GOVT. SHAHID KAUSHAL YADAV COLLEGE

GUNDERDEHI

DIST. – BALOD (C.G.)

SELF STUDY REPORT

[CYCLE - I]

2014 – 2015

PROF. K.D. CHAWLE   **DR. K.S. SHARWAN**

COORDINATOR   **PRINCIPAL**

SUBMITTED TO

NATIONAL ASSESSMENT AND ACCREDITATION

COUNCIL

[BANGALORE KARNATAKA INDIA]

Contents

PREFACE

It is matter of honour to submit the Self Study Report (SSR) 2014 of our college before NAAC for accreditation cycle-I in compliance of our LOI. This is 1st accreditation of our college and it gives immense pleasure to give the progress report of this recently established college.

I extend my gratitude to all the learned staff members of this college for their magnanimous cooperation and helpful suggestions. Without their efforts the institution would not have gained the popularity within short period of 9 years.

We wish to hear soon from you your decision of Peer Team visit for inspection of our college.

Dr. K.S. Sharwan

Principal

Govt. S.K.Y. College Gunderdehi

Balod (c.g.)

Executive Summary

Govt. Shahid Kaushal Yadav College, Gunderdehi named after the martyr of Kargill war was established on 22nd June 2005 by the Government. It was started with an aim to bring literary awareness and fulfill educational needs amongst the rural students. "From darkness lead me to light" is the vision of our college.

Our institution is affiliated to Pt. Ravi Shankar Shukla, University, Raipur C.G. This college has completed nine successful years of imparting knowledge to the rural students.

Our institution is not yet accredited by NAAC. We are submitting SSR 2014-15 for the first cycle of accreditation. SSR document is prepared under strict guidelines of NAAC and <u>vision and mission technique.</u>

Our institution has 09 posts for teaching staff and 06 posts are filled with competent regular teachers recruited by the State Government or Public Service Commission. Vacant posts are at present absorbed by temporary teachers, Guest Lecturers.

All the regular teachers had completed orientation/refreshers required for promotional grades. Most of the regular staff and Guest Lecturer have completed doctorate and some are yet to be awarded doctorate. Teachers attend/seminars, conferences and workshop.

Under the banner of NSS this institution had conducted a number of extension activities and four camps.

It has achieved laurel in sports athletics at District Level Championship and represented college in swimming championship of this university.

The library of the college holds a good number of books. This college maintains 28 various organizations committees for the overall development of the students. Each of the teaching and non-teaching is engaged and given charge to perform task allotted to them under these activities.

In accordance with NAAC core values this colleges has its own vision **'Tamso Ma Jyotirgamay**" which means "from darkness lead me to light" as mentioned earlier. In tune with Higher Education policies it has mission to provide better education to rural student and bring literary awareness.

Criterion-I - Curricular Aspects:

It is affiliated to Pt. Ravi Shankar Shukla University, Raipur. Our college at present conducts three degree programmes B. Sc. (Microbiology, Chemistry, Botany), B.A. (Sociology, Economic and Political Science) and B. Com. (all compulsory subjects). Our college intends to introduce other subjects in B.Sc. and B.A. as soon as it will be shifted to its own building which is under construction.

The college follows the syllabus designated by the university. Some of our teaching staffs are Member of Board of Studies.

- Focus is paid on slow learners and weak students.

Criterion-II – Teaching: Learning and Evaluation:

Under the guidelines of university rules the admission committee performs important role in giving admission to the students based on merit rank. Students are given admissions accordingly. Transparency is maintained. The institution follows the reservation ratio for the admissions of SC, ST, female and handicap as per rules of university admission schedule.

Evaluation is done by conducting class test, monthly and half yearly tests besides annual exam. Harmony is maintained by organizing Anti-Ragging Programme and Human Harassment Prevention Programme. Faculties member maintain daily diary which is timely checked by the principals.

Criterion-III – Research, Consultancy and Extension:

We have research committee which promotes the faculty member and students to create research culture. Two teachers had submitted their thesis.

ISR is carried out through the NSS students and Red Cross Society. Often NSS camp are organized in remote rural area, thus the camp volunteers, students and officers educate the illiterate villager aware them for personal hygienic, AIDS women and family welfare. The college has various extension activities.

Criterion-IV – Infrastructure and Learning Resources:

Our institution does not have its own building and it is devoid of UGC aids, still educational activities are carried on.

Every year we celebrate Prem Chand Jayanti and Vivekanand Jayanti. Each teacher focuses on the students. Reading material and sometimes handouts are provided to students.

Thus by simple method of teaching, the creativity of students are expanded. Janbhagidari Samiti also takes care of college development and maintains parts. Through Janbhagidari Samiti, payment for one teaching in commerce department and also one sweeper post is done.

The college has library and sufficient number of books as per requirement of student and teacher. Due to the lack of the accommodation no separate laboratory room exists one teaching room is shared as laboratory for Chemistry, Botany and Microbiology. But all the scientific equipment are available to conduct practical's for the students.

Criterion-V – Student Support and Progression:

The college has Student Grievance Redressal Cell to solve the student's problem. It has student union council which plays very important to place their grievance before the head of the institution. Admission dates, fees structure are in the prospectus of the college. All other important information are displayed on the notice board from time-to-time, placement cell and Parishads of the college does the task of providing the platform to the student.

<u>Governance leadership and management –</u>

The college gained the fame under the governance and leadership of the principal. The committees and principal implement the government policies so as to make the management more effective. IQAC members make and implement the effective plans.

To check and discuss the administrative planning, the Principal holds staff Council meeting.   Office staffs work under the supervision of the Principal. Government budget helps to implement the policies. Janbhagidari funds are also utilized for various purposes and welfare of the college.

<u>Criterion-VII – Innovations and Best Practices</u>

1. Plantation is done by the NSS students, college staff and Principal in the month of July every year in order to maintain ecological balance.
   - Use of bicycle as a means of transport is encouraged by all to avoid environment pollution.
   - NSS students work hard to give their social service and maintain cleanliness in the college campus and its surrounding villages.
   - As introduced by our honourable Prime Minister under Swachh Bharat Abhiyan 1 hr. weekly cleanliness is done by all students and teachers.

- The college believes in creating learning situations that have positive climate so it conducts academic programmes from time to time.
- In past nine years it has given computer knowledge, inculcated the moral values among students and educated many of them.
- Gayatri Pragyapit Balod, (C.G.) holds Bharati Sanskriti Gyan examination every year in college best students who scores highest is awarded.
- Tribute is paid to the martyr of National Independence.
- Value education programmes are conducted by NSS in charge.

SWOC Analysis

Strength:-

1. Our own new building is under construction.
2. Career counseling cell suggests better development programmes regarding career.
3. Active NSS unit consists of 100 students.
4. Our institution encourages the competitiveness amongst student.

Weakness:-

- One of the drawback is the college does not own its building. At present it is running very small govt. primary school building.
- INFLIBNET is not available.
- No laboratory is available.

- No room for library.

- Due to the lack of accommodation self financing courses and add on courses cannot conducted.

- Lack of teaching staff.

- Lack of lab technician and lab attendant and chowkidar.

- More new subjects in B.A. and B.Sc. stream can be introduced.

- No librarian and no sports officers' opportunity.

- Under new infrastructure more students can get the advantage of admission.

- Career oriented course can be carried on.

- Lack of infrastructure affects the strength of the student.

Future Plans:-

- Appointment of new staff for the vacant post.

- Demand for the post of the sports officer and librarian.

- Demand to start some more degree courses.

- Construction of computer lab library building Wi-Fi campus.

- Demand playground for outdoor games.

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SECTION B : PREPARATION OF SELF-STUDY REPORT
I. Profile of the Affiliated / Constituent Colleges
1. Name and Address of the College

Name	Govt. Shahid Kaushal Yadav, Gunderdehi
Address	Dist. – Balod
City	Pin – 491225 State: C.G.
Website	www.skycollege.com

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. K.S. Sharwan	O:- 0788-2628100 R:	9406033912	0788-2628100	principalgovtskycollege@rediffmail.com
Vice Principal	Post not sanctioned	O:- R:	-	Not available	-
Steering Committee Coordinator	Mr. K.D. Chawle	O:- R:	9406009846	Not available	kdchawle@gmail.com

3. Status of the Institution:

Affiliated College   √

Constituent College

Any other (specify)

4. Type of Institution:

   a. By Gender

      i.   For Men

      ii.   For Women

      iii.   Co-education   √

By Shift

    i.   Regular

    ii.   Day   √

    iii.   Evening

5. It is a recognized minority institution?

    Yes

    No   √

It yes specify the minority status (Religious / linguistic / any other) and provide documentary evidence.

NA

6. Sources of funding:

    Government   √

7.   a.   Date of establishment of the colleges: **22.06.2005** (dd / mm/ yyyy)
      c.   University to which the college is affiliated / or which governs the college (If it is a constituent colleges)

Pt. Ravishakar Shukla University
Raipur, Chhattisgarh

b. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i.2 (f)	N.A.	-
ii.12 (B)	N.A.	-

(Enclose the Certificate of recognition u / s 2 (f0 and 12 (B) of the UGC act)

d.Details of recognition / approval by statutory / regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) NO

Under Section / clause	Recognition/ Approval details Institutions/ Department Programme	Day, Month And Year (dd-mm-yyyy)	Validity	Remarks
i.	-	-	-	-
ii.	-	-	-	-
iii.	-	-	-	-
iv.	-	-	-	-

(Enclose the recognition/ approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC),   on its affiliated colleges?

Yes [√]   No [ ]

If yes, has the College applied for availing the autonomous status?

Yes [ ]   No [√]

9. Is the college recognized
    a. By UGC as a College with Potential for Excellence (cpe)?

Yes [ ]   No [√]

If yes date of recognition: ………NA…………. (dd / mm/ yyyy)

b. For its performance by any other governmental agency?

