



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

## **GOVERNMENT COLLEGE BALRAMPUR**

GOVERNMENT COLLEGE BALRAMPUR RAMANUJGANJ ROAD, BALRAMPUR  
DISTT-BALRAMPUR-RAMANUJGANJ (CHHATTISGARH)-497119  
497119

[www.govtcollegebalrampur.ac.in](http://www.govtcollegebalrampur.ac.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Government College Balrampur affiliated to Sant Gahira Guru vishwavidyalaya, Sarguja, Ambikapur Chhattisgarh, is an institute of higher education in Northern Chhattisgarh of India. Established in a school building in the year 2008 with Arts, Commerce and Science faculties, the college shifted to its present campus in the year 2013. Since then, it has been making strides in terms of academic and infrastructural up-gradation which has enabled it to emerge as a fore-runner in Education in the rural and economical backward tribal populated region.

The college offers Post-Graduation in Hindi and Chemistry (CBCS) four semesters and under graduate programs in B.A., B.Sc. and B.Com.

Making a humble beginning with 115 students and one faculty member, today it has more than 700 students. A team of dedicated and well qualified faculty members facilitate effectual teaching and contribute in shaping the Next-gen.

The college has a well-equipped partially automated library with a compendium of more than 7000 books, equipped with INFLIBNET, computer and internet facilities; canteen, cycle-stand, Cultural Program Stage, Oxy-Reading Zone, full of greenery in the campus and zero power cut area with the help of a house 05 kWP SPV Power Plant, a vision project of the Chhattisgarh Renewal Energy Science & Technology Promotion Society.

To impart holistic training to students, the college undertakes extension activities through N.S.S volunteers, NCC cadets (Army Wing), various societies and departmental activities such as AIDS Awareness, Community, Hygiene and Sanitation, Greenery committees, Gender Equity and Women Empowerment, Literary, and Traffic Awareness through social work committee. Moreover the college has Anti-Ragging Committee, Help Desk, and Female sexual harassment and grievance redressal committee etc function in tandem with college administration. These committees work tirelessly as facilitators to enable students to explore their creativity and potential to learn the value of hard work and achieve excellence. The college aims at providing a conducive environment for personality development of the students and to provide them a platform to blossom into responsible and confident young students who can live a life of dignity and make meaningful contribution to society.

### Vision

**Government College Balrampur aims to achieve qualitative and value-based education to students so that they are nurtured to be job-ready and become socially sensible citizens of the country. The hallmark will be the holistic development of the learners.**

### Mission

- 1. To make higher education approachable.**

2. To make quality higher education accessible to all sections of society, including the tribal population of Chhattisgarh.
3. To provide quality higher education and sustain academic excellence.
4. To enhance skills of the youth for self-reliance and sustainable development.
5. To impart leadership qualities among students and make them responsible to the society.
6. To develop courage, confidence and competitive spirit in the changing global scenario.
7. To provide opportunity of quality-based and value-oriented education to the students.
8. To provide surrounding where more students participate in sports at state, national and international level.
9. To provide quality education in the disciplines of arts, humanities, social sciences, natural sciences and other disciplines of learning.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

1. The college has own building and situated in the District Head Quarter.
2. College offering UG programme like B.A, B.Sc.,and B.Com and PG courses in Hindi and Chemistry.
3. College leads to emphasizes on the all-round development of students by exposing them various curricular, co-curricular and extra-curricular activities.
4. It has partially automated library with rich collection of books and e-database of books and journals.
5. The college library has reading space with browsing facility.
6. A sufficient number of teachers having Ph.D.(from reputed university) actively participating in teaching, research, seminar, conferences, workshop etc.
7. Approximately 30% students obtaining a scholarship which is very helpful for economically backward students.
8. Our students are actively take parts in various sports activities within and outside the campus and brought positions and accolades to the college.
9. The college has transparent mechanism and dedicated team for handling any kind of student grievances.
10. It has functional NCC (Army wing) and NSS unit.
11. The college has CCTV surveillance and canteen facility.

### **Institutional Weakness**

1. Being newly established college, it lack infrastructure such as sufficient class room, ICT enabled class room, modern lab, auditorium, indoor sports hall, hostel, health care centre, staff quarter etc.
2. Since lack of classroom for further opening of new courses/programme are postponed.
3. Limited scope for research.
4. Inadequate set up for teaching and non-teaching staff, vacant sanctioned post adversely affect the academic progress.
5. Heavy work load on faculty members.

### **Institutional Opportunity**

1. Majority of students belongs to economically backward and tribal rural families and state government is

providing SC, ST, OBC, BPL, Merit scholarship to students. Therefore college has opportunity to encourage them for pursuing higher education.

2. Most of the our students belongs to rural areas thus college has opportunities to improve their soft skill, employability among students and make aware various career options available for them.
3. State government is providing free books (Book Bank) to SC/ST/BPL students and free stationary for SC/ST students.
4. High demand for more UG and PG programs/courses for which proposal have been already submitted to Department of Higher education, Chhattisgarh Government.
5. College has spare unconstructed land where new academic block/Hostel etc can be constructed to offer new programme and courses.

It has providing ample opportunities for staff to participate in various faculty development programmes/seminars/conferences and publish books and research papers.

### **Institutional Challenge**

1. Students teacher ratio is high.
2. Low sanctioned post with reference to program.
3. Enrolment of students in some UG programme is not satisfactory.
4. Majority of students belong to educationally and economically backward families. Their school level education is very poor. Thus it is very challenging for faculty to prepare them for competitive world.
5. Students are not inclined towards progression to higher education owing to poor background.
6. Poor transportation facility as a result students are unwilling to stay in the college till the prescribed time limit.
7. Completing curricular aspect within limited classrooms and faculty.
8. Lack of fund for research.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Government College Balrampur is affiliated to Sant Gahira Guru Vishwavidyalaya Sarguja Ambikapur(C.G.).The college is teaching the curricula designed by the affiliating University and college makes every effort to improve and update the syllabus as and when required during faculty participating in Board of studies meeting organized by University. In addition to this an academic calendar every year offered by Department of Higher education. So college prepare an own academic calendar which work in tandem with University and Department of Higher education. The college offer three Undergraduate Programme (B.A., B.Sc., B.Com.) and two Postgraduate programme (M.A. Hindi and M.Sc. Chemistry). The Undergraduate programme follows the annual system of examination and Postgraduate Programme follows semester system (Choice Based Credit System-CBCS). In order to realise the vision and mission of college various committee is working to look after the effective implementation and timely completion of prescribed syllabi, co-curricular, extra-curricular and extension activities. The college inculcate human values, gender equality, sustainable practices and professional ethics among students. The institute has introduced the feed –back system for this a set of questionnaire has been given to students and their feedback has been collected and analysed. The analysis report is used to improve the quality of the college and healthy academic environment has been created for empowerment of the students and institution

## Teaching-learning and Evaluation

The college situated in tribal populated district headquarter Balrampur. In this college 12th pass out aspiring to get admission in arts, science and commerce stream and UG pass out student seeking admission in M.A. Hindi and M.Sc. Chemistry Program. The process of admission to various programmes is transparent, fare and students are given admission on the basis of merit. The college follow the reservation policy (ST-32%, SC-12%, OBC-14% & PwD-3%) laid down by Chhattisgarh Government. In some programs seats remain vacant. The college is Co-educational institution and in most of the program girls outnumbers the boys. Here every possible measure is undertaken for conducive class-room environment and teaching learning made effective show that advanced learner as well as slow learner gets benefitted. Teachers are encouraged to use the modern teaching aids and technological tools along with conventional teaching method. Besides this teachers are engaged in not only giving information to student but they stressed on student learning also. The academic performance of student gauged by internal evaluation on the basis of marks secured by them in unit/class test, assignment, seminar, project work etc. The college has IQAC which review the academic progress of every department and conduct the academic audit. Moreover in continuous Internal Evaluation (CIE) system, adopting the transparent and robust mechanism to assess the progress of students according to specified scheduled defined by Department of Higher Education Chhattisgarh. Methodology of evaluation process, examination pattern, programme and course outcome are communicated to students through the website, class interaction and college prospectus at the time of admission. The examination related grievances addressed in transparent, time-bound and efficient way through examination committee. Those students who are not satisfied with marks given they can apply for revaluation, retotaling and photocopies of answer book. The college has developed a feedback system which keep eye on teaching learning process and student satisfaction.

## Research, Innovations and Extension

The college has young faculty and striving to promote research culture. Thus it has encourages its faculty members to submit research proposals to various funding agencies and encourages teachers to participate in conferences, workshops and publish research papers. The colleges have research Centre in Hindi. Faculty member of Hindi department recognized as research guide and presently they are supervising three Ph.D. students. Some faculty members have research papers in reputed journals. Although college does not offer separate research budget. Our students are also engaged in extension activities. The college has active unit of NSS, NCC and Red cross society through which extension activities carried out such as swachhta hi sewa hai campaign, AIDS awareness, Traffic awareness, Environmental awareness (Every year planting of sapling), Fight against corruption, electoral awareness (SVEEP), people health awareness etc. However the college is newly established and yet not developed incubation center or related platform for the student so that their novel idea translates into viable business/startup.

## Infrastructure and Learning Resources

The college has own building spread up 1522 m<sup>2</sup> built up area comprising 13 class room, Library, Principal office, teacher seating room, Girls common room, NCC and NSS room, canteen (separate building), cycle stand, staff parking, Cultural Program stage, Oxy reading Zone and separate washrooms for male and female. There are separate laboratories for Physics, Chemistry, Botany, Zoology and computer science. College library

has more than 7300 valuable collection of books, subscription of magazines and newspapers; it is partially automated with KOHA software. We are member of NLIST (INFLIBNET) from where teachers and students get access to e-journals and e-books. The college has a well-equipped computer lab with internet facility and demand for more computers from district administration is in pipeline. Besides this college campus is partially Wi-Fi enabled. Further to emphasize the use of ICT college having 2 overhead projector. To enhance the security entire college under 24×7 CCTV surveillance. In order to uninterrupted power supply college has 05 KWP SPV power plant (Solar) with 20 SPV panels. To lower electricity consumption, LED as a lighting source used in all the rooms. The college has more amenities include sports/athletic/gym equipment/small playground which encourages students to participate in different sports event. Moreover college has been providing safe drinking water facility through installation of aqua guard/water ATM and also developed herbal garden for benefit of society.

