2020-21	2019-20	2018-19	2017-18	2016-17	0	4	1	3	1	2020-21	2019-20	2018-19	2017-18	2016-17	1	4	1	3	1
2020-21	2019-20	2018-19	2017-18	2016-17																	
0	4	1	3	1																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	4	1	3	1																	
4.1.4	<p>Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)</p> <p>4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	

135.5	0.23	2.5	130.56	0.2
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Remark : There is no supporting document.

2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>13</td> <td>13</td> <td>13</td> <td>13</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>11</td> <td>11</td> <td>11</td> <td>11</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	13	13	13	13	13	2020-21	2019-20	2018-19	2017-18	2016-17	11	11	11	11	11
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13	13	13	13	13																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
11	11	11	11	11																	
2.2	<p>Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>40.54</td> <td>41.14</td> <td>26.33</td> <td>143.063</td> <td>2.94</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>40.27</td> <td>12.85</td> <td>75.26</td> <td>24.37</td> <td>56.46</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	40.54	41.14	26.33	143.063	2.94	2020-21	2019-20	2018-19	2017-18	2016-17	40.27	12.85	75.26	24.37	56.46
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