Yes ☐   No ☑ √

If yes, Name of the agency ……NA …………… and
        Date of recognition: ……NA ……………. (dd / mm / yyyy)

10. Location of the campus and area in sq. mts:

Location	Rural
Campus area ikm sq. mts.	822 approx. sq. mts.
Built up area in sq. mts	407 sq. mts.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11.   Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/ seminar complex with infrastructural facilities: No
- **Sports facilities**
- Play ground   √
- Swimming pool   x
- Gymnasium   x
- Hostel   x
- **Boys' hostel   x**

i. Number of hostels : Nil
ii. Number of inmates: Nil
iii. Facilities (mention available facilities) Nil
     Girls' hostel   x

i. Number of hostels : Nil
ii. Number of inmates : Nil
iii. Facilities (mention available facilities) : Nil

- Working women's hostel: No
i. Number of inmates: Nil
ii. Facilities (mention available facilities) : Nil

- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) : No
- Cafeteria _ : No
- Health centre _ : No

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance…x….

Health   centre   staff   _   N o

Qualified doctor   Full time   [x]   P a r t - t i m e   [x]

Qualified Nurse   Full time   [x]   Part-time   [x]

- Facilities like banking, post office, book shops – No
- Transport facilities to cater to the needs of students and staff – No
- Animal house – No
- Biological waste disposal – No
- Generator or other facility for management/ regulation of electricity and voltage -
     : Not Available
- Solid waste management facility – No
- Waste water management – No
- Waster harvesting – No

12. Details of programmes offered by the college (Give data for current academic year)

S N	Programme Level	Name of the programme/cours	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No.of students admitted
1	Under-Graduate	B.A. B. Sc (Microbiology) B.com	3 yrs	12th(any stream for BA,Science for BSc and commerce for B com)	Hindi	75 60(Bio) 60 (Comm.) (in the first year)	361
2	Post-Graduate	-	-	-	-	-	-
3	Integrated Programmes PG	No	NA	-	-	-	-
4	Ph. D.	-	NA	NA	NA	NA	NA
5	M. Phil.	-	NA	NA	NA	NA	NA
6	Certificate courses	-	NA	NA	NA	NA	NA
7	UG Diploma	-	NA	NA	NA	NA	NA
8	PG Diploma	-	NA	NA	NA	NA	NA
9	Any Other (specify and Provide details)	-	NA	NA	NA	NA	NA

13 Does the college offer self-financed Programmes?

	Yes	√	No

If yes, how many?

-

14. New programmes introduced in the college during the last five years if any?

Yes	X	No	√	-	-

15. List the departments: (respond if applicable only and do not list facilities like library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programme like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Science	Microbiology	B.Sc.	-	No
Arts	1Sociology, 2Economics, 3 Political science	B.A.	-	No
		B.A.	-	No
Commerce	Deptt. of commerce	B.Com.	-	No
Any Other (Specify)	No	No	-	No

16. Number of Programmes offered under (Programme means a degree course like BA, B.Com. and B.Sc. Microbiology.

a. Annual system

03 (B.A, BSc, B.Com)
P.G. - NIL

c. Trimester system

Nil

17. Number of Programmes with

a. Choice Based Credit System

Nil

b. Inter / Multidisciplinary Approach

Nil

c. Any other (specify and provide details)

Nil

18.   Does the college offer UG and / or PG
         programmes in Teacher Education?

Yes [ ]   No [√]

If yes,
   a. Year of Introduction of the programmes (s)………NA……(dd/mm/yyyy)
       And number of batches that completed the programme

NA

b. NCTE recognition details (if applicable)

c.
Notification No : ……NA………………………..

Date: ……………NA……………. (dd/ mm/ yyyy)

Validity: ………NA………….........

d. Is the institution opting for assessment and accreditation of Teacher Education
Programme separately? –No

Yes [ ]   No [√]

19. Does the college offer UG or PG programme in Physical Education? - No

Yes [ ]   No [√]

If yes,
a. Year of Introduction of the programme(s)……NA……..(dd/mm/yyyy)

And number or batches that completed the programme

$$\boxed{\text{NA}}$$

    b. NCTE recognition details (if applicable)

    c.

Notification No: ………NA………………………………

Date: ………………NA………………(dd/ mm/ yyyy)

Validity: …………NA………………

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes [ ]   No [√]

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/ University/ Stae Government	0	0	0	0	05	01	05	01	0	0
Recruited	0	0	0	0	01	02	0	0	0	0
Yet to recruit	0	0	0	0	0	0	0	0	0	0
Sanctioned by the Management/ society or other authorized	0	0	0	0	0	0	0	0	0	0

Bodies Janbhagidari	0	0	0	0	01	0	01	0	0	0
Recruited	0	0	0	0	0	0	0	0	0	0
Yet to recruit	0	0	0	0	0	0	0	0	0	0

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	02	-	02
M.Phill.	0	0	0	0	0	0	0
PG	0	0	0	0	03	01	04
Temporary teachers							
Ph.D.	0	0	0	0	01	0	01
M.Phill.	0	0	0	0	0	0	0
PG	0	0	0	0	0	02	02
Part Time teachers (Janbhagidaree)							
Ph.D.	0	0	0	0	0	0	0

M.Phill.	0	0	0	0	01	0	01
PG	0	0	0	0	0	0	0

22. Number of Visiting Faculty/Guest Faculty engaged with the college

None

23. Furnish the number of the students admitted to the college during
The last four years.

Categories	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	11	26	10	19	11	27	24	18
ST	05	07	06	17	08	19	10	09
OBC	88	100	81	120	81	116	109	123
General	04	09	01	08	01	03	01	03
Others	00	00	00	00	00	00	00	00
Total	108	142	98	162	101	165	144	151

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phill.	Ph. D.	Total
Students from the same state where the college is located	361	0	0	0	361
Students from other states of India	0	0	0	0	0
NRI students	0	0	0	0	0
Foreign students	0	0	0	0	0
Total	361	0	0	0	361

25. Dropout rate in UG and PG (average of the last two batches)

UG | 24 | PG | NA |

26. Unit Cost of Education

(Unit cost=total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component

55325=00

(b) Excluding the salary component

20644=00

27. Does the college offer any programme/s in distance education mide (DEP)?

Yes | | No | √ |

If yes,
(a)Is it a registered centre for offering distance education programmes of another University

Yes | | No | √ |

(b) Name of the University which has granted such registration.

N.A.

(c) Number of programme offered

N.A.

(d) Programmes carry the recognition of the Distance Education Council.

Yes | | No | √ |

Teacher Student Ratio (Programme wise)
(a) BA   1:40
(b) B.Sc.   1:25
(c) B.Com.   1:40

28. Is the college applying for

Accreditation: Cycle 1 | √ | Cycle 2 | - | Cycle 3 | - |

Cycle 4	-

Re-assessment	-

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

29. Date of accreditation *(applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) N.A.
Cycle 1: …………..(dd/mm/yyyy) Accreditation Outcome/Result……C grade
Cycle2: …………………….(dd/mm/yyyy) Accreditation Outcome/Result………………
Cycle3:………………………(dd/mm/yyyy)Accreditation outcome/Result…………
*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an
Annexure

31. Number of working days during the last academic year.

201

32. Number of teaching days during the last academic year
(Teaching days means days on which lectures were engaged excluding the examination
days)

142

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
IQAC… 19.12.2013 ………………..(dd/mm/yyyy)
34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC
AQAR (i) …Not submitted………….(dd/mm/yyyy)
AQAR (ii) …………………………(dd/mm/yyyy)
AQAR (iii) …………………………(dd/mm/yyyy)
AQAR (iv) …………………………(dd/mm/yyyy)

35. Any other relevant data (not covered above) the would like to include. (Do not include
explanatory/descriptive information)
Nil

CRITERION I : CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution and describe how these are communicated to the student, teachers, staff and other stakeholders.

Vision:

"Tamsoma Jyotigramay" – from darkness lead me to light.

Mission:

To conduct programmes that help them towards excellence in knowledge based activities promote value and activities which incline them towards social and national development activities.

To promote academic environment by use of available resource technology and ICT.

Objectives:

- To stimulate overall development of the students.
- To provide better education.
- To motivate students to aspire better jobs.
- To renovate the existing facilities by use of modern gadgets and technology.
- To support facilities for the active participation in various conferences, workshop, seminars and research programme.
- To teach the moral and ethical values of the student.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The institution develops and deploys action plans in the meetings held in the beginning of session. For effective implementation of the curriculum, detailed teaching plan (DTP) is

prepared by subject teaching and is duly checked by the principal helps to monitor the curriculum.

1.1.3. What type of support (procedural and practical) do the teachers receive

(From the University and\or institution) for effectively translating the curriculum and improving teaching practices?

We follow University curriculum, we get prospectus as procedural support. The details of curriculum is printed in Hindi and English language as per University conducts refresher courses through UGC, ASC for the improving teaching and to update the faculties.

1.1.4. Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating University or other statutory agency.

Synopsis and teaching plan are made as per the curriculum. Tutorials and Guest lectures are engaged for effective curriculum delivery.

1.1.5. How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

The institution networks and interacts with beneficiaries research bodies and the university for effective operationalisation of the curriculum by following ways:-

- Parents teachers meeting.
- NSS students surveys on contemporary issues.

1.1.6. What are the contributions of the institution and\or its staff members to the development of the curriculum by the University?(Number of staff members\departments represented on the Board of studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

From our institute 01 staff members was nominated by the University as subject expert in the Board of Studies. He took part in the meetings of Board of Studies for the development of syllabus.

Staff members were nominated as subject experts:

01.   Dr. D.R. Meshram   :   Commerce

Student feedback, teacher stakeholder feedback and suggestions are considered. Inputs of alumni and employers are also taken in consideration. Inputs of alumni and employers are also taken in consideration. If the changes are required message is forwarded to the university.