### **Student Support and Progression**

On the beginning of every academic year the college publishes its updated prospectus and uploaded on its website which gives information regarding College, guideline for admission, available programme, fee details, Facility available in the college, code of conduct and other relevant details. Once admitted in the college, the students avail the various facilities in the form of sports facilities, encouragement for participation in co-curricular activities. The eligible students get financial assistance in the form of scholarship from state government sponsored scheme. More than 5 Lakh rupees have been sanctioned under different scheme in last 5 years to support the education of different poor category students. The SC, ST students are provided facility of free books and stationery. The college also conducts remedial classes for needy students. The college developed the culture capability enhancement cell such as guidance for competitive examination, career counseling, personal counseling, yoga and meditation and career opportunities in changing global scenario. We are giving support for pursuing higher education from reputed universities/institution. For the care and support of female students we have established woman grievances/support cell and girls common room. The students from socially and economically weaker section of society and physically challenged students gets special attention to address their issue such as admission, financial support, career counseling, remedial coaching, ramp facility etc. In addition, the college granted the membership in various administrative bodies of the college such as student union, Help desk committee, legal literacy committee, IQAC of the college. The college has alumni association established in the year 2017. The alumni meets organized once in a year. Alumni visit the institution as per their convenience throughout the year and college incorporate the valuable advice from them.

### **Governance, Leadership and Management**

Being a government institution its organizational structure, management and governance comes under rules and regulation laid down by state government. In hierarchy, the Principal of the college at apex who is entrusted with overall in charge of college like financial transaction, administrative, academic activities etc. The principal is assisted by Heads/coordinator of various departments, librarian, office staff and janbhagidhari funded staff. The Budget allocation to college made by state government/District Administration (Sometimes)/Janbhagidhari samiti which is disbursed by the principal in consultation with IQAC member to different department/committee for purchasing of books, equipment's and other necessary expenditure. The academic and co-curricular activities are main concern of the college which looks after by different faculty member of concerned subjects. The sports activity is run by under guidance of sports in-charge, library is run by librarian. So in a nut shell college affairs look after by various committees. The college always striving for improving academic quality, infrastructure up- gradation and opening of new programme to accommodate ever

number of increasing number of students with their holistic development. The welfare measure for teaching and non-teaching staff availed according to state government directives. The performance appraisal for teaching and non-teaching staff submitted to department of higher education every year after opinion mark by head of the institution. The college has well established IQAC which actively take part in developmental decision of the college including academic audit and infrastructural up gradation. The IQAC taking feedback from all stakeholders upholding the principle of quality improvement and assurance. Thus IQAC convene the meeting with different department/stakeholders and assess their progress. The college has systematic organizational structure to manage the function of the college.

### **Institutional Values and Best Practices**

The institution is much concern about gender equity and environmental issue. To address the concern college conducts programme on educating girl child, woman legal right through the woman development cell. Moreover college has committee against sexual Harassment, anti-ragging committee to look after different gender related issue. There is a green committee in the college which supervises plants and sapling planted inside the campus. There is herbal garden developed in the campus. Students are sensitize towards energy conservation, emphasizes on use of renewal energy, waste management and sustainable development. Our college using the energy efficient electronic gadget like LED bulbs, LCD screen, computer, laptops and overhead projector etc to save electricity consumption. Not only in the college campus but cleanliness and awareness drive has been conducted outside the campus like district Hospital, nearby village and message is delivered regarding clean/pollution free environment. Our college premise is plastic/polythene free and no smoking zone. Staff and students are encouraged to come to college by bicycle, public transport or if distance is far then use bike pool. The college teacher follows the code of professional ethics issued by UGC and state Government. On the occasion of great Indian personality we are organizing their anniversaries like Mahatma Gandhi, Swami Vivekananda Jayanti etc. In the best practices our college focused on plant sapling and health and hygiene owing to tribal students.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT COLLEGE BALRAMPUR
Address	GOVERNMENT COLLEGE BALRAMPUR RAMANUJGANJ ROAD, BALRAMPUR DISTT- BALRAMPUR-RAMANUJGANJ (CHHATTISGARH)-497119
City	BALRAMPUR
State	Chhattisgarh
Pin	497119
Website	<a href="http://www.govtcollegebalrampur.ac.in">www.govtcollegebalrampur.ac.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	NAND KUMAR DEWANGAN	07831-273022	9977920198	-	gncbalrampur@gmail.com
IQAC / CIQA coordinator	UMESH KUMAR PANDEY	-	8120975244	-	umeshsumitraraj@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		11-07-2008		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Chhattisgarh	Sant Gahira Guru Vishwavidyalaya Sarguja	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	27-04-2016	<a href="#">View Document</a>		
12B of UGC	13-01-2017	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	GOVERNMENT COLLEGE BALRAMPUR RAMANUJGANJ ROAD, BALRAMPUR DISTT-BAL RAMPUR-RAMANUJGANJ (CHHATTISGARH)-497119	Tribal	7.17	1522.7

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BSc,Chemistry	36	Higher Secondary	English,Hindi	240	195
UG	BSc,Botany	36	Higher Secondary	Hindi	240	168
UG	BSc,Zoology	36	Higher Secondary	Hindi	240	168
UG	BSc,Mathematics	36	Higher Secondary	Hindi	225	35
UG	BSc,Computer Science	36	Higher Secondary	Hindi	30	8
UG	BSc,Physics	36	Higher Secondary	Hindi	225	35
UG	BCom,Commerce	36	Higher Secondary	English,Hindi	150	31
UG	BA,Hindi Literature	36	Higher Secondary	Hindi	480	342
UG	BA,English Literature	36	Higher Secondary	English	480	0
UG	BA,History	36	Higher Secondary	Hindi	50	40
UG	BA,Sociology	36	Higher Secondary	Hindi	480	302
UG	BA,Political Science	36	Higher Secondary	Hindi	480	342
PG	MA,Hindi	24	Graduation	Hindi	60	13
PG	MSc,Chemistry	24	Graduation	English,Hindi	40	32

#### **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	2				0				13			
Recruited	0	0	0	0	0	0	0	0	6	1	0	7
Yet to Recruit	2				0				6			
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				9
Recruited	3	1	0	4
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	0	2	0	2
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				4
Recruited	2	0	0	2
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	1	0	3
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	3	0	0	3

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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	4	4	0	8

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	286	0	0	0	286
	Female	335	0	0	0	335
	Others	0	0	0	0	0
PG	Male	22	0	0	0	22
	Female	23	0	0	0	23
	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	13	14	13	16
	Female	7	7	12	6
	Others	0	0	0	0
ST	Male	98	94	111	95
	Female	89	101	115	102
	Others	0	0	0	0
OBC	Male	94	86	82	75
	Female	81	86	64	66
	Others	0	0	0	0
General	Male	126	102	90	79
	Female	109	96	73	72
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		617	586	560	511

### 3. Extended Profile

#### 3.1 Program

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

Response: 89

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	3	3	3

#### 3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
621	617	586	560	511

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2018-19	2017-18	2016-17	2015-16	2014-15
747	698	668	668	613

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

2018-19	2017-18	2016-17	2015-16	2014-15
113	57	45	71	54



File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2018-19	2017-18	2016-17	2015-16	2014-15
7	6	3	6	6

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
15	12	10	10	10

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 13**

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

2018-19	2017-18	2016-17	2015-16	2014-15
17.02	12.91	24.48	3.55	2.03

#### Number of computers

**Response: 15**

## 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:

Government College Balrampur is affiliated to Sant Gahira Guru Vishwavidyalaya Sarguja and it follows the university prescribed curriculum. Although each department is takes care of implementation of prescribed curricula. So various steps have been taken by the college to ensure effective curriculum delivery through a well-planned and documentation processes are as follows:

- An Annual Academic Calendar provided by Department of Higher education Chhattisgarh prior to the commencement of academic year. The college also prepares its own academic calendar which works in tandem with affiliating university and Department of Higher education. This calendar specifying available dates for significant academic, co-curricular and extra- curricular activities to ensure proper teaching learning process and it is displayed on notice board and Website of college.
- The course, work load of each department is allotted to concern faculty on the basis of their competency, specialization, expertise and interest. The syllabus of each course made available on college website.
- Time-table is prepared by the Time table committee priors to the commencement of academic session and accordingly theory and practical classes are conducted keeping in mind of university semester/annual exam. The Time table displayed on notice board and on college website.
- Each faculty making the lesson plan and maintaining the teaching diary each day of covered syllabus in the class. So they keep the track on time to cover the details in the syllabus.
- Wherever possible conventional class room is mixed with reasonable use of ICT to make teaching learning process more efficient and learner centric. The college encourages experimental and participative learning for effective curriculum delivery and also guided students to use online sites to get relevant information.
- Besides the class room teaching the seminar, group assignment, workshops, unit test, projects, field trips are helpful for effective delivery of curriculum.
- The college library provides essential study material for its stakeholder.
- Internal examination like unit test, quarterly test, midterm tests are conducted in tune with academic calendar to check comprehension of students as outlined in the objective of the curriculum. On the basis of above test advanced learned and slow learner identified. Advanced learner made to solve more problems, expose them to more depth of syllabus and for slow learner remedial classes are carried out.
- Extra classes are conducted if syllabus is not covered in prescribed time limit.
- The college encourages faculty members to attend Faculty development program, Orientation/Refresher courses, seminar/workshop etc to upgrade their skill for effective delivery of curriculum.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

**Response:** 0

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 107.14

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	3	3

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

**Response:** 85.39

## 1.2.1.1 How many new courses are introduced within the last five years

Response: 76

File Description	Document
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 40

## 1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 2

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

**Response:****Core Courses –**

1 B.A.

2 B.Com.

3 B.Sc.

4 M.A. Hindi

5 M.Sc. Chemistry.

In order to integrate cross cutting issues which address Gender, Environment and Sustainability, Human Values and Professional Ethics college has already some courses under its offered program. The College runs course on Environmental Studies in UG program. Moreover in the syllabus of undergraduate and postgraduate program there are ample topics (Units) in the courses which addressed the above mentioned topic *e.g* the undergraduate and postgraduate programs have compulsory paper on **Environmental Studies, Intellectual property, Human Rights and Environment Basics**. In the subject Sociology there is plethora of material taught on the issues pertaining to gender equity, their status from past to present and ways and means of improvement. Besides this we conduct different activities pertaining to gender issues, Environment and Sustainability, Human Values and Professional Ethics. Some photos, newspaper cuttings are available on college website.