1.1.7. Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) it? If "yes", give details on the process (needs assessment, design, development and planning) and the courses for which the curriculum has been developed.

No (the institution does not develop curriculum for any of the courses offered).

1.1.8. How does institution analyze \ ensure that the stated objectives of curriculum are achieved in the course of implementation?

In Staff council meetings the teaching plan and schedule is discussed by the subject teachers and the Principal. Evaluation/inspection is done by the principal. Feedbacks from students are received. Further students performance also done.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc; offered by the institution.

Institution has sent proposal for VTP (Vocational Training Programme) to CSSDM (Chhattisgarh State Skill Development Mission) for 'Soft Skill – Spoken English' for rural students.

1.2.2 Does the institution offer programmes that facilitate twinning/ dual degree? If 'yes', give details.

No there is no such provision in our institution.

1.2.*3* On the various institutional provisions with reference to Give details academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond;

- Range of core / elective options offered by the university and those opted by the college - Institution selects the elective options offered by university.
- Choice based credit system and range of subject options- There is no choice based credit system.

- Credit transfer and accumulation facility- There is no credit transfer and accumulation facility.

- Lateral and vertical mobility within and across programmes and courses- No, there is no lateral and vertical mobility within and across programmes and courses are not entertained.

- Enrichment courses- No, we do not have such courses are not applicable at present.

1.2.4. Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

No, the institution are offered self financed programme.

1.2.5. Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and beneficiaries.

Proposal has also been sent to Chhattisgarh Skill Development Mission for 'spoken English classes and career oriented courses under VTP.'

1.2.6. Does the university provide for the flexibility of combining the conventional face-to-face and distance mode of education for students to choose the courses/combination of their choice 'If yes', how does the institution take advantage of such provision for the benefit of students?

No, the flexibility of combining the course and Distance mode of Education

for students to choose the course/combination is not provided by the university.

1.3 Curriculum Enrichment

1.3.1   Describe the efforts made by the institution to supplement the University's curriculum to ensure that the academic programmes and institution's goals and objectives are integrated?

The institution follows the University curriculum. Efforts are made through members of board of studies nominated by university.

1.3.2   What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

Efforts are made to makes changes in the curriculum.

1.3.3   Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environment Education, Human rights, ICT etc, into the curriculum?

- Institution has created relevant cells to resolve issues.
- To integrate the cross cutting issues of our society like gender, climate change, environment education, human rights etc college has established various committee/cells to take care of these issues.
- Plantation is done by NSS students.
- Lecture/seminars are organized on environment education.
- Projects files are made by students and evaluated by the teachers.
- Students submit project on different issues related to environmental education as part of curriculum.
- Plantation in the college premises is done by the joint efforts of teaching, non teaching staff and students. N.S.S. unit of our college also plays significant role in making the campus green.
-

1.3.4. What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- Moral and Ethical Values – Regular classes of value education has been added in the time table. Students regularly attend the class. In order to enhance the moral and ethical values guest lectures on value education are also organized for the students.

- Ekatma manavad was organized in the college.

- Proposal is made to conduct Soft Skill-Spoken English Programme under CSSDM is yet to be Organised. The Propsal has been sent.

- Better Career Options – Students are made aware of various career opportunities through career guidance cell. Teachers guide the students for various job opportunities and career making.

- Community Orientation - NSS run various programmes of community orientation. Special 07 days camp is organized in villages by NSS.

1.3.5. Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Example:

- Botanical garden in the college premises is being developed as per the feedback obtained from the science students.

1.3.6. How does the institution monitor and evaluate the quality of its enrichment programmes?

The community orientation programmes such as NSS rural camps, are visited by various guests. They express their views in visitor's diary. Their views and suggestions helps to evaluate our enrichment programmes.

1.4 Feedback system

1.4.1. What are the contributions of the institutions in the design and development of the curriculum prepared by the University?

Curriculum is prepared by the University. Few professors of the college are nominated by the university as member of board of studies as subject expert. The principal of the college is also invited in several meetings.

1.4.2. Is there a formal mechanism to obtain feedback from students and stakeholders on curriculum? If yes, how is it communicated to the university and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, there is a formal mechanism to obtain feedback from students. The information is shared by the principal in university meeting and it is communicated to the university by the meetings attended by principal profession.

1.4.3. How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes? No, new programme /course was introduced by the institution during the last four years. New course and programmes are introduced by the government.

Any other relevant information regarding curricular aspects which the college would like to include.

Nil.

CRITERION II: TEACHING – LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1. How does the college ensure publicity and transparency in the admission process?

Admissions are made as per the admission guidelines of Government and University. The college strictly adopts the admission guidelines is maintained to carryout fair admission process.

- Applications for admission in different programmes are sorted out in various categories such as Gen, ST, SC, OBC and Physical handicapped.
- Merit list is prepared by the admission committee. Proper reservation is given to reserved category. 30% seats are reserved for women.
- Publicity – publicity is done through college notice board and displayed in nearby schools.
- Notification of selected candidates for admission is displayed on college notice board.

2.1.2. Explain in detail the criteria adopted and process of admission (Ex.(i) merit (ii) common admission test conducted by state agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the institution

The College has 03 undergraduate programmes and 04 Postgraduate programmes. Admission is based on merit. Applications are invited from the students with proper notification. All applications are observed by the admission committee. A merit list (giving reservation to SC, ST, OBC, Ex-serviceman, physically handicapped and female candidates as per govt. rule) is prepared for admission and displayed on college notice board showing the last date of admission. Selected students are enrolled after payment of requisite fees for admission.

Following document need to be attained:

1. Undertaking by student/ parents.

2. Original TC/CC.

3. Attested photocopy of 10th, 12th and mark sheet of the last exam. passed.

4. C.G. domicile certificate.

5. Caste certificate, migration and gap certificate if applicable.

2.1.3. Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a Comparison with other colleges of the affiliating university within the city/district.

Programme-wise information is following. (Session 2013-14).

Programme	Min% of marks	Max. % of marks
B.A.	33.7	73.2
B.Sc.	43.00	75.2
B.Com.	38.3	71.4

The minimum and maximum percentage of marks for admission at entry level for above programmes changes year by year. College doesn't announce any minimum cut off marks for admission we strictly follow the govt. guideline for admission at all level.

Although our college is a rural urban college but percentage criteria is better than the adjacent college.

2.1.4. Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

Yes, we have a mechanism to review the admission process and student profile annually. Topper in academics, sports, extracurricular activities are preferred for admission in the institutions.

2.1.5. Reflecting on the strategies adopted to increase/ improve access for following categories of student, enumerate on how the admission policy of the institution and its student profiles demonstrate/ reflect the national commitment to diversity and inclusion.

Students belonging to ST, SC, OBC category and students are provided 32 %, 12%, 14%, and 3% reservation respectively for admission in each programme.

Admission to ST, SC, OBC, physically handicapped, and woman is given as per the reservation provisions made by the state government. Enrolled students of reserved category get various scholarships given by the government. SC, ST students & girls are exempted from Tuition fees. Books are also given from the book bank to the weaker students.

2.1.6. Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. I.e. reasons for increase/ decrease and actions initiated for improvement.

Session 2010-11

Programme	Number of applications	Number of students admitted	Demand Ratio
UG			
B.A.	152	140	1:0.72
B.Com.	40	32	1:0.22
B.Sc.	92	78	1:0.51

Session 2011-12

Programme	Number of applications	Number of students admitted	Demand Ratio
UG			
B.A.	155	141	1:0.79
B.Com.	32	28	1:0.18
B.Sc.	97	91	1:0.54

Session 2012-13

Programme	Number of applications	Number of students admitted	Demand Ratio
UG			
B.A.	155	135	1:0.79
B.Com.	47	32	1:0.26
B.Sc.	105	99	1:0.58

Session 2013-14

Programme	Number of applications	Number of students admitted	Demand Ratio
UG			
B.A.	152	141	1:0.78
B.Com.	65	58	1:0.36
B.Sc.	103	96	1:0.57

At the graduation level in B.A. number of applications is more than the availableseats. Because schools in 15 km periphery have Arts stream mainly. Applications in commerce and science course are also increasing from last two years. But the number of application for admission in MA is decreasing. It is due to the lack of faculty and facility in PG classes. College is taking proper steps to increase admission in PG courses by counseling and encouraging students.

2.2 Catering to Student Diversity

2.2.1. How does the institution cater to the needs of differently- able students and ensure adherence to governments policies in this regard?

Classes of differently able (physically handicapped) students are helped by special attention and care. At the time of admission 2 % seats are reserved for such students as per government policy. Writer is also provided in the exams.

2.2.2. Does the institution assess the students need in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes, institution assesses the students before the commencement of the programme through Induction programme. Induction programme is presided over by the Principal conducts an induction programme. Interaction between students and teachers is carried out. Weak students are sorted out, tutorials for such students are given.

2.2.3. What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge / Remedial / Add-on / Enrichment Courses, etc) to enable them to cope with the programme of their choice?
College arranges remedial classes and group discussion in order to make improvement among students.

2.2.4. How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc?
Gender issues and environmental control are brought to the their awareness by organizing pgorammes such as – poster making, drawing competition and debate competition.

Human rights, civic responsibilities and roles, activities like plantation, painting, elocution and essay competition etc are organized to sensitize staff and students.
RTI is effectively implemented.

Various committees like Woman empowerment cell to sensitize woman regarding their role and status in the society, and issues like Dowry, Crime against woman.

Health care committee also discusses wtih AIDS, STD and other health related issues.

2.2.5. How does the institution identify and respond to special educational/learning needs of advanced learners?

Institution identity and respond to special ed/learning needs of advanced learners.

2.2.6. How does the institute collect, analyse and use of data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. Who may discontinue their studies if some sort of support is not provided)?

Admission committee and internal assessment committee collect the data of academic performance of the students. This data is analyzed and following measures are taken to prevent the drop out:

Remedial classes for the slow learners are organized

Scholarships are given to the economically weaker students belonging to SC ST etc. College faculty also provides personal, financial help to economically poor students.

2.3 Teaching Learning Process

2.3.1. How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The institution follows the academic calendar of the university but time table offers institution makes changes as per need.

- Evaluation takes place in the form of test, unit test, six monthly and model examination. At the end of the session final practical/theory exams. are conducted.
- Teacher make daily dairy which is checked by administration.

2.3.2. How does IQAC contribute to improve the teaching learning process?

IQAC committee helps to carry out teaching/learning through lecture method, experimental practical are done is science subject for better and improved teaching/learning process. The committee suggested the use of modern gadgets –

- College magazine should be published.

2.3.3. How is learning made more students centric? Give details on the support structures and systems available for teachers to develop skills interactive learning, collaborative learning and independent learning among the students?

- Teaching aids are used.
- Group discussions are encourage.
- Teacher-centered activities are very helpful such informative background lectures, loud reading of the text.
- Sometime seminar-discussion is done a topic is given and students are asked to talk on the given topic.
- Such techniques help to foster a greater level of interaction between student as well as teacher.

2.3.4. How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovator?

The college organizes various competitive activities rangoli, salad, Mehnadi, extempore, debate poster making one who succeed in each of the activities is honoured with shield or cups.

2.3.5. What are the technologies and facilities available and used by the faculty for effective teaching? e.g.; virtual laboratories, e-learning-resources from national programme on technology enhanced learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

As our college lack the modern gadget facilities, we depend more on traditional techniques of teaching.

But in English Language teaching handout are given to make lecturer interesting and smooth – we have green board facility.

2.3.6. How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

Faculty of the college attend seminar, conferences both national and international to get updated with the current way of learning. Faculty then teach their respective subjects. This way there is exposure of knowledge and skills for teacher and student.

Faculty are permitted to participate in courses and seminars, conferences and workshop in their respective subject and get themselves updated.

For the benefit of students college conducted programme listed below:-

S.No.	Date	Subject of lectures	Presented by
1	11.9.2013	Swami Vivekanda's Chicago speech	Dr. K.S. Sharwan
2	12.01.2014	Yuva Diwas	Shri K.D. Chawle & Staff
3	25.01.2014	Matdata Diwas awareness programme	N.S.S. Unit
4	13.08.2014	Lecture on Munshi Premchand life Works	Dr. Ashok Shinghai poet of C.G.
			Dr. Ravi Shrivastava renowned poet of C.G.
			Dr. Parmeshwar Vaishnav Storywriter
			Prof. Nalini Bakshi ret.professor
5	17.09.2014	"Akatma Manavwad" on Dindayal Upadhyay's teaching	Dr. D.R.Meshram Prof. Dr. H.L. Verma
6	02-10-2014	"Bharat Swakchh Abhiyan"	Principal, All Staff & Students
7	08.10.2014	Personality Development	Mrs. Nigar Ahmed Prof. D.S.Sahare
8	10.10.2014	"Bharat Swakchh Abhiyan"	Commissioner of higher education, Collector Balod, State Cordinator N.S.S., Conveynor N.S.S. Pt. R.S.U. & Principal, Staff & Students

2.3.7. Detail (process and the number of students\ befitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring/ academic advise) provided to students?

College maintains career guidance cell. It informs the students information regarding jobs and opportunities available at all level.

Faculty members provide personal guidance and counseling to the students while admission, selection of streams, future scopes related with streams. College has a career and counseling cell to guide the students. College has an employment guidance cell to provide information for job oriented courses, and vacancies available at state and national level.

2.3.8. Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

College faculty uses black board, chalk, & demonstration and observation method to teach the students. To make learning process easy models, charts, pictures, placards are used. Experiments are carried science subjects. Assessment on selected topics also helps effective learning. Students through simple technique which easy.
In environmental studies project files are made.

2.3.9. How are library resources used to augment the teaching - process?

New books are purchased every year. Students go through reference book. Previous year question papers are also kept in the library to make aware the students from university exam pattern. Library is best source of making teaching and learning better every year library is enriched by addition new books. The students are asked to avail library facilities and every year's question paper of annual exams.

2.3.10. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If yes, elaborate on the challenges encountered and the institutional approaches to overcome these.

The institution strictly follows the academic calendar and curriculum designed by university. The institution completes the curriculum within the planned time frame and calendar. Faculties strictly follow the academic calendar.

2.3.11. How does the institute monitor and evaluate the quality of teaching learning?

Institute monitors and evaluates the quality of teaching learning by class tests, direct interaction with students, maintenance of teaching diaries by the teachers and assessment meetings. Principal regularly monitor the teaching and learning process.

The quality of teaching learning of the institute is monitored and evaluated by maintaining daily dairy which is further duly checked by the Principal.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resources (qualified and competent teachers) to meet the changing requirements of the curriculum.

All the post of teaching staffs are filled up by competent teachers directly appointed by govt. or through PSC. There are none posts of assistant professors. Six posts are filled with regular professor and three posts are filled with guest lecturer as per State Govt. guidelines. One Post in Commerce is filled by Janbhagidaree.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	02	-	02
M.Phill.	0	0	0	0	0	0	0
PG	0	0	0	0	03	01	04
Temporary teachers							
Ph.D.	0	0	0	0	01	0	01
M.Phill.	0	0	0	0	0	0	0
PG	0	0	0	0	0	02	02
Part Time teachers Janbhagidaree	0	0	0	0	01	0	01
Ph.D.	0	0	0	0	0	0	0

College faces problem in terms of lack of faculties. At present only 07 regular Assistant Professors are posted. 04 Posts of Professors and 09 posts of Assistant Professors are vacant. Guest professors are appointed in the beginning of the session as per state govt. guidelines.

2.4.2   How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide on the efforts made by the institution in this direction and the outcome during the last three years.

The new courses mentioned above are not introduced in our college. Faculty attend workshop, seminars organized by the departments.

(a) Nomination to staff development programmes.

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	Nil
HRD Programmes	Nil
Orientation Programmes	Nil
Staff training conducted by the university	Nil
Staff training conducted by the other institutions	Nil
Summer/Winter schools, Workshops, etc.	Nil

(b)   Institution organizes faculty training programmes.

Faculty are sent to university for NSS programme officer, NAAC SSR training. Faculty are sent One day N.S.S. workshop in Raipur & NAAC SSR training in Balod.

Non teaching staff Account Training had taken for 04 Months period.

(c)   Percentage of faculty

Faculty in English is member of ELTAI (English Language Teachers Association of India). Faculties had attended workshops seminars, and international conferences in their respective subjects : 100%

2.4.4 What policies/systems are in place to recharge teachers? (Providing research grants, Study leave support for research and academicpublications teaching experience in other national institutions and specialized programmes, industrial engagement etc.)

There is no facility for academic publications, teaching experience in other national institutions and specialized programmes, industrial engagement.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance /achievement of the faculty.

None.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Improved quality of the teaching learning process is always encouraged. Committees take feedback from students and steps are taken to improve quality.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The college ensure that the stakeholders of the institution especially students and faculty are made of the evaluation processes by meeting held before examination and at the beginning of session. Faculty informs the students about central evaluation system of university.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Evaluation process is done at university level.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The college ensures effective implementation of the evaluation reforms of the university by adopting and working according to reforms. Internal evaluation system such as monthly, terminal, half yearly and model test have initiated by the institution. In this system valued answer books were shown to students to maintain transparency.

2.5.4. Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system. Our college adopts formative and summative evaluation system to judge the students performance through regular internal assessment/ unit tests etc. It helps to improve their performance. Institution adopts formative and summative assessment approaches to measure student achievement. Following steps are taken for the same. Formative assessment: Class tests are organized by the subject teacher, according to academic calendar.

- Thus our students become more confident.
- They get acquainted with examination pattern.
- Develop answer writing skills.
- Students become aware of evaluation system.

2.5.5. Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightage assigned for the overall development of students weightage for behavioral aspects, independent learning, communication skills etc.

The college conducts internal evaluation system. Monthly, terminal, half yearly and model test are conducted for the students as per the academic calendar. Evaluated answer copies are shown to the students. The internal marks are not added in the university examination result. Weightage for the overall development of students,

weightage for behavioral aspects, independent learning, communication skills are improved.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The graduates attributes specified by the college/affiliating university is to become good and responsible citizen. Graduate try to adopt moral values and propagate in the society. In this respect NSS unit is always motivating the rural people to educate all.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Students lodge complaint regarding grievances to the registrar of university through principal. Their applications are forwarded to university; grievances of internal assessment are viewed by the college committee.

2.6.1 Does the college have clearly stated learning outcomes? If' yes 'gives details on how the students and staff are made aware of these?

Yes, the college has stated learning outcomes. Faculty members of the college conduct class test and unit test. Thus the grasping/knowledge level is definitely improved.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide an analysis of the students results / achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes / course offered.

The institution is particular of student's progress and performance. It is checked by conducting tests, model exam and internal assessment.

It is noted that every year performance has improved and so the strength (no. of student) increases every year.

Result : programme wise

Programme	2011		2012		2013		2014	
	App.	Passed	App.	Passed	App.	Passed	App.	Passed
B.A.	126	70	133	74	131	61	128	100
B.Com.	29	14	26	11	29	06	53	19
B.Sc.	75	30	83	38	87	43	90	48

Pass % year wise

Programme	2011	2012	2013	2014
	Pass %	Pass %	Pass %	Pass %
BA	55.56	55.64	46.56	78.13
B.Com.	48.28	42.31	20.69	35.85
B.Sc.	40.00	45.78	49.43	53.33

2.6.3   How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The achievement of the intended learning outcomes are relevant. The teachers organize various other activities like debate, extempore and essay writing.

2.6.4   What are the measures / initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The faculties sociology and economics have one paper of research methodology. The students are asked to do survey. The faculties commerce has one paper entrepreneurship. The faculties helps to aware the merits of entrepreneurship.