File Description	Document
Any Additional Information	<a href="#">View Document</a>

**1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years****Response:** 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships****Response:** 2.25

## 1.3.3.1 Number of students undertaking field projects or internships

Response: 14

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

## 1.4 Feedback System

## 1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
URL for stakeholder feedback report	<a href="#">View Document</a>

## 1.4.2 Feedback processes of the institution may be classified as follows:

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

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

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

File Description	Document
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 52.02

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
621	617	586	560	511

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1225	1145	1095	1095	1005

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

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

**applicable reservation policy during the last five years****Response:** 56.29

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

2018-19	2017-18	2016-17	2015-16	2014-15
377	382	388	397	360

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

**2.2 Catering to Student Diversity****2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners****Response:**

Our classes occupy wide mix of students from hinterland mostly not proficient in English, different religions and different economic level. Most of the enrolled students are fundamentally very weak. Thus the college takes special care to identify the advanced learner and slow learners through continuous internal examination like unit test, quarterly test, and Midterm test are conducted. On the basis of above test advanced learner and slow learner identified. Advanced learner made to solve more problems, expose them to more depth of syllabus and for slow learner **remedial classes** are carried out for better understanding of concepts and provides them conducive environment of learning. Advanced learners are provided with extra study material and tutorial session. Therefore a **counseling session** is organized by faculty members before the commencement of programs to make the students well informed regarding their strength and weaknesses. This counseling session equip them regarding their goals and objective, code of conduct, curriculum structure, attendance requirement, evaluation pattern and career option etc. When the classes begin first few lectures are organized to make them aware regarding course outcome. The college has introduced the talent incentive scheme to the final year of meritorious students. This scheme is funded by Janbhagidhari Samiti. Performance and progress of the every student is monitored by teacher during the class test and feedback is provided. On and off the college organizes **motivational talks** by the eminent personalities to deliver motivational talk and share the success stories to the students. If needed **syllabus revision** and **doubt clearing** classes are organized.

**2.2.2 Student - Full time teacher ratio**



**Response:** 88.71

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0

#### 2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The college follows the academic calendar issued by the Department of Higher Education Chhattisgarh. The college is striving to provide conducive environment for holistic development to its student. Therefore plausible steps are implemented under the guidance of Principal and IQAC committee for effective teaching learning process. Every faculty member put the effort to make their lecture session interactive, encouraging students to ask questions to ensure whether they have understood the subject issue. Besides this many other learner-centric methods followed such as:

**Practicals:** In science stream the mode of teaching is both theory and practicals. Teachers demonstrate and students perform practicals in the laboratory under observation. Experimental learning creates laboratory awareness, handling of instruments, glass wares and chemicals. The summative assessment ensures the end outcome of performance.

**Project Writing:** First year students of all the streams undertake projects in Environmental Science. PG final year students of classes undertake a group project for semester VI. This facilitates experiential as well as participative learning.

**Assignments:-** Students are assigned course related topics to work on. This helps them to unearth various learning sources and cultivate analytical and reasoning capabilities.

**Classroom Presentation:** - Before the submission of assignments students are asked to present their material in front of fellow students and share what they have learned from it. In this process they are taking the other questions as a result understanding of the topic goes to deep root.

**Quizzing and Debates:-** Time to time debate, quiz, seminar are held on the relevant topics which helpful for all round development of students.

**Engaging students in community based activities and service:** –Learning Projects: With the help of NSS volunteers and NCC cadets Swatch Bharat Mission, Traffic Awareness, AIDS awareness campaign,

planting of sapling, Benefits of Yoga, Curse of Dowry and addiction and vaccination programs etc. are propagated to the villages. So they are getting the chance to learn how valuable and fulfilling it can be given back to others.

**Guest Lectures, Seminar and Workshops:-**As part of the academic development the college administration and department arrange guest lecture on core subjects and career oriented lectures.

**Leadership skill:-** To inculcate leadership quality in students every year students of UG/PG classes are nominated as Presidents, Vice-Presidents, Secretaries and Joint-Secretaries of various councils of the college.

Problem solving methodologies are intended to make the students take responsibilities, solve problems, resolve conflicts and find alternatives. It promotes critical thinking, creativity and scientific temperament.

Participation in inter-college events and competitions such as debating, elocution, research competition like Youth Parliament, etc. Organization of computer literacy and awareness programmes.

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 28.57

#### 2.3.2.1 Number of teachers using ICT

**Response:** 2

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 88.71

#### 2.3.3.1 Number of mentors

**Response:** 7

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

**The college encourages faculty to use ICT tools besides conventional teaching. The following innovative practices has been adopted for quality enhancement and student learning:-**

1. Project works, study tours, field work, visit to state of the art laboratory, agriculture centres and

other co-curricular activities are organized by the college to give students a hand on exposure to the real world.

2. The college encourages teaching as highly interactive where having discussions, raising questions and debating ideas is constantly encouraged. Faculty members use the overhead projector for demonstration of animations/power point presentation to facilitate the teaching learning.
3. Teachers guide the students to use online resources such as E-resources available through **Inflibnet** and **National Digital Library**, **e-PG pathasala** and **NPTEL** (National programme for technological enhancement Learning) for independent learning.
4. For participative learning teachers are advised to organize class workshops, seminars, and paper presentation.
5. Faculty members motivate the students to go beyond the curriculum and explore their potential.
6. Faculty members provide extra study materials to students and their doubts are cleared in tutorial classes.
7. Teachers are encouraged to enrich and update their knowledge through FDP (Faculty development program including orientation Programmes and subject specific Refresher Programme organized by UGC recognized universities and institutes. They are also availed opportunities for attending workshops, conferences and seminars.
8. The IQAC reviews the academic progress of every department and conduct the academic audits.
9. The IQAC encourages faculties to update their ICT skill by participating ICT workshops. and recommended setting up advanced ICT facilities for all the departments.

## 2.4 Teacher Profile and Quality

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

**Response:** 49.33

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 51.9

#### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	3	1	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.3 Teaching experience per full time teacher in number of years****Response:** 4.57**2.4.3.1 Total experience of full-time teachers**

Response: 32

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

**2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 35.71**2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	1	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>

**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 27.33**2.4.5.1 Number of full time teachers from other states year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
5	4	4	1	2

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

**The college adopts the following measures to make internal evaluation:-**

- Different committee has been formed to supervise and look after various activities of the college.
- Feedback from students, teachers and alumni are taken, evaluated and actions are taken.
- To ensure that the students get involved and benefit from the teaching learning process on a continuous basis the college student is by and large judged through assignments, unit/class test, project work, power point presentation, debate and discussion.
- Students are encouraged to participate in different competitions, extension activities, sports and culture events. The winners are awarded with prizes and certificates.
- This kind of encouragement motivates and creates confidence among students.
- Remedial and doubt removal class are conducted as whenever needed.

Above mentioned internal evaluation process has been happening at the college level in a transparent, time bound and efficient way.

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

**Response:**

For internal assessment the college takes class tests, unit tests, quarterly tests and Mid-term tests of the students. The programme schedule of these internal valuation tests is designed by the Higher Education Department of the state and affiliated university. All the departments accordingly conduct all these tests such as in PG programme each paper/course carries 30 marks for internal assessment and rest 70 marks by semester exam which is conducted by university. The method of internal assessment is communicated to students by faculty members to students. If students' unsatisfied with the marks secured by them then he/she can discuss with faculty and can plead for rechecking, revaluation and can get photocopy of answer books. However In addition to this, the departments organize departmental seminars workshops and paper presentation activities to assess the students' attainment and progression. Students are made aware of their progress. Their weaknesses are pointed out. Suggestions are given by faculty member how to improve their performance.

The students are assessed assigning them the tasks such as projects, home assignments, seminars, oral tests, weekend assignments, practical examinations, etc. In order to maintain transparency, answer sheets are given to students and their doubts are cleared if any. The students with poor performance are informed for the improvement, and are advised to join remedial coaching. The assessment of the students is done in the following ways –

Communication skill

Subject and practical knowledge

Confidence level· Independent learning

Competency

Use of content

Style of presentation

Interactive ability

Exploration ability

Attendance in theory and practical classes

Behaviour in the class and campus.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

The annual and semester exam related grievances come under jurisdiction of university. Grievance redressal cell of the university examination is in accordance to the university regulations in time-bound manner. Discrepancies in the university examination marks are to be rectified by the university through the principal.

To avoid grievances, the college circulates and display notice regarding registration of exam form, hall ticket, dates of exams, etc. in classrooms and notice boards respectively.

All the faculty members also inform students in their classrooms.

The university sends exam schedule to the college and the same is brought to the notice of the students.

After the declaration of results the university notifies the deadline of 15 days to apply for the verification, revaluation, photo copy of answer sheet, and re-verification of the answer sheets.

Accordingly, the students can apply with their grievances to the university.

If the photo copy of the answer sheet is demanded, the same is provided to the students.

If the demand is to reevaluate the answer sheet, the students get the paper reassessed.

If there is any change in marks, the same is conveyed to the students by the university and their mark sheets are amended.

The college takes measures to resolve grievances transparently and fairly.

The students against whom U.F.M.(Unfair Mean) cases are registered in the final/semester examinations are dealt with justifiably.

Materials of cheating are confiscated and their records are maintained.

The students are given opportunity to clarify their stand.

The university constitutes a committee to look into the matter and appropriate measures are taken judicially, transparently and within the time limit.

There is a provision for revaluation of the answer sheets.

Those students who are not satisfied with the marks given can apply for revaluation.

If the students are not satisfied even with the revaluation, they can get the photocopies of their answer copies by depositing the stipulated fee and they can have their answer sheets valued on their own and find out the actual position.

If the internal grievances related to class tests/unit tests, presentation, assignments, practical and project work etc are resolved by IQAC committee in consultation with respective faculty members.

#### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

##### **Response:**

The college strictly follows an academic calendar prescribed by Department of Higher Education Chhattisgarh. This calendar specifies the date of admission, commencement of classes, expected date for internal exam, co-curricular and extension activities and Holidays. As such based on this calendar an equivalent academic calendar prepared by IQAC with probable date for conducting academic, internal assessment (Unit test, presentation, assignments and project work etc) co-curricular and extension activities. The academic year commences in the month of July and staff meeting convened by IQAC which is presided by principal to ensure adherence to the schedule given in the calendar. The time table committee prepared the work load for each faculty and department. Further for the conduct of Continuous Internal Evaluation all department adhere to academic calendar.

The internal assessment papers are evaluated within week and shown to students for better understanding and how to approach the question properly in case their expectation are not met with by evaluator. Students are assessed on the basis of secured marks in unit tests, seminars, assignments, practical, presentation and project report. These evaluations make the students to improve themselves before the final exams. Students are motivated to select subject related topics for class room presentations. So in a nutshell college has a culture to adhere academic calendar to execute Continuous Internal evaluation process.

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

The programmes offered by the college are uploaded on college website. The college, communicate the programme specific and course specific objectives and outcome to students, parents, teachers and different stakeholders. For fresher (new entrants) the programme and course objective are communicated through the website and prospectus at the time of admission. Programme specific and course specific outcomes are displayed on website. The teacher also introduces the students to the specific areas of which they are going to gain knowledge. The teachers of every department instruct the student in the class room about programme and course outcome, what they are supposed to obtain. If any doubt still remains then it is clarified by teachers.

The subject teachers communicate the students about the Course Outcomes and Program Outcomes in the beginning of the session. Course outcomes are mentioned in the printed syllabus and also available on the college website. As an example the Program specific outcome of English is given below

1. The course enhances the skills of reading, writing, speaking and listening.
2. It encourages recognition and awareness of different genres like the short story, poetry, feature articles, etc.
3. Topical and social themes form an integral part of the course.
4. The course teaches the students speaking and listening skills in class and tests these skills for a constant monitoring of their proficiency.
5. The course broadens the horizons of the text by project work which is flexible, and enhances the creativity of the student.

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:



### The college has adopting the following methods to evaluate the program outcomes and Programme specific outcomes and course outcomes:

- The college analyzes all the academic result and displayed on website. As a result all stakeholders able to know program outcome and possible improvement are made.
- The college uses class/unit test and semester/annual examination method to measure the attainment of program specific, course outcomes. Unit tests, monthly tests, quarterly, half yearly and pre final examinations are taken according to the schedule set by the university/department of higher education. The answer books of these tests are shown to the students and they are made known of their shortcomings and irrelevant things in their answers. They are suggested how can improve their answers to any questions. The answer books of the students are valued and marks are given. Finally the year end examination conducted by the affiliating university reflects the attainment gained by the students.
- Class tests are arranged to gain confidence of the students in the relevant subject. The weaker areas are identified and the individual problems and shortcomings are discussed with the respective student. In some departments, faculty members take responsibility of particular students to support them in a continuous manner. The subjects in which the student seems to lag behind are taken for remedial classes. If the student is from a socially or economically deprived class, they are given scholarships as per the government and institutional policies to enable them progress in studies.
- Alumni meeting is organized time to time to discuss about academic improvement and progress of students and therefore keep a track record of program outcome and accomplishment.

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

#### 2.6.3 Average pass percentage of Students

**Response:** 65.09

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 110

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 169

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

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

#### File Description

#### Document

List of project and grant details

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 14.29

3.1.2.1 Number of teachers recognised as research guides

Response: 1

#### File Description

#### Document

Any additional information

[View Document](#)

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 0

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

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 28

### 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The college is sincerely willing to develop research culture aimed at benefitting not only the faculty members of the college but its students also. In spite of having the limited resources and paucity of fund, the college has adopted practical approach in the recent years to keep the staff and the students updated with the latest knowledge in their respective fields of study and some of the steps include the following:

- A few classrooms are equipped with LCD projectors to enhance the learning of the students and promote research mentality among them.
- The students of the 4th Semester of PG classes are encouraged to undertake project works related to existing societal problems/ local issues under the supervision of the faculty members. They use survey method, case study and other descriptive research methods to find answers to their research questions and thus they are encouraged and motivated for innovation.
- The faculty members are encouraged to write innovative research papers, publish them as chapters, books and in journals with ISBN and ISSN respectively.
- The college formed a Seminar and Research committee to organize workshops and seminars with the students and staff on various topics to keep them abreast of the latest information and learning on the concerned topics.
- External resource persons are also at times invited to share their learning with the staff and students. These lectures spark off the creativity of the students and sharpen their innovativeness.
- The science labs provide the students to get a hand on experience and experiment their ideas.
- Students who are interested in creative writing are encouraged by the language teachers to write in magazines, journals, and newsletters. Lush green natural environment surrounded trees create the perfect ambience for innovation in the institution.

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

#### Response: 0

#### 3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

**Response:** Yes

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

#### 3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

**Response:** No

#### 3.3.3 Number of Ph.D.s awarded per teacher during the last five years

**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

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

**Response:** 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

#### 3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 5

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	3	4	16	4

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0.36

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	1	1

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

The institution has been conducting multiple extension activities in nearby locality and the college. These activities have sensitized students to social issues and help in total development of personalities of students and indirectly society as whole. The NSS and NCC spreading the awareness about environment, pollution, waste management, water conservation and health and hygiene etc. As a result local people gain the knowledge about different causes, consequences, and solutions to environmental problems. Thus local people committed to increase the forest cover area. In this context the college inculcates social responsibilities and citizenship role among the students by providing platform to participate in extension activities to sensitize them to range of issue around them including environmental degradation, domestic violence, addiction, Traffic awareness etc. Hence engaging students in community –based activities is priorities of the college. Students are getting chance to learn how valuable and fulfilling it can be given back to others.

The NSS organizes its special camp for 7 days and extends its services in the village during the special

camp. Swachh Abhiyaan is arranged in the village Rallies are arranged on various issues for the awareness of the villagers. Door to door visit was made in the neighborhood of the college to make the villagers aware of some Govt. schemes. Surveys are made to know the realities of the village Projects are given to the students to explore their own neighborhoods.

These activities enable the students to cultivate and illuminate the inherent qualities like self-confidence, leadership, self-discipline, commitment and devotion, hard work and team work and the same qualities also help them to excel in academics as well. The students explore new domain of knowledge and fill their basket of knowledge, with new ideas develop empathy for the socially deprived or oppressed. These activities enkindle the students a spirit of service and give them the confidence to be a change-maker / reformist for the development of our nation.

Therefore following major activities carried out in the college:

- Under the **Swachhta Hi Sewa hai** program the college students spreading the awareness about the causes, consequences and remedial measure for environmental pollution.
- Waste Management and Water Conservation Awareness Program are initiated.
- No Plastic campaign launched.
- In the context of health and hygiene the AIDS awareness , vaccination, de-addiction ,malnutrition etc drive are launched.
- Every year planting of sapling are conducted.
- The college students carried out the SVEEP plan of Central government to make students and villagers aware of voting. For these, the college has conducted different stage programmes in near by 5 to 8 villages for the people awareness.

Besides above mentioned activities the college organizes seminar, guest lecturers, and rallies on road safety (yatayat jagrukta abhiyanI), medical chek up camp etc and debate on woman empowerment. Thus all the department of college encourages the students to participate in community basad activities for holistic development.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 1**

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	0	0

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response:** 18

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

2018-19	2017-18	2016-17	2015-16	2014-15
4	5	5	2	2

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 3.52

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
81	3	14	5	4



File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

### 3.5 Collaboration

#### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 14

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

2018-19	2017-18	2016-17	2015-16	2014-15
14	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

**Response:** 0

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 (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The college was established in the year 2008, and academic session begins with strength of 115 students in its temporary school campus with the Arts, Commerce and Science stream programme. It has shifted to its present own campus in the year 2013. Since its inception, college making the every effort to upgrade and well maintained the infrastructure. Thus college has nearly adequate classroom and laboratory for existing programme. By the time many courses were added by the directive of Department of Higher Education. To full fill the demand of increasing student strength the college has always taken proactive steps to provide various facilities to develop the infrastructure in the campus in terms of classrooms with green boards, library, Science laboratories, computer facility, Canteen facility, sports facilities, Clean drinking water, Parking facility, Separate Washroom, CCTV's Surveillance, extra and co-curricular activities, and other facilities for its pupil. Some of the classrooms are equipped with ICT tools. To make teaching learning process more comprehensive specially the science laboratory such as Physics, Chemistry, Botany, Zoology and Computer science lab has almost adequate instrument and consumable items as per the curriculum need. The students are encouraged to use the existing resources optimally. The computer lab is well equipped with more than 15 computers to cater the needs of of students. The college has partially automated (Circulation module) library with N-List subscription for the students and teachers are encouraged to use the resources hassle free. Each year as per the needs of curriculum the number of books keeps on adding to the library for that separate budget allotted by the state government. The entire college area is under CCTV surveillance and adequate facilities are provided to make the students to feel good. The College has in total 13 Classrooms (two classroom have projector), 5-Laboratories, rich library, 5-Office and Departmental rooms and 1-Girls common room, Separate Lavatory for Boys and Girls. Presently the existing infrastructure is not sufficient to meet the ever number of students enrollment increasing and new courses is introduced in this college recently. So more classrooms are require for smooth running of various courses in this institution simultaneously. A demand/proposal has been submitted to the higher authorities for constructing a multistory classroom block, laboratory, Hostel and seminar Hall.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:**