2.6.5   How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The institution collects and analyses data on student performance through results of the last years.

2.6.6   How does the institution monitor and ensure the achievement of learning outcomes?

Principal of the college monitors the achievement of learning outcomes. Learning outcomes are discussed in the meeting of IQAC committee also.

On completing one unit of curriculum, unit tests are held. Teacher categories the students according to their performance level. Extra class for weaker students are managed in the timetable itself.

2.6.7   Does the institution and individual teachers use assessment / evaluation NAAC SSR Govt college Arjunda Sept 2014 Page 48 outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Yes. The institution and teachers use internal evaluation outcomes as parameters of student performance. This assessment helps us to improve teaching and learning skills.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1. Does the institution have recognized research center of the affiliating University or any other agency / organization?

No.

3.1.2. Does the Institution have a research committee to monitor and address the issues of research? If Yes, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

No, it is yet to be formed due to lack of lab, accommodation.

3.1.3. What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes / projects?

Nil.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institutes make efforts to develop scientific temper and research culture and aptitude among students through social surveys conducted during NSS camps.

3.1.5. Give details of the faculty involvement in active research (Guiding Student research, leading research Projects, engaged in individual / collaborative research activity, etc.

None.

3.1.6.   Give details of workshops/ training programmes/ sensitization programmes conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

None.

3.1.7   Provide details of prioritized research areas and the expertise available with the institution.

N.A.

3.1.8   Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The efforts are yet to be made.

3.1.9   What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

None of the faculty has utilized Sabbatical Leave for research activities.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness / advocating/ transfer of relative findings of research of the institution and elsewhere to students and community (Lab to land).

Nil.

3.2 Resource Mobilization for Research

3.2.1   What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

No provision is made in Govt budget for research work.

3.2.2   Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

There is no such provision in the institution to provide seed money to the faculty for research.

3.2.3   What are the financial provisions made available to support student research projects by students?

The institute is not a recognized research centre so there are no financial provisions made available to support student research projects by students.

3.3.5   Provide details on the library / information resource center or any other facilities available specifically for researchers?

Institution has a central library where reference books are available. There is no separate or special facility for researchers.

3.3.6   What are the collaborative researches facilities developed/ created by the research institutes in the College? For ex. Laboratories, library, instruments, computers, new technology etc.

There is no recognized research centre in the college.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- Patents obtained and filed (process and product) : Nil

- Original research contributing to product improvement: Nil

- Research studies or surveys benefiting the community or improving the services: Research studies are going on.

- Research inputs contributing to new initiatives and social development: Research inputs are given to students to complete their work.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

The Institute doesn't publish research journal and is not a partner in publication of research journal.

3.4.3 Give details of publications by the faculty and students:

None.

3.4.4 Provide details (if any) of

- Research awards received by the faculty : Dr. D.R. Meshram (Commerce)

- Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally : Nil

- Incentive given to faculty for receiving state, national and international recognition for research contributions.: Nil

3.5 Consultancy

3.5.1   Give details of the systems and strategies for establishing institute-interface?

Institution has no systems and strategies for establishing institute-interface so we are unable to provide detail.

3.5.2   What is the stated policy of the institution to promote consultancy?   How is the available expertise advocated and publicized?

The institution has no such stated policy to promote consultancy.

3.5.3   How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The institution encourages the staff to utilize their expertise and available facilities for consultancy services, but consultancy service is not a stated policy of the institution.

3.5.4   List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The institute doesn't run any consultancy service.

3.5.*4* What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

None of the faculty is involved in the consultancy services.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The institution promotes institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students through NSS activities. NSS programme officer conducts motivational classes for the new students. College faculties, NSS programme officer, group leader NSS and senior NSS volunteers motivate and trained new students and volunteer for social service. NSS organizes number of programmes such as Gandhi Jayanti, Independence Day, awareness rally, SVEEP programme, human chain, AIDS awareness campaign. 07 Days rural camps are organized in villages. NSS volunteers perform project work, awareness programme, cultural programmes, Yoga training etc. Street plays are also performed by NSS students to create awareness in villages.

3.6.2 What is the Institutional mechanism to track students involvement in various social movements / activities which promotes citizenship roles?

Through NSS and Red Cross Society students are involved in various social movements / activities which promote citizenship roles. There is a NSS unit in the college. The Programme officer and Professors motivate the volunteers to do social work in society. The programme officer tracks students involvement in various social movements. Villagers, stakeholders, and visitors also monitor the work of NSS volunteers. NSS programme officer conducts awareness programmes amongst villagers and students regarding their health hygiene and community work. 07 Days special camp is organized in villages every year. Blood group test camps are organized by Red Cross Society every year. The students are motivated to donate blood.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution solicits stakeholder perception by organizing Parents Teachers meet, Alumni Meet and by taking the opinion and suggestion of senior citizen to improve the quality and performance of the institution.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institution plan and organize its extension and outreach programme for the benefit of all its stake holders. It includes motivational lectures, social surveys, 07 days NSS Camp in a village, plantation programmes. Budget for NSS 07 days camp is provided by the university. Rs 22500.00 is provided every year to organize the camps in village.

NSS Extension programme

Major Extension Programme/outreach programme	Budget (in rupees)	Impact on students
07 Days special camp Village Chicha Year 2010	22500.00	1. Took part in cultural activities in the Camp
07 Days special camp Village Devgahan Year 2011	22500.00	2. Student Learned Spoken English & Community rural Life.
07 Days special camp Village Charachar Year 2012	22500.00	3. Health Awareness & family welfare.
07 Days special camp Village Papra Year 2013	22500.00	4. Students were awarded from prevention of AIDS & Youth Education.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, TRC and other National/ International agencies?

The institution promotes the participation of students and faculty in extension activities including participation in NSS through the following activities:

- Principal appoints one of the faculty members as a NSS programme officer.
- Motivational classes for the students to join NSS are held.
- NSS Programme officer enrolls the students as volunteer.
- Volunteers are trained by the Programme officer, Professors and group leaders.
- Institute provides financial support as per rule.
- Volunteers are provided refreshment during regular activities in college campus. Refreshment and wholesome meal is also provided during 07 days special village camp.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

Student Surveyed the right Utilization of infrastructure development Grants in Primary & Middle School Gunderdehi Block by the students of economics & Sociology.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

As students study and works on several social issues faced by the people of remote areas. They are capable to understand the pit falls and basic problems of rural area. Thus these students may have clear vision to eradicate the problem as they know the pros and cons of social problem.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The institution ensures the involvement of the community in its reach out activities and contributes to the community development through NSS. The Unit on National Service Scheme of the college organizes 07 Days rural camp in a village. The volunteers of NSS and programme officer stay in village and a number of programmes on awareness about literacy, water borne diseases, sanitation etc are organized. Message of national unity is given through street plays and cultural programmes. The community involvement and development in all the programmes of village camp is ensured.

3.6.9 Give details on the constructive relationships forged (if any) with other institution of the locality for working on various outreach and extension activities.

The institution has constructive relationships with Govt higher secondary school, Gunderdehi; Matakarma College Gunderdehi and Govt. College Arjunda for organizing NSS activities. Human chain programme on 2nd Oct 2013 to make aware the people on 'Right to Vote' was organized. 07days NSS special village camp is organized every year jointly with Govt College Arjunda Distt Balod .

3.6.10 Give details of awards received by the institution for extension activities and / contributions to the social/ community development during the last four years.

The institution has received award for extension activities last year March Past & Cultural Activities carried out by the students.The award was given by Nagar Panchyat Gunderdehi.

3.7. Collaboration

3.7.1   How does the institution collaborate and interact with research laboratories, institution and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The institution is not a recognized research centre so there is no collaboration and interaction with research laboratories, institution and industry for research activities.

3.7.2   Provide details on the MoUs/ collaborative arrangements (if any) with Institutions of national importance / other universities/ industries/ Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution has no MoUs/ collaborative arrangements with institutions of national importance / other universities/ industries/ Corporate (Corporate entities) etc.

3.7.3   Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/ up-gradation of academic facilities, student

and staff support, infrastructure facilities of the institution viz. laboratories / library / new technology / placement services etc.

As the institution is located in remote area and industries are not located in the 15 km periphery. So there is no direct interaction of institute with industries.

3.7.4   Highlighting the names of eminent scientists / participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

College has not organized any national or international conference during the last four years.

3.7.5   How many of the linkages / collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/ or facilitated.

a) Curriculum development/ enrichment   :Nil

b) Internship /on-the-job training   :Nil

c) Summer placement   :Nil

d) Faculty exchange and professional development   :Nil

e) Research   :Nil

f) Consultancy   :Nil

g) Extension   :Nil

h) Publication   :Nil

i) Student Placement   :Nil

j) Twinning Programmes   :Nil

k) Introduction of new courses   :Nil

l) Student exchange   :Nil

m) Any other   :Nil

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages / collaborations.

The institute will make efforts in planning, establishing and implementing the initiatives of the linkages / collaborations with other institution as per state govt guidelines.

Any other relevant information regarding research, consultancy and extension which the college would like to include.

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CRITERION IV; INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1   What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning is to make optimum use of available infrastructure and make continue efforts to extend infrastructure facility as per requirement and Master Plan.

The college seeks grants from State Govt and Jan bhagidari Samiti. Although the student strength is growing year by year, college makes maximum use of class rooms, laboratories, botanical garden and play ground. Time table is prepared to augment the needs of all programmes.

4.1.2 Detail the facilities available for:-

(a)Curricular and co-curricular activities –

- Classrooms: College has 04 class rooms with student furniture.
- Seminar halls: College has no seminar hall.
- There is no permanent space for tutorial. Classrooms are used for tutorial classes.
- Laboratories: One Class room used as lab for (Microbiology, Botany, Chemistry) in the college.
- Botanical garden is under process .
- Specialized facilities and equipment for teaching, learning and research etc: Not available.