The institute has commitment for all round personality development of students besides education. The college has been striving to create infrastructure for physical fitness, extra-curricular interests and mental

wellbeing. The indoor games facilities include Table tennis, Caroms, Chess, Gym equipment for boys and girls. The facilities for outdoor games include: open ground for cricket, football, courts for playing badminton, volleyball, Kabbaddi and kho-kho.. The college has substantial equipment for athletics. Unfortunately the college does not have own stadium but nearby there is stadium under the custody of Negar Sena. So for outdoor game e.g Cricket, Football, sprint, running the college borrows (by taking permission) for some time and make available for our students. It is proud for our college that many students have represented the college at state level, inter-university level and national level tournament. The college has a regular post of sport officer but unfortunately it is vacant. To fulfill this void sports committee has been giving the guidance. Besides sports there is part time instructors are invited for Gym, Yoga and athletics. The college has stage where cultural programs Fashion show etc is organized to give the opportunity to students to express their inherent creativity. The NCC and NSS wing of the college sensitize the students towards society, country, environment, unity, selfless service, disaster management, health and hygiene etc. These wing propagate the government scheme e.g. Swachha Bharat Abhiyan, SVEEP plan, AIDS awareness campaign, tree plantation, blood donation(Under Red cross Society), etc through cultural activities on various occasions. From time to time college has been inviting expert related to different walk of life to sensitize the students like legal literacy, financial literacy, Domestic Violence etc. So in a nut shell the college has very healthy atmosphere for sports and cultural programme. Students actively participate in various cultural activities in the college when there is some celebrations. All the programmes in the college include some songs, dances, recitation. Students also perform indigenous dances and songs during the college programmes with their traditional outfits.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 15.38

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

Response: 2

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
any additional information	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 0

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

#### **Partially automated (Circulation Module)**

The library of the college has valuable collection of more than seven thousand books of the diverse subject which catering the needs of students and teachers of different courses. The faculty members of the college extend their duties at present to keep the library functioning for the benefit of the students. There is a reading section attached with the library so that students and staff can read in the library. The students are allowed to take two books using their library cards. The library plays a very important role in the learning of the students as most of the students are not able to buy the required number of books recommended by the teachers due to their financial constraints. A computer is installed in the library for keeping some records and online search of books and other information. In addition to the books it has also subscribed to a number of valuable magazines and competitive books to cater the needs of the visitors to the library and students preparing for competitive exam. The library is partially automated and it has N-List subscription. It uses the KOHA software to keep track of the access to the books, issue and updating of stock. Library has reading space and e-surfing center which is open for students and staff.

**Name of the ILMS software- KOHA**

**Nature of automation – Partially automated**

**Version: UBUNTU-12.04**

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment****Response:**

The college library has a good collection of books (more than 7000) relevant to the course offered by the college which includes the reference books which are not issued to anybody but can avail in library premises. Presently college offered B.A., B.Sc., B.Com., M.A. Hindi and M.Sc. Chemistry programme to its students thus their subject related collection of book available in library like Sociology, Hindi Literature, English Literature, Political Science, History, Hindi, Chemistry, Botany, Zoology, Physics, Mathematics and computer science books. Beside subject specific books library has vast collection of competitive exam books and subscription of magazines relevant for competitive exam. It has also subscription of N-List therefore students and faculty getting benefitted of its large database of e-books and e- journals. We are striving for increase the footfall of students and faculty to usage of N-List and library. In addition to this, according to the scheme of state government allotment is granted for purchase of books for the students of SC, ST category and the students belonging to BPL category. As this college is situated in tribal populated economically backward area, many students are cannot afford to buy books. They are fully depending on the college library for their studies. The books purchased under state government scheme for students of ST, SC and BPL categories are given to these students for complete academic year. Thus this is of great help to these students.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**4.2.3 Does the institution have the following:**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

- A. Any 4 of the above
- B. Any 3 of the above
- C. Any 2 of the above
- D. Any 1 of the above

**Response:** D. Any 1 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 2.64

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
2.77	5.45	2.84	1.38	0.76

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.5 Availability of remote access to e-resources of the library

**Response:** No

#### 4.2.6 Percentage per day usage of library by teachers and students

**Response:** 0.8

4.2.6.1 Average number of teachers and students using library per day over last one year

**Response:** 5

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

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi



**Response:**

The college has broadband connection of 24 mbps from BSNL (Bharat Sanchar Nigam Limited) strengthening the teaching and learning process. The campus is partially Wi-Fi enabled. Teachers and students can access Wi-Fi facility in the campus to get additional information and research related queries. The computer lab is equipped with required number of desk-top computers with required software. Two class rooms have overhead projectors and one movable projector are available to provide effective teaching for the students. Some Faculty members uses power point presentations in some special lectures to enhance learning experience. To facilitate office work Photocopy machine, Printer with scanner in adequate number available in the office. The college campus is under CCTV surveillance to ensure safety and security to its stakeholders. Students are encouraged to use IT infrastructure, online study resources for broadened their knowledge horizon.

The college has developed a class room as a seminar hall with the amenities of LCD projectors for PowerPoint Presentations, Showing of video clips etc. All the computers in the college are provided with UPS Back-up facility. Besides computers, other ICT equipments like, Printers, photocopiers, LCD Projectors, Speakers, Amplifiers, Wireless Microphone etc. are available in the college in adequate number to feed the requirements of 15 desktop. The college has BSNL broadband connection getting access to the internet and also using mobile hotspot or Jio-fi, with a speed between 6 - 15 mbps.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**4.3.2 Student - Computer ratio****Response:** 41.4

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

**4.3.3 Available bandwidth of internet connection in the Institution (Lease line)****>=50 MBPS****35-50 MBPS****20-35 MBPS****5-20 MBPS****Response:** 20-35 MBPS



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

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 34.65

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

2018-19	2017-18	2016-17	2015-16	2014-15
9.88648	3.97318	10.99096	0.70836	0.39670

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

The college ensures proper upkeep of its infrastructure, facilities and equipment's by carrying out by periodic maintenance drive by concerned member. The admission policies explained in the college prospectus right from the beginning of admission till the student leave the college and its rules and regulations are updated as prescribed by state government. This prospectus uploaded on college website.

On the infrastructure front students and teachers are encouraged to use available resources optimally. All the labs and classrooms in the college are well maintained. In case of any lab equipment/electric appliances not properly working then concerned department personnel informed to office for repair or replacement as he takes care of it. The sports facilities can be used by students by getting permission from sports in charge during leisure time. The college has taking care of health and hygiene by providing safe drinking water and regularly cleaning of washrooms by hiring the staff. The college has inherent inclination to keep its campus clean and green which in turn gives healthy environment. For uses of library facilities, at the beginning of the academic year, each student is issued library card after collecting their details. Only two books can be issued per months on each library card per students. If he/she fail to return the borrowed books in good condition within one month then one rupees fine each day is levied on the students for each book. The new book is issued only when previously borrowed books are returned. At the end of every semester/academic year every students must return the books to the library. Similarly teachers are allowed to takes books after entering in the teachers register. The lab facilities are open for science students. The students carried out the experiment in the lab and prepare practical file what they do in the lab. This practical file is preserved throughout the year which has weightage in practical exam. For smooth functioning of college various committee are formed under guidance of the head of the institution to look after the various academic, cultural, library NCC, NSS etc activities. The information regarding scholarship, sports, NCC, NSS admission, reservation policy etc are displayed on notice board and uploaded on college website time to time. The concern department teacher in charge gives their academic requirement to the head of institution and then procurement made by the same. Thus all the physical infrastructure like academic, sports, library, electricity and water supply etc are regularly maintained whenever need arises.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 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 the last five years

**Response:** 34.88

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
134	153	215	209	276

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses

**7.Yoga and meditation****8.Personal Counselling****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years****Response:** 12.77

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

2018-19	2017-18	2016-17	2015-16	2014-15
264	0	125	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 0

**5.1.5.1 Number of students attending VET year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes

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

**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response:** 0**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>

**5.2.2 Percentage of student progression to higher education (previous graduating batch)****Response:** 23.89

## 5.2.2.1 Number of outgoing students progressing to higher education

Response: 27

File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 3.6

## 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	0	1	2	0

## 5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
50	25	25	25	25

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

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

Response: 5

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	3	1	1	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

#### Response:

The college has a student council. As per the guidelines laid down by the state higher education department every year student council is constituted through election or nomination as the case may be. The council look after the academic and extracurricular needs of the student. The major events that the council organizes are the college fresher's and annual college fest (lokrang). Besides that the council organizes various seminars pertaining to student personality development , environmental awareness etc. throughout the year. It is the duty of the council to listen to the grievances of the students of the college and take appropriate action for the same. The council be it class teaching, academic activities, cultural activities, sports, environmental issue they work hard and coordinate with the various officers in charge of the committees of the institution.

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 32

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
32	35	36	29	28



File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Response:

There is an alumni association came to existence in this college since 12.09.2017 and provided free membership to the students in order to motivate them for active participation in the Association. Though alumni association started the functioning but the college has not been able to get the association registered yet. The college intends to get it registered soon and make sure that association contributes to the development of the institution to its best.. Healthy relation between the staff and the alumni is the main source to attract them towards the college. The institute motivates and supports to the ex-students, their parents, community to maintain healthy relations with the institution In order to increase the member of association the college has created a page for the alumni in social networking facilities like Facebook and alumni are actively networked using the Whats App facility. At present scenario there is no monetary contribution by the college alumni but they are willing to contribute valuable experience and expertise of the alumni is shared with the current students of college. Hopefully the association would play a significant role to uplift the quality of the college. The alumni meets are organized once in a year. Alumni visit the institution as per their convenience throughout the year.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh



File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response: 2**

##### 5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

**Response:**

**Vision:**

Government College Balrampur aims to achieve qualitative and value-based education to students so that they are nurtured to be job-ready and become socially sensible citizens of the country. The hallmark will be the holistic development of the learners.

**Mission:**

- To make higher education approachable.
- To make quality higher education accessible to all sections of society, including the tribal population of Chhattisgarh.
- To provide quality higher education and sustain academic excellence.
- To enhance skills of the youth for self-reliance and sustainable development.
- To impart leadership qualities among students and make them responsible to the society.
- To develop courage, confidence and competitive spirit in the changing global scenario.
- To provide opportunity of quality-based and value-oriented education to the students.
- To provide surrounding where more students participate in sports at state, national and international level.
- To provide quality education in the disciplines of arts, humanities, social sciences, natural sciences and other disciplines of learning.