(b)Extra – curricular activities –

- Sports: College has sufficient space to perform sports activities. Play ground for cricket playing is better condition.

- Outdoor games: Foot ball, Cricket, Kho-Kho, Kabaddi and Athletics including long jump and High jump are carried out in the playground.

- Indoor games: Chess and Carom available.

- Gymnasium: There is no Gymnasium in the college.

- Auditorium: There is no Auditorium in the college.

- NSS, NCC: There is a Unit of NSS in the college consisting 100 students. NSS conduct regular activity, educational & cultural programmes. Tree plantaion & health awareness programmes are also conducted. 07 days special village camp is organized once in a year. NSS volunteers assist the college administration in various activities such as Independence Day, Republic day, annual function etc. College has no NCC Unit.

- Cultural activities: There is no permanent stage for cultural activities. Annual function is organized on the stage. College has sound system. Some Dress materials for Chhattisgarhi Folk dance and songs are available in the college. These are used in cultural programmes.

- Public speaking: Sound system is available for public speaking.

- Communication skill development: Students are motivated to take part in Debate, extempore and speech.

- Yoga: Yoga training is given in N.S.S. Camps.

4.1.3   Health and Hygiene: First aid is available in case of minor injuries.
College has no health care centre in the campus. Primary health care centre is adjacent to college.

4.1.4   How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the

facilities developed/greater and the amount spent during the last four years (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).

The college is at present running in a primary school building. It does not have 2(B)/12(F) affiliation. Our college building is under construction.

4.1.4   How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

Full attention is given to them.

4.1.5 Give details on the residential facility and various provisions available within them:

- Hostel Facility – Accommodation available: Not available
- Recreational facilities, yoga center: Not available
- Computer facility including access to internet in hostel: Not applicable
- Facilities for medical emergencies: College contacts local
- primary health centre in case of emergency.
- Library facility in the hostels: Not applicable
- Internet and Wi-Fi facility: There is internet facility (BSNL), ymax available in the college. Wi-Fi facility is not available within the campus.
- Recreational facility- Common room with audio-visual facility available.
- Residential facility for the staff and occupancy, constant supply of safe drinking water: Residential facility for the staff not available and hence occupancy is not applicable. Continuous supply of safe drinking water in the college campus is available.
- Security: College has a Watchman for the security of the college.

4.1.6   What are the provisions made available to students and staff in terms of healthcare on the campus and off the campus.

First aid treatment facility is available in the college. Some times staff and students get the service of the primary health centre of Gunderdehi which is adjacent to our building.

4.1.7   Give details of the Common Facilities available on the campus spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Center, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

o IQAC: It is available in the institute. IQAC committee has been formed. Meetings are organized regularly which is headed by K. D. Chawle.

o Grievance Redressal unit: Grievance redressal unit has been formed. Unit makes efforts to redress the grievances, anti-ragging committee is available.

o Women's Cell: Women's cell has been formed. It looks after the matter related to Women and sexual harassment.

o Counseling and Career Guidance: It is formed in the college for the counseling and guidance. College teachers guide the students in the classroom. Career oriented seminars are performed.

o Placement Unit: There is no placement unit in the college.

o Health Center: There is no Health centre in the college campus.

4.2   Library as a Learning Resource

4.2.1   Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student / user friendly?

Yes, We have Library Advisory Committee. It makes decision in the purchase of books. It is vigilant about the maintenance of the infrastructure. Physical verification of books is done. There is accession register to enroll all the books.

4.2.2 Provide details of the following:
College Library is at present adjusted in class room. There is no librarian post.

Layout of the library   :   Not available

Individual reading carrels   :   Reading room is available.

Lounge area for browsing and relaxed reading: Not available

IT zone for accessing e-resources : Not available

4.2.3 **How does the library ensure purchase and use of current titles,** print and ejournals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Last four years 5 Lakh (aprox.) has been spent for new books.

The advisory committee makes quotation. There is a purchase committee one who gives rate quotation of books from various book suppliers. Comparative and discount chart is prepared. Book supplier giving highest discount and least price rate is ordered.

Amount spent on procuring new books, journals

Library holdings	Year – 2010-11		Year – 2011-12		Year – 2012-13		Year – 2013-14	
	Number	Total cost	Number	Total cost	Number	Total cost	Number	Total cost
Text books	309	58143	121	20524	1939	569378	803	217700
Reference books	-	-	-	-	-	-	-	-
Journals/Periodicals	-	-	-	-	-	-	-	-
e-resources	-	-	-	-	-	-	-	-
Any other (specify)	-	-	-	-	-	-	-	-

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPA   :No

- Electronic Resource Management package for e-journals   :No

- Federated searching tools to search articles in multiple databases :No

- Library Website : Library uses the College website.

- Total number of computers for public access :Nil

- Total number of printers for public access :Nil

- Internet band width/ speed :Nil

- Institutional Repository :No

- Content management system for e-learning :No

- Participation in Resource sharing networks/ consortia (like Inflibnet):No

4.2.5   Provide details on the following items:

- Average number of walk-ins   : 40

- Average number of books issued / returned   : 30-40

- Ratio of library books to students enrolled   : 1:20

- Average number of books added during last three years   :

- Average number of login to opac(OPAC)   :Nil

- Average number of login to e-resources   : Nil

- Average number of e-resources downloaded / printed : Nil

- Number of information literacy trainings organized   : Nil

- Details of "Weeding out" of books and other materials   :There

  is a committee to check the books during stock verification.

4.2.6 Give details of the specialized services provided by the library

- Manuscripts : Nil

- Reference : Nil

- Reprography : Nil

- ILS (Inter Library Service) : Not available

- Information deployment and notification (Information Deployment and

  Notification) : Not available

- Download :Nil

- Printing :Nil

- Reading list/ Bibliography compilation : Nil

- In-house/ remote access to e-resources : Nil

- User Orientation and awareness : Nil

- Assistance in searching Databases : Nil

- INFLIBNET / IUC facilities : Facility not available.

4.2.7   Enumerate on the support provided by the Library staff to the students and teachers of the college.

Support provided by the library staff to the students and teachers of the college are:

- Books are issued timely for reference.

- Information about new books are made available to faculty and students.

- Previous year question papers are provided to students for preparation and guidance of exam.

4.2.8   What are the special facilities offered by the library to the visually / physically challenged persons? Give details.

Books issuing for physical challenged are made easier by giving them in the classroom.

4.2.9   Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Printed feedback form is distributed to the students and analyzed by library committee. Suggestions are accepted for further improvement of the library services and then it is implemented.

4.3 IT Infrastructure

4.3.1   Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with configuration(provide actual number with exact configuration of each available system)

Comp no.	Manf. Comp	Configuration
1	ACCER	292.7 GB,RAM 2.00GB WINDOWS 7
2	DELL	297.6 GB,2.00GB WINDOWS 7
3	DELL	297.6 GB,2.00GB WINDOWS 7

- Computer-student ratio 1: 120

- Stand alone facility No

- LAN facility No

- WiFi facility No

- Licensed software: All the software used in the college are preloaded by the supplier. Salary and scholarship softwares have been provided by the state Govt.

- Number of nodes/computers with internet facility-Govt college Arjunda is located in rural area. There is no landline for internet. College uses the Y MAX service of BSNL for internet service. 04 computers are connected with internet.

- Any other: Nil

4.3.2   Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

06 computers are available for the use of faculty and students on the campus, 02 computers are placed in the office with internet facility. There is no facility made available off-campus.

4.3.3   What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

There is no such facility available in this institution.

4.3.4   Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for the last four years)

The budget is not yet mentioned.

4.3.5   How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/learning materials by its staff and students?

The institution does facilitate extensive use of ICT resources.

4.3.6   Elaborate giving suitable example on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

On-line teaching and learning facility is not available.

4.3.7   Does the institution avail of the National Knowledge Network Connectivity? Directly or through the affiliating university? if so, what are the services availed of?

No, National Knowledge Network Connectivity not available in the college.

4.4 Maintenance of Campus Facilities

4.4.1   How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statement by providing details of budget allocated during last four years)?

Sl.	Infrastructure	Budget allocation/utilization/Maintenance	Remarks
A	Building	NIL	
B	Furniture	student table, chair & Almarih etc. purchased. Rs.620000 spent on this.	
C	Equipment	Rs. 40000 was spent.	

D	Computers	Rs. 200000 was spent.	
E	Vehicles	Nil	
F	Any other	Rs. 1040000 was spent.	

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

College is run in primary school of govt. White washing is done every year. Electrical equipments such as fans, tube lights are maintained and replaced by the college. Table chairs are repaired at local level. Lab equipments are maintained by the lab technician and lab attendants. Computer, photocopier, printer etc need regular servicing. It is done by company's service centre. Generator is maintained by the lab attendant, after sales service and maintenance is provided by the supplier.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Lab instruments are tested twice in a year by the lab technician and attendant. Other instruments such as water cooler, water purifier are serviced by the external technicians.

4.4.4 What are the major steps taken for location, upkeep and maintenance of Sensitive equipment (voltage fluctuations, constant supply of water etc.)?
Steps taken for location, upkeep and maintenance of equipment: Voltage stabilizers are used in Refrigerators and water purifier.
Steps taken for up keeping of sensitive equipments:
- Sensitive equipments are kept in almirahs separately in moisture free atmosphere.
- Stabilizers are used during operation of electric equipment.

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CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1   Does the institution publish its updated prospectus/handbook annually? If yes, what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, prospectus is published annually before the session begins. Every year it is updated. Information provided in the prospectus is as follows:

- Brief History of the College.

- Admission Procedure.

- Courses Offered

- Fee Structure

- Scholarships

- Curricular Activities

- Extra-curricular Activities

- Teachers and Staff Details

- Various Government Plans

- NSS and Red Cross Society

- Admission Form and various Pro forma.