Government College Balrampur, few months ago celebrated of their 10 years of establishment. It is started in year 2008 with humble beginning of 115 students in a makeshift campus of school building located in Balrampur. In such small span of time college has crossed many milestones. Although the overall administration of the college remains in hand of Principal which is regulated by Higher education Department of state. But in the college different committee are working which is headed by faculty members. This committee plays major role related to academic and administrative decision after consultation with head of institution. The college administration taking decision such a way that their vision and mission of the college realized. In this context college following achievement so far made:

- The college shifted to present own campus. The College building comprises office space, classroom space, laboratory and open stage area.
- Initially from 115 students to currently more than 700 students studying in the college across all stream arts, science and commerce.
- Till the academic year 2016-17 we are offering only undergraduate programme B.A., B.Sc. and B.Com. But from academic year 2017-18 College is offering post graduate programme in M.A. Hindi and M.Sc. Chemistry. In the academic year 2019-20 Hindi Department of college recognized as research Centre where 3 Ph.D. students of Hindi are enrolled.
- The college library every year adding more books and it gets partially automated.

- The college administration managed to pursue District administration to enhance facility like Cycle stand, Platform around tree, bus stop, Solar Panel of 05 KWP SPV power plant, water RO, functional canteen for student and teachers and many more things are in pipeline.
- All the classes have green board.
- To enhance security of college, the college is under CCTV surveillance.
- Every academic year college organizes sports and cultural fest.
- For holistic development of students NSS and NCC units are in function.
- The college has dedicated qualified faculty team who serve the regional youth by providing higher education and enabling them for job markets.

Thus college consistently striving for excellence in higher education.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

Being a government college it is controlled by Department of Higher Education Chhattisgarh. The major issue like finance, infrastructure and transfer-posting, sectioned of new post, commencement of new courses or programme are handled by Department of Higher education. However supervision of academic, co-curricular and extra-curricular activity carried out by Principal with the help of different committee. Moreover operational autonomy is provided to the individual departments. The departments decide on the workload, lecture schedule, field trips and educational tour, books to be purchased for the library and procurement of departmental items. The various committees are made in charge of implementation of action plans. The progress is monitored and corrective measures are taken. The different committee of the college and the IQAC includes members from the teaching staff, non-teaching staff and students. Every stake holder of the college teaching, non-teaching staff, students and representative take part in decision making. In staff council meeting every participating member is free to express his opinion. The Principal is the Head of Office who takes the lead in the governance and management of the college. Meeting of the Teachers' Council is arranged on a regular basis to discuss the various affairs of the college with a special emphasis on improving the teaching and learning of the college. The work of the college administration is decentralized and many subcommittees are formed at the beginning of the academic year to support the system. Decentralized and participatory management may be resembled from the following:

- Admission committee arranges the admission of the college.
- HODs play key role to ensure quality in teaching-learning in their respective departments. They plan in consultation with the other faculty members of the departments for fulfilling the course objectives. They decide about the projects and syllabus of the session examinations. They share their requirements to the Principal.
- Examination committee ensures the smooth and fair arrangement of the sessional and semester examinations.
- Cultural Committee arranges all the cultural programmes on different occasions and also arranges the observation of all the important days in the college.

- The Placement Cell, formed recently took a number of initiatives for guiding and raising awareness among the students on various jobs available and opportunities for higher studies.
- The Internal Quality Assurance Cell (IQAC) has been taking initiatives for the improvement of the academic section and organizing the efforts of the departments for effective teaching-learning system. Internal Complaint Committee and Anti Ragging Committee are formed following the guidelines of the concerned authorities.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

Plans are prepared by different departments and sub-committees and these get incorporated in the College Academic Calendar at the beginning of the session for the smooth working of the College. Principal conducts regular meetings with the departmental heads, conveners of different sub-committees/ clubs and student council to discuss the policies and plans and their ways of implementation. SWOC Analysis is done for preparing the objectives, strategies are then made and the concerned agencies implement the same. The institution adopts various modes to monitor and evaluate different policies and plans for effective implementation and improvement regularly. Feedbacks are sought from all the stakeholders verbally and online for further improvement in the service. This also helps in the qualitative improvements of the institution.

The college, from its inception following Perspective/Strategic plan it has:

- To open PG courses in Botany, Political Science and UG courses in Geography and economics and research center in Chemistry subject.
- In near future introduction of some more professional program e.g Law, Biotechnology, Geology, Food technology and certificate/Diploma program on Foreign Language courses (German, French) etc.
- To equip all the classes with ICT facilities and establishment of smart class rooms.
- Establishment of fully automated library.
- To develop fully Wi-Fi campus with advanced computer laboratories for students and faculty.
- Extension of existing main building to start more UG and PG courses in future leading to autonomous PG College. Currently we are running shortage of class rooms.
- Construction of seminar Hall, Boys and Girls Hostel and Flats for teaching and non-teaching staff.
- Up gradation of science laboratories and establishment of language lab.
- To inculcate proper skill so that students gets easily placement or became entrepreneur.
- To make well developed counseling cell, Placement Cell and career guidance cell.
- Establishment of Incubation center.

- To sensitize the students towards environment, sanitation, wild life and water conservation.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

#### Principle

Academic Staff Administrative office	Library staff	Sports Department  (Different Committees)
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#### Functions of various bodies:

Being a government institution its organizational structure, management and governance comes under rules and regulation laid down by state government. In hierarchy, the Principal of the college at apex who is entrusted with overall in charge of college like financial transaction (functioning as Drawing Disbursing Officer), administrative, academic activities etc. The Principal of the college executes all the guidelines received from the University and Department time to time and provides leadership in all the affairs of the college. He is the liaison between the college and the Department and the University and provides all the information and reports required by the higher authorities. The principal is assisted by Heads/coordinator of various departments, librarian, office staff and janbhagidhari funded staff. However academic and co-curricular activities is main objective of the college which is look after by concern faculty of each department. The departments are running under HOD (Head of Department), who is basically senior most faculty in coordination with departmental colleagues. Similarly sports activities headed by sports officer or sports in charge and the Library under a Librarian. Apart from that the college administered by various functional committees which are upbuild each year at the beginning of academic session. This committee acts as an advisory to the principle.

The service rules and promotion for the teaching and non-teaching staff as per the rules and regulation laid down by competent authorities like UGC (University Grants commission) and Chhattisgarh government.

**Recruitment Procedure:** Recruitment of teaching and non-teaching staff are done by government through Chhattisgarh Public Service Commission and Vyapam. Recruitment of guest lecturers are done by college administration on the basis of merit as norms prescribed by state governments. Moreover recruitment of janbhagidari staff are carried out by Janbhagidari Samiti.

The Grievance redressal is addressed by Disciplinary committee and Committee against Sexual Harassment presided over by head of the institution. To give complete satisfaction of all the stakeholders of college like students, parents and staff members college administration installed a complaint and suggestion box.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

**Response:** A. All 5 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

The College constitutes various committees at the beginning of academic session which comprises teaching and non-teaching staff of the college. Some committees are like Admission committees, Disciplinary committees, Anti Ragging committees, Grievance Redressal committees, purchasing committee, Cultural committees, Sports committees, Student welfare committees, Library Committees, Greenery Committees, Time table committee etc. Besides above committees the IQAC cell looks after the academic and administrative activities of the college. All the committees and cell discharge their obligation properly. These committees and cell meet time to time and discuss their concerns and plan their agenda. These committees work closely with head of institutions and help them to take very important decisions. To maintain the transparency in governance all the committees prepare their agenda, minutes of meetings and action taken reports. All these minutes of meeting and action taken reports are timely circulated to concern bodies. Besides this students related committee such as student counseling committees, Anti ragging committees, Disciplinary committees and committees against sexual harassment work hand in hand and guide the students to their right and teach them to treat everyone with respect. The cultural and sports committees plan their respective events and providing appropriate platform for students to show their inherent skills. Thereafter skilled students are identified and sent them to represent the college at intercollege/interuniversity or national cultural or sports events. The library committee meets once in a academic year and discuss about library expansion by means of procuring new books, automation, seating facility etc. The admission committee scrutinizes the application and certificates received from aspiring candidates to get the admission in the college and finalize the admission process according to merit and availability of seats. So all the above mentioned committees headed by faculty members of the various department and each of them working towards welfare of students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

The welfare measures for the teaching and non-teaching staff are decided by the Government are governed by the regulations and policies of the Government and it is modified time to time when recommendations of the pay commissions are accepted. In case of regular teaching staff, the recommendations of the UGC are accepted. The institution has following welfare measures for teaching and Non -teaching staff as per the Chhattisgarh government rules:

1. There is a family benefit scheme for regular employees of college in case of accident or demise of the employee holding the post.
2. The Group insurance Scheme (GIS), GPF and NPS for all the employee who falls under its eligibility criteria.
3. Its employee can avail the facility of partial withdrawal from their GPF accounts in case of urgent family needs like marriage purpose, education of children, construction of house and medical



emergency.

4. There is medical reimbursement facility for its staff.
5. There is festival advance scheme and grain advance scheme and washing allowance scheme for class fourth non-teaching staff.
6. Class fourth employee of the college getting clothing allowances.
7. Child care leave for female employees having children up to the age of 18 years.
8. A canteen facility is available inside the campus for refreshment of the students and staff.
9. Faculty members are encouraged to participate in Orientation Programmes /Refresher Course/Seminars /Workshops
10. Staff can avail leaves on various grounds after getting approval from the concerned authority.
11. On the completion of Ph. D programme, the faculty members receive benefits as recommended by the UGC.