5.1.2   Specify the type, number and amount of institutional scholarships/free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Scholarship /free ships available for the students belonging to Scheduled tribes, Scheduled castes and other backward class. Amount of financial aid is directly deposited in students' bank Account by the state government and ATM card has been given to the student to access. Scholarship is also available for the students belonging to BPL family. Following table shows the scholarship detail of the last four years.

SCHOLARSHIP DETAIL

	2010-11	2011-12	2012-13	2013-14
	Amount	Amount	Amount	Amount
Post Matriculate	72740=00	166745=00	350187=00	655023=00
B.P.L.	74400=00	32100=00	14400=00	3000=00

5.1.3   What percentage of students receives financial assistance from state government, central government and other national agencies?

About 50 % students receive financial assistance from state government. In the session 2011-12, Only 01 student has received merit scholarship by central government.

5.1.4   What are the specific support services/ facilities available for?

Students from SC/ST, OBC and economically weaker sections-Scholarship as financial support is provided. Free stationary is given. Book Bank Facility is also available for them.

Students with physical disabilities- Ramp facility is available in the college. Library books are issued in the classroom for disabled students.

Overseas students- Overseas students are not enrolled in the college till date.

Students to participate in various competitions/ National and International-Students participate in sports and NSS activities. Students are provided TA and DA for participating in various games and NSS Camps.

Medical assistance to students: health centre, health insurance etc.: College has first-aid-box for immediate treatment. Govt Community health centre is just at the adjacent.

Organizing coaching classes for competitive exams: Not available

Skill Development (Spoken English, computer literacy, etc.,): Special classes are held for spoken English.

Support for "slow learners": Tutorial classes are organized for slow learners. Special attentions are given to them.

Exposures of students to other institution of higher learning/ corporate/ business house etc: No

Publication of student magazines: The College is planning to publish student magazine.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

The college has applied for soft skill programmes "Spoken English". We are planning to conduct entrepreneurial skill programme for commerce students.

5.1.6 *Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, quiz competitions, debate and discussions, cultural activities etc.*

The students are encouraged to take part extracurricular and co-curricular activities.

- Additional academic support is given sometimes extra classes are taken, flexibility in examinations: Extra classes are held for them to cover the loss.
- No special diet is provided by the college: Sports trees, T shirts are given for their participation in sports. After words refreshment is distributed.
- Any other – Nil

5.1.7   Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such UGC-CSIR-NET,UGC-NET, SLET, GATE/ CAT/ GRE/ TOFEL/ GMAT/ Central/ State services, Defense, Civil Services, etc.

Information of all the competitive exam. are displaced on the notice board. All the teachers encourage students to participate.   Institution motivates the students to participate in various competitive examinations. Competitive exam related information is displayed on the notice board. Career guidance classes are organized to guide the students. Large numbers of students appear in these exams.

5.1.8   What type of counseling services are made available to the Students (academic, personal, career, psycho-social etc.)

The faculties give us career and psycho-social counseling.

5.1.9   Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

Institute has a Career guidance cell. Faculty members of the college guides the students about competitive examinations. There is no placement cell in the institute.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes, the college has a student grievance redressal cell. No major grievances have been reported during the last four years.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The college has formed "Committee on prevention of Sexual harassment issue". The committee monitors the whole campus. No cases of sexual harassment reported during last four years.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, there is an anti-ragging committee and anti ragging squad. Anti ragging squad monitor the whole campus to check the ragging activity. No such ragging case has been reported during last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

Welfare schemes made available to students by the institution are following:
- Book Bank Facility.
- Scholarships.
- Free Tablet was distributed to final year students of all faculties under "Yuva Suchna Kranti".

5.1.14 Does the institution have a registered Alumni Association? If `yes`, what are its activities and major contributions for institutional, academic and infrastructure development?
No, we don`t have Alumni Association.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.

Student Progression	%
UG in PG	6 %
PG to M. Phil.	NA
PG to Ph. D.	NA
Employed • Campus Selection • Other than Campus Recruitment	Not done 25-30

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (course wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the colleges of the affiliating university within the city/ district.

N.A. this college is UG college. Students who pass from this college take admission in other colleges.

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment? Institution facilitates student progression to higher level of education and/or towards employment in the following ways:

• Information about Courses run in various university and colleges are provided through Notice Board.

• Personal guidance by the faculty.

• Employment information is provided through Notice Board.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

Individual economical support is given by the faculty to the needy students. Faculty helps them by providing notes and extra classes. Poor students are given specimen copy of each subject by the teacher.

5.3 **Student participation and Activities**

5.3.1   List teenage of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

According to programme calendar following cultural sports and extracurricular activities have been organized. Extracurricular activities were held in college campus from 20 to 24th Dec2013. According to University curriculum.

5.3.2   Furnish the details of major student achievements in co curricular, extracurricular and cultural activities at different levels:

University/State/Zonal/National/ International etc for the previous four years.

In the last four year, achievements of the institution in various fields are:
Sports: College students took part in state level games (team and
individual games category). Kabaddi & kho-kho
athletics are the main events in which students participated at district and
state level. One of the students (Ku. Bhuneshwary, B.Com.- I & Tikesh kumar- B.A.-I)
took part in Kabaddi

NSS: NSS volunteers participated in district level and state level camp.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

College collect views of graduates in alumni meet which is used to strengthen the support services to students.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications / materials brought out by the students during the previous four academic sessions.

Yes, college is planning to print annual college magazine from the session 2014-15.

5.3.5   Does the college have a student council or any similar body? Give details on its selection, constitution, activities and funding.

There is a provision to constitute the student council as per the university ordinance -1 It has not been formed for last three years as institution did not get any notification from the university.

5.3.6   Give details of various academic and administrative bodies that have student representatives on them.

There is following academic and administrative bodies that have student representatives on them:
- Cultural Committee.
- NSS advisory Committee.
- Student Union.
.

5.3.7   How does the institution network and collaborate with the Alumni and former faculty of the Institution.

We don`t have Alumni.

Any other relevant information regarding student support and progression

which the college would like to include.

Nil.

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CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Our vision is "from darkness lead me to light".

Mission of the institution is to focus rural youth. Every attempt is made to motivate the student and aware the importance of knowledge. Overall development of student is taken into consideration.

6.1.2 What is the role of top management, principal and faculty in design and implementation of its quality policy and plans?

As it is a govt. institution, Principal and faculty strictly follow the govt. rules and policies. Hence it helps to maintain quality education.

6.1.3. What is the involvement of the leadership in ensuring?

- More number of students belonging to SC/ST/OBC of surrounding area are given admission.
- Under administration of the Principal, the faculty work together library facility is provided.
- Parent and teachers meeting are often conducted.

- Vocabuage improvement in English language class is often taught.

- Self grooming and personality enhancement tips are often focused.

- No direct meeting or interaction is done with stakeholders.

- Sometimes the suggestions given by stakeholders are also approved.

- Meetings are conducted to maintain the culture. Transparency is maintained while forming the committee.

- Not applicable.

6.1.4 What are the procedures adopted by the institution to monitor and valuate policies and plans of the institution for effective implementation and improvement from time to time?

For regular improvement the committees are formed at the beginning of the session. Principal conducts meeting in the beginning of the session and instructs to follow the plans.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

Staff is permitted to attend seminars, national or international conferences. This is also allowed to attend orientation and refresher's courses.

6.1.6 How does the college groom leadership at various levels?

This session student union council was formed through student union election. Every staff member participated with complete responsibilities. The students are motivated to maintain harmony at all level.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments/units of the institution and work towards decentralized governance system?

The committees formed to decentralize the works by giving equal responsibilities to all staff member.

6.1.8 Does the college promote a culture of participative management? If `yes`, indicate the levels of participative management.

Under the guidance of Principal, the staffs do the responsibilities allotted to them. Thus, everybody participates in college management at different levels.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed? Providing appropriate method of teaching quality education and extra- curricular activities to the students.
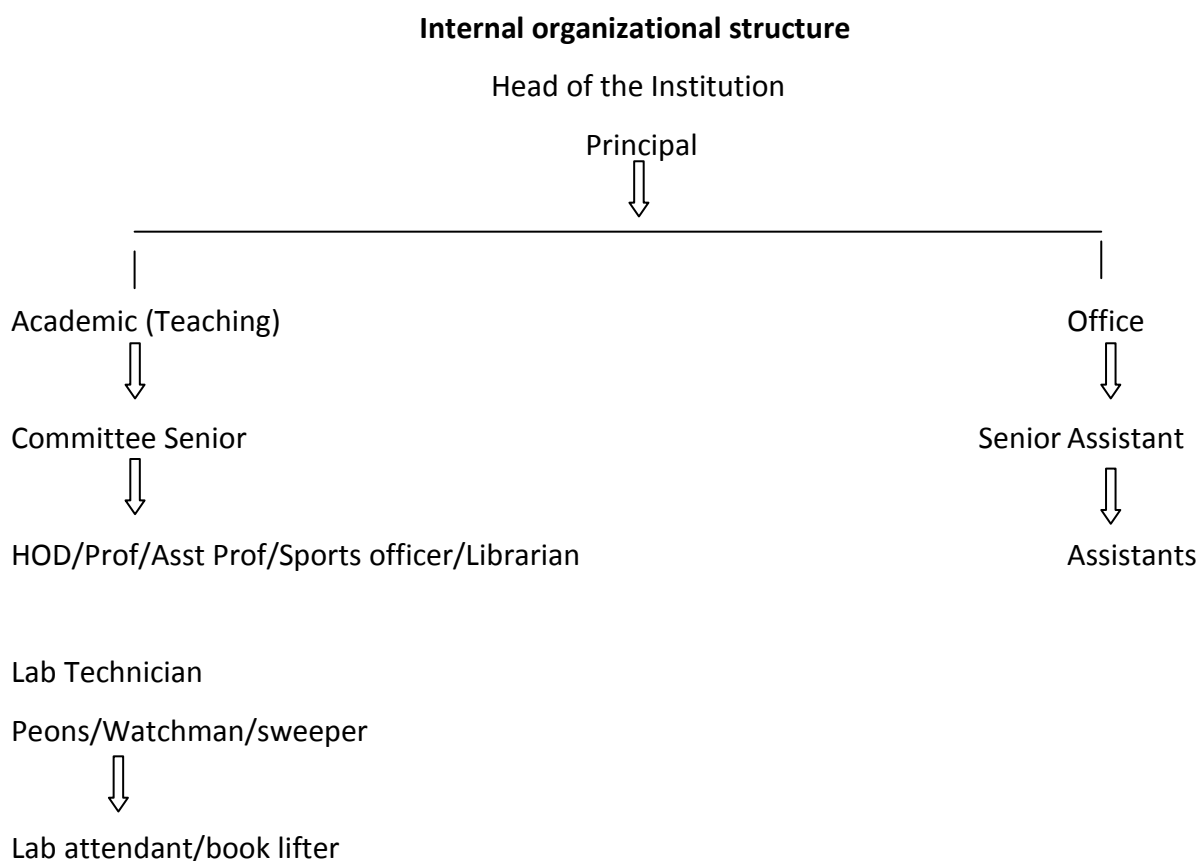
The vision and mission mechanism helps to attain goal and inculcate the moral values amongst student to improve quality and maintain discipline and proper administration the teachers.