### 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:** 6.67

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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:** 0.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	0	0



File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

#### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 26.67

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	3	1	2	1

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

All the regular teaching and non-teaching staff have to fill up and submit his/her C.R. (Confidential Report) every year. The head of the institution scrutinize the details of C.R., mark his opinion and submit to Commissioner, Department of higher education for further action. Moreover teaching staff of the college fills annually the prescribed API proforma which catches all the activities by the teacher is also submitted to Commissioner, Department of Higher education for performance appraisal. This proforma asking questions like number of publications in research papers, books, seminar, conferences, number of teaching hours and related activities. Apart from that it is also expected from teacher to involve in governance of the college to look after the examination related duty, various committee, curricular, co-curricular and extra-curricular activities as a convener. Teacher performance also evaluated on the basis of their class result. On and off teacher also engaged in government assigned activities like election duty, social awareness campaign etc. All work should be filled up in API proforma what the teacher has done so far. They are also being encouraged to use Teacher Diary to record their activities and maintain it on a regular basis from this academic year. The appraisal forms are assessed by the Principal and the required support and guidance are extended for better performance. Non-teaching staff are not given any appraisal form but their performance is assessed by the Principal informally by looking at their timely completion of their assigned works in a proper manner. The Principal one on one talks to the non-teaching staff and give required feedback for

improving their quality work. Annual feedback is collected from the students by IQAC committee of the college regarding performance and conducts of teacher. Their feedback is analyzed and appropriate

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

In the financial matter the college is subservient to the rules of the government. The college only conducting external audit. Financial audit is mandatory and account of the college audited by Account General of Chhattisgarh since inception of college i.e. period 08/2008 to 11/2018 on dated 13.03.2019. Account of Janbhagidari samiti (Pool of money collected by every students who get enrolled in the college) audited annually by the chartered account. Janbhagidari Account Period from 01.07.2015-30.06.2018 audited by Chartered account dated 25.09.2018. Income and Expenditure details is produced in given link.

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

**Response:** 37.25

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

2018-19	2017-18	2016-17	2015-16	2014-15
10.58161	5.45364	16.70943	4.50984	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

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

#### Response:

The Principal and DDO ensures that the fund is utilized for the specific purpose for which it has been obtained. He monitors and supervises the mobilization of fund. On receipt of any fund, it is recorded in the Head wise appropriation registers. The Principal in consultation with the Purchase Committee/concerned department follow the formalities for utilisation of fund. Quotations are sought and then following the

required formalities Supply Order is given to the vendor for purchase of any material. Beneficiaries are added to the software and the payments are made online through Treasury. Concerned departments are consulted with for optimal utilisation of resources and protocols are followed for utilisation of resources in the labs and library.

The major sources of receipts/funding for the institution are as follows:

- Allotment from the state government.
- Development fee collected from the students (Janbhagidari fund).

The allotment from state government comprises salary for staff and development of college infrastructure (and other expenses) under specific head for which purpose they are granted. In addition to this there is corpus of fund collected from the students who gets admission in the college. This fund also known as Janbhagidari fund. This amount has been used for miscellaneous needs of college like library development, installation of Fire extinguisher and CCTV camera, purchase of laptop, maintenance of washroom etc. Moreover college has shortage of staff therefore hiring of staff done by janbhagidari samati and their salary provided from janbhagidari fund.

## 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:

The IQAC was established in 16.09.2017. The cell has the responsibility to monitor the all activities going in the college. However, since the inception of college its various committees have been working for the quality enhancement of the college. These committees have been looking at various facets of the college viz. academic, extra-curricular, administrative, extension services and financial aspects under guidance of IQAC. So IQAC following Initiatives are taken:

- Monitoring quality of the institution processes.
- Implementing quality initiatives, including ICT facilities to improve the quality of teaching-learning.
- With full spirit implementing quality measures in line with the Vision and Mission of the institution.
- Regularly collects feedback from students for understanding their need and improve the facility for better student centric learning.
- The IQAC keeps in touch with all committees and monitors their functioning

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms****Response:**

The IQAC cell comprises faculty members of different department, students and respected citizen of this locality. The following examples of the college adopted to facilitate teaching learning process:

1. Use of technology along with conventional teaching.
2. Emphasis on fundamentals.
3. Maximum students of this college come from poor economic background. This college located in tribal area where significant numbers of tribal people is illiterate. In order to bring them to main stream only good education is way. Thus the IQAC instruct the faculty member to encourage the students to use technology, online study platform for their learning and competitive exam preparation.
4. Those students enrolled in this college have poor schooling. They have less command over English and on subject fundamentals. In order to understand the class lecture they will have to know some basics. On this area they are lacking. So on the recommendations of IQAC the faculty member provide the remedial class to students to build their fundamentals and understand the lecture at ease.

**6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year****Response: 2****6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
5	5	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

**6.5.4 Quality assurance initiatives of the institution include:**

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements

2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

#### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

**Response:**

Incremental improvement in during last five years as follows:

- Since inception college started with 115 students but now it has more than 700 students.
- Sanctioned of faculty post increased.
- Result had improved gradually during last five years from 2014-2015 to 2018-2019.
- Opening of postgraduate programme in Hindi and Chemistry Discipline. Some more courses are also launched at undergraduate level like History and Computer science.
- Expansion of infrastructure like own building, cycle stand, Canteen, Platform around tree, green board all the class room, fire extinguisher, partially Wi-Fi campus, 05 KWP SPV Solar plant as source of renewal energy.
- Functional NCC and NSS unit.
- Apart from academics, college organizes cultural and sports fest every year
- The IQAC organizes regular meetings with all stakeholders/committees and work upon improvement
- Botanical and herbal gardens have been established.
- community engagement to the students e.g skill development, domestic violence, legal literacy, Health and hygiene, vaccination, Deaddiction/ no smoking/ HIV and other disease eradication Campaign, Traffic awareness, Cleanliness campaign, environmental awarenee etc.

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

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 6

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	0	0

File Description	Document
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

The college is a co-education college and it pays serious attention to create a favorable environment for gender equality. The institution is well aware of the challenges faced by its girl students and therefore takes a number of initiatives for sensitizing the students and staff about the issues relating to the safety and security of women. The college has already established the Internal Complaint Committee following the guidelines of the UGC which takes required steps for raising awareness among the students and staff about the safety and security of the women in the college campus. So far no untoward incident regarding the safety and security of female students and staff is reported to the college authority that could embarrass the authority and it is really a feather of success for the institution. The girl students are encouraged to be confident and motivated to find solutions to their own problems. Female students are trained with many communication skills and self-defense methods so that they can safely swim over the un-toward incidents. They are allowed to talk with the college authority including the faculties regarding their study matters to personal and family matters even. Students are also counseled by some senior faculties regarding the future career prospects. The teachers extend guidance and counselling whenever they require any guidance and the members are easily accessible to the students. The students also find easy access to the Principal.



Gender equity is basic concern of the college. Being a co-educational institute it has been following steps are taken to strengthen the gender related affairs:

1. **Safety and Security:** The college has high priority to provide safety and security to students and staff. College has more girls students than boys. In order to feel safety and Security, College constitute the Anti-ragging committees, Committee against sexual Harassment, Disciplinary committee to look after gender related affairs and organize the awareness program related to gender equality particularly more emphasis on woman empowerment and their problem and solution. Moreover the college also take care of female privacy by providing girls common room, separate washrooms etc. The College has installed CC (Close Circuit) cameras at different places inside the campus to supervise the activities going inside the campus. The disciplinary committee regularly monitor whether students are in proper uniform and carry their identity cards to ensure there is no place for miscreants within the campus. The fire extinguisher have installed at different places inside the college building to prevent fire break out.
2. **Counseling:** The College has formulated the Counseling Committee and woman empowerment committee. These committees provide the counseling to students in the college. By organizing different gender related programmes the students becomes more gender sensitive. Apart from gender issue if any other type of counseling needed to students such as career related, study related, personal problem etc are provided by faculty member
3. **Common Room Facilities:** There is a girl's common room available in the college with basic facilities where she can relax, play, discuss, eat.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 87

#### 7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

**Response:** 36721

#### 7.1.3.2 Total annual power requirement (in KWH)

**Response:** 42208.95

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 19.01



## 7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 729.27

## 7.1.4.2 Annual lighting power requirement (in KWH)

Response: 3836.88

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

## 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

## Response:

**Solid Waste Management:** There is greenery committee in the college who sees the matter related to cleanliness and waste disposal. For the solid waste disposal many awareness and cleanliness drives have been carried out by NCC volunteers and NCC cadets (under the **Swachh Bharat Mission Campaign**) in the campus and outside the campus like Hospitals, nearby villages and tourist places like tatapani. As a result our campus becomes litter free. All the stakeholder of the college gets sensitized/trained regarding wet waste and dry waste. The college administration has provided the separate container for wet waste (Green coloured) and dry waste (Blue coloured). When the container gets filled the vermicompost was made from wet waste and utilized for plant and plantation drive. The remaining waste from dry container was sold to recycle vendor.

**Liquid waste management:** The waste water from ROs, toilets are drained to septic tank. The Liquid waste from laboratory is collected in a container.

**E-waste management-**There is no system of e-waste management in the college. We In fact e waste produced by our college is nearly nil.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 7.1.6 Rain water harvesting structures and utilization in the campus

## Response:

**Response:**

In the college building incomplete rain water harvesting structures exists. Therefore college is not in position to harvest rain water and rain water is drained into college field or flower bed. We hope that in near future, the college will have functional rain water harvesting technique like storage tank and underground tank .Current scenario rainwater percolate down into soil layers. The college using the underground water through the bore bells to meet the purpose such as drinking, for washrooms, irrigation for the gardens..

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

The college situated 6 Km away from Balrampur Market. Most of the students live in far distance from college.

- **Students, staff using :**

**Bicycles**-Some of students from surrounding villages use bicycles.

**Public Transport** -Most of students 85 % and 21 % of staff use public transport

Although Students and staff are encouraged to come to college by bicycles or if distance is far then use bike pool, carpool or use public transport to save environment. Maximum numbers of students are using public transport.

- **Plastic free campus:**

The college is very strict and concern against plastic pollution. In fact many awareness program has been conducted within the campus and outside the campus to make plastic free society. The college urges staff and students to use jute/cloth bag instead of plastic bag whenever they go out for shopping and carry their own water bottle. There is sufficient dustbin in college premises. Students are urges to use them. As a result our college campus is plastic free. Awareness programme are organized and slogans are displayed regarding the avoiding the use of plastic.

- **Paperless office :**

Office is computerized and use of paper is minimized with the help of college web-site, E-mail, WhatsApp, mobile etc. are used for communication and documentation purpose, which contribute for less paper office

work. Though paper has been used, efforts are being made to work paperless. All the students and staff are encouraged to use e-communication wherever use of paper is avoided.

- **Green landscaping with trees and plants:**

The greenery committee has done a lot of work in this area. In our campus greenery in the form of garden is in nascent stage. Every year during the rainy season plantation drive is carried out and we have planted many varieties of plant saplings. We have developed botanical and herbal garden too. After a few years our campus will act as a carbon sink. College campus is green having flora of different species. Tree plantation and maintenance of trees is a cautious practice.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 9.88

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.19215	6.22927	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### **7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**

**Response:** 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

#### **7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response:** 5

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2	3	0	0	0

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

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

**Response:** Yes

<b>File Description</b>	<b>Document</b>
Provide URL of website that displays core values	<a href="#">View Document</a>

**7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations**

**Response:** Yes

<b>File Description</b>	<b>Document</b>
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics**

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 17

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	4	4	3

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

The college organizes activities relating to national festivals, birth/death anniversaries of the great Indian personalities. Students actively participate in Essay competition, rangoli, debate, quiz *etc* based on

respective personalities. Some program related to above as follows:

1. Sadbhaavana Diwas ( Late Rajiv Gandhi ) -20 August
2. Teachers Day (Dr. Sarvepalli Radhakrishnan)- 05 September
3. Gandhi Jayanti ( Mohandas Gandhi ) -02 October
4. Rashtriya Ekta Diwas ( Sardar Vallabhbhai Patel)- 31 October
5. Children Day (Pandit Jawahar Lal Nehru) - 14 November
6. Constitution Day (Dr. Bhimrao Ranji ambedkar) - 26 November
7. National Youth Day (Swami Vivekananda) - 12 January
8. Subhash Chandra Bosh Jayanti -23 January

#### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

##### **Response:**

Our sole aim is to inculcate moral values among students and professional ethics. Therefore College maintains its transparency in its financial, academic, administrative and auxiliary functions. There is proper system of expenditure audit system. Account is audited by Accountant General of Chhattisgarh and Chartered accountant. There is also transparency in any kind of transaction either fee collection from student or any kind of expenditure towards any event or purchase of miscellaneous things. The purchasing committee or concerned committee go minutely through every bill then only passed it. Total transparency is maintained in evaluation of internal exam; co-curricular, extracurricular activities and student progress are reported in an open and fair way. The IQAC cell collecting the feedback from students and staff, analyze them and possible remedial actions are taken by them. There is system of academic audit in the college which is supervised by IQAC cell.

## **7.2 Best Practices**

### **7.2.1 Describe at least two institutional best practices (as per NAAC Format)**

##### **Response:**

1. **Title of Practice:** Planting of sapling
2. **Objective of the Practice:**

The college located in the Balrampur-Ramanujganj District of Chhattisgarh. The hilly terrains of the Vindhyan range and Chhotanagpur plateau extended to large part of the District. Once upon time this hilly district has thick forest area but now day's forest covered area is dwindling. Thus to gain following benefit this practice carried out:

- In order to increase forest cover area by sensitizing students and beautify our surroundings.
- The tree around us extremely necessary for improving human condition and improve mental health.

- Tree produces oxygen and acts as giant filter that cleans the air we breathe.
- Tree clean the soil and improve soil health by storing harmful pollutant or changing the harmful pollutant into less harmful. Tree filter sewage and farm chemicals and clean water.
- Tree prevents soil erosion.
- Tree holding the large amount of water otherwise stream down hills and surge along river into human habitat. Thus they act as barrier for flood, flashflood and landslide.
- Trees acts as carbon sink; carbon dioxide is utilized by plant to produce its food. Carbon dioxide is global warming suspect and it one of the reasons for global warming.
- A plant cleans the air by intercepting airborne particles, reducing heat and absorbing such pollutants as carbon monoxide and nitrogen dioxide. Plant removes this air pollution by lowering air temperature-through respiration and by retaining particulates.
- Tree give shade and cooling thus reduces the need for air-conditioning during the summer and in winter weaken the force of chilling wind.
- During windy, cold season trees located on the windward side acts as windbreaks. A wind break can lower heating bills by up to 30 %. A reduction in wind can also reduce the drying effect on soil and vegetation behind the wind break..
- Many living organism, wild life, depends on trees for their shelter, habitat and foods. Therefore it is essential thing for ecological balances and maintains food chain.

The main objective is that the students should be sensitive to environment which is troubling our Indian cities and globe. This practice sensitizes our students to become responsible citizen and it is fundamental duties for everyone to protect our beautiful planet. Otherwise our earth will turn into concrete jungle, desert and wildlife less habitat.

### **1. The Context**

This practice benefit the large mass of living beings. The College staff and students planting the saplings in college premises annually during the rainy season. We are not only planting the saplings but taking care of them till they become independent. Since this college situated in the plateau area and their terrain is rocky and uneven in nature. As a result growth of sapling is slow. In order to remove this barrier we will have to outsource fertile soil and making the terrain flat will incurred lot of cost. Some extent we have resolve the issue by taking help from district administration but still lot need to do.

### **1. The Practice:**

This practice unique and best life support system for the living organism. This initiative we will spread out to local region by engaging people besides our campus. Toady every one want clean air, clean water, clean environment, good weather, beautiful surrounding etc but who will do this and how can be achieved? The college think that this practice should be adopted by everyone and do not want to know as polluted country. Therefore college has introduced this practice to sensitize the students and teaching them health is wealth.

### **1. Evidence of Success**

The college administration encourages their each student to plant a sapling in the college or their locality and take an oath that as long as studies in the college she/he takes care of them regularly. With this initiative college campus has variety of plants and herbal garden although they are in a nascent stage. We are hoping in coming years our campus will turn into aesthetic appearance, hub of oxy-zone and acts as



carbon sink.

### **1. Problems Encountered and Resources Required**

The college has two campuses, one of them has college building and another one is lying vacant. In one campus their area is partially brick fenced and rocky uneven terrain so stray animals and miscreants people damaged the plants. In order to fix this problem we have budget constraint but the college will put their efforts consistently in this direction by consulting forest department. For plant Sapling College has been approaching horticulture and forest department time to time. Recently concluded Lok Sabha Election, College building takes over by district election officer for vote counting and storage of EVM. As a result our many plants severely damaged.

### **Practices II**

#### **1. Title of the Practice: Health and Hygiene**

#### **2. Objective of the Practice:**

The Government College Balrampur located in tribal region where most of students come from tribal family. Most of this family has worsened economic condition, belief in witchcraft, enchantment and illiterate. Our Many students prima facie appear to be suffering from malnutrition and anemic. Therefore college constituted the youth Red Cross society which organizes health care programme for the staff and students of the college. In this regard the college invited the medical professionals from district hospitals to the college for fulfillment of following objective:

- Students who are facing health problems and cannot access to alternative private medical clinics can get free medical checkup as well as free medicines.
- Service to the sick and suffering.
- To develop the mental wellbeing of students.
- Personal hygiene
- Dengue and Malaria awareness Programme. Moreover comes under malaria prone region.
- HIV/AIDS awareness Programme.

#### **1. The context**

The college has been taking serious note on health and hygiene related issues of the students. In this context free medical care camps is organized in the college premises with collaboration with District Hospital. In this camp more than hundreds of students get benefitted by free health checkup and free medicines. Moreover college organized when and how wash your hand gives the training to students and sensitize to students disease related to Hepatitis and providing albendazole tablets.

#### **1. The Practice:**

The college believes good practices should be kept by everyone and as all know health is wealth. A sick nation cannot build a strong society and nation. As we already stated most of our students from tribal family they have strong belief in witchcraft and enchantment. Whenever snake bites to anybody here a section of society went to witchcraft and loses their life. Besides this when people suffering from water born disease like Jaundice, Thyphoid then they visit to witchcraft and enchantment center. There is many related story prevalent in this region. The college wants to change this thought. Thus college spreading the

awareness on health issue by organizing such camps.

### 1. Evidence of success

As the college spreading the awareness and providing the platform for its students to free health checkup. So students and staff were very much obliged for the health check camps organized by youth Red Cross society. People are now more in number turned out recorded at such camps.

### 1. Problems Encountered and Resources Required

As this region has rural background. Availability of specialist doctors like ophthalmology, gynecology, medicine etc is in very short supply. This practice is not supported by any governmental and non-governmental organization. So we have fund crunch.

## 7.3 Institutional Distinctiveness

### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

#### Response:

The college is motivated with the moto “ **SARVESHAM SHREYASE VIDYA** ” means (Knowledge is Supreme).” “To provide quality higher education catering the needs of society, on par with changing global trends”. In order to realize our vision and mission of college we are committed to provide quality education in this tribal region in diverse immerging fields and give appropriate platform for co-curricular and extracurricular activities. The students get the meaning full education and develop their personality as a holistic way so that they could contribute to socio-economic progress, as majority of students of this college belongs to economically backward families. As college striving for opening of new program, on this front department of higher education allow to offer post graduate program in Hindi and Chemistry subject and courses on History and Computer Sciences. The college administration lies in the hand of Principle but with the help of through various committees/cell administrations taking the decision welfare of students and society. Although the college is newly established, following progress has made so far during the last five years:

- The college administration work enough for the infrastructure expansion despite the insufficient fund allocated by Department of Higher education Chhattisgarh. In this regard we have cozy relation with district administration they helping the hand on and off for infrastructure expansion like construction of cycle stand, canteen, platform around tree, water RO, flattening of terrain, maintenance of building and state of art computer lab, fund for purchase of books are in pipeline.
- Every year our library keep add the more books and now it become partially automated. Soon we will achieve fully digitization of our library.

## 5. CONCLUSION

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### **Additional Information :**

Balrampur district is mineral and forest rich district. Despite the presence of natural resources its potential is underutilized. The district lacks proper transport facility therefore economic activity is not taking the pace. Moreover, presence of college in remote area makes it challenging for college administration to achieve excellence. Despite the limited resources the college puts every effort to meet the aspiration of local people.

### **Concluding Remarks :**

Since its establishment in 2008, the college started with 115 students in a temporary school building but now it has its own campus where now more than 700 students are studying. The college strives to work in tune with vision and mission of college. Moreover, college administrations have been putting efforts on teaching learning particularly student centric methodology and co-curricular and extracurricular activities. Since we shifted to our own campus college administration has been working hard for infrastructure expansion and enrichment of library and laboratory. Currently we have shortage of class rooms and sanctioned post for teaching and non-teaching is insufficient to meet the demand of students. Therefore, there is yet more to be done in the context of academic as well as infrastructural capacities of the college.