1. Conduct seminars in classroom.
2. Conducts test maintain, half yearly and model.
3. Conduct practical.
4. Does activities in NSS.
5. Prepare teaching diary.
6. Competition like Mehandi, rangoli, poster making, debate and group discussion are organized.
7. Faculty helps the student to participate in the programme.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The colleges over building is under construction.

6.2.3 Describe the internal organizational structure and decision making processes.

Internal organizational structure

Head of the Institution

Principal

⇓

Academic (Teaching)   Office

⇓   ⇓

Committee Senior   Senior Assistant

⇓   ⇓

HOD/Prof/Asst Prof/Sports officer/Librarian   Assistants

Lab Technician

Peons/Watchman/sweeper

⇓

Lab attendant/book lifter

Principal of the college is head of the institute. He has the responsibility of office work and teaching, curricular and extra co-curricular activities. There are more than 25 committees active in the college.

The head of the institution principal internally organizes the structure. All the members of the college teaching and non-teaching work under the supervision of the Principal. Besides teaching the staff is allotted curricular and extra-curricular activities.
The organisational structure is as follows:-

Post	No. of staff
Principal	01
Teaching staff	10
Office staff	04
Class IV staff	03

The different bodies in the institution are:-

Discipline Committee

Faculty In-charge

Cultural & Academic activities Committee

Caution money Committee

Anti-ragging Committee

Sports Committee

Student's union Committee

Purchase Committee

Write off board

Scholarship Committee

Prevention of sexual harassment of women

Grievance redressal cell

University exams Committee

Local examination Committee

Recruitment cell

Stock verification Committee

NSS activities Committee

Jan Bhagidari Committee

Parent-Teacher Committee

Time table Committee

Admission Committee

Committee for govt. local programme

Lok Sewa Guarantee ordinance Committee

Infrastructure Development Committee

Student scholarship Committee

Employment cell and guideline Committee

Social protection and conservatory Committee

These committee do the task according under the supervision of the Principal. Regular office work, activities like extra-curricular, admission and staff council meetings are performed.

The minutes of meeting are noted in the register. Some decisions are also taken in Janbhagidari meetings. Thus regularity and discipline is maintained.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following.

- Teaching & Learning
  - ❖ The teachers maintain diary/register which is duly checked by the principal every month latest by 5th.
  - ❖ The teachers are permitted to attend all refresher's course, workshops, seminar conferences.

- Research & Development-
  - ❖ Research paper has been published in subject like political science and economics. Research project work yet to be organized in future.
- Community engagement-

  The NSS unit of this college organizes special camp in villages in which blod camp, plantation is done. With the motto "Not me but you" the volunteers of 50 students perform social activities and thus make healthy social environment.
- Human resource management-

  The head of the institute motivates the staff member to do research work. It is because of his inspiration one staff member has been awarded Ph.D. and 2 more are to be awarded. The staff is always encouraged to read Journals, New Books so as to improve our knowledge and skill and render better teaching.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

For the top management and information for the stakeholders is made available either by telephone or through circulars. Notices are displayed on the board.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

For the efficiency of the institutional processes, training programme are attended by the staff.

6.2.7 Enumerate the resolutions made by the management council in the last year and the status of implementation of such resolutions.

The Principal can take any decision can appoint teacher with the support of Janbhagidari committee. Being govt. there is no management council.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If` yes, what are the efforts made by the institution in obtaining autonomy?

Our institution was established in 2005, it is still running not in its own building but school. The institution is future might make attempt to be an autonomy college because affiliated college has this provision.

6.2.9 How does the Institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

Yes, there is a mechanism to analyze the nature of grievances. There are committee constituted to resolve such issues and maintain better relation with the stakeholders.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No, no such instance are registered.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institution performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes, students feedback really helps.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

Faculty empowerment strategies:-
- The professional development amongst teaching and non-teaching is encouraged by the Principal.
- Meeting/training are attended by the teachers in NSS, _____.
- Non-teaching training programme of 4 months was attended for self upgradation by one members.
- Self awareness and computer literacy programme are promoted at personal level only due to lack of accommodation in college premises.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

All staff members are involved for responsible work.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

For better appraisal multiple activities are captured and considered.

- Principal writes CR of all staff members and is further sent to higher education department.
- Good teaching is expected.
- Transparency is always maintained.

6.3.4 What the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The head of the institution informs the teacher about their performance. If required the staff teaching/non-teaching is also asked to improve.

6.3.5 What are the welfare schemes available for teaching and non teaching staffs? What percentage of staff have availed the benefit of such schemes in the last four years?

There are welfare schemes. Festival & grain advance a provision only for III/IV employees and all of them avail it.

- Medical/maternity leave me also given when required.
- Reimbursement of medical expenses has been avail by one staff.

- Uniform distribution to class IV employees.

- GPF and part final has been availed by 100% staff member.

- GIS/Family Welfare Scheme is availed by all.

- Though there is 1st aid facility but on emergency and casualty health services are availed as hospital is just adjacent to our college.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

For betterment of the students eminent personalities has been invited to give lectures.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institution mechanism to monitor effective and efficient use of available financial resources?

Although audit has not been done so far. We take the services of C.A. for effective and efficient use of available resources.

6.4.2 What are the institution mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Audit is yet to be done.

6.4.3 What are the major sources of institution receipts/ funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/ corpus available with Institution, if any.

As it is Govt. College major source of funding is done by Govt. aids/Janbhagidari Fund. No Govt. audit is yet done.

XI plan 30 th Sept 2010

S.NO.	Particulars	Opening Balance	Grant Received	Grant Utilized	Unspent Balanced
01	Books	5943.00	-	-	5943.00
02	Equipment	12579.00	-	-	12579.00
03	Remedial Coaching Non-Recurring Recurring	980.00 392908.00	-	-	980.00 392908.00
	Total	412410.00	0.00	0.00	412410.00

XI plan 30 th Sept 2011

S.NO.	Particulars	Opening Balance	Grant Received	Grant Returned	Grant Utilized	Unspent Balanced
1	Books	5943.00	109296.00	-	100000.00	15239.00
2	Equipment	12579.00	200000.00	-	212579.00	
3	Remedial Coaching Non-Recurring Recurring	980.00 392908.00		-		980.00 392908.00
4	Network UGC	-	279000.00	-	27874.00	251126.00
5	Career Counseling Cell	-	300000.00	-		300000.00
6	Construction of Building	-	995084.00	-	850000.00	145084.00
7	Any Other (Interest)	-	62680.00	-	3281.00	59399.00

8	Entry in Services	-	640000.00	-	-	640000.00
9	Additional grant	-	931230.00	-	-	931230.00
	Total	412410.00	3517290.00	-	1193734.00	

XI plan 30 th Sept 2012

S.NO.	Particulars	Opening Balance	Grant Received	Grant Returned	Grant Utilized	Unspent Balanced
1	Books	5943.00	109296.00	-	100000.00	15239.00
2	Equipment	12579.00	200000.00	-	212579.00	
3	Remedial Coaching Non-Recurring Recurring	980.00 392908.00		-		980.00 392908.00
4	Network UGC	-	279000.00	-	27874.00	251126.00
5	Career Counseling Cell	-	300000.00	-		300000.00
6	Construction of Building	-	995084.00	-	850000.00	145084.00
7	Any Other (Interest)	-	62680.00	-	3281.00	59399.00
8	Entry in Services	-	640000.00	-	-	640000.00
9	Additional grant	-	931230.00	-	-	931230.00
	Total	412410.00	3517290.00	-	1193734.00	

6.4.4   Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

External funding is received from Janbhagidari fund for the payment of one teacher in commerce and one sweeper.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a.   Has the institution established an Internal Assurance Cell (IQAC)? If' yes', what is the institution policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes, IQAC was constituted on 19.12.2013. With regard to quality assurance, feedback is taken from member and stakeholder.

b.   How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

The proposal on for the implementation is sent. College does not have its own building hence no construction can be made.
To encourage our rural student educational programme are conducted.

c.   Does the IQAS have external members on its committee? If so, mention
any significant contribution made by them.

d.   How do students and alumni contribute to the effective functioning of the IQAC?
The feedback collected from students and alumni and their kind suggestions have been considered for improvement.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

IQAC interacts and involves staff members –for internal policy, for conducting annual exam and semester exam.

6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The college conducts meeting and decisions are taken to improve quality of both academic and administration.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes, the staff members are permitted to attended workshop seminar and conferences conducted at different venues.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

No, Academic audit has been done in the institution. With regular meeting and sudden inspection by the Principal has helped to improve the institutional activities.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?
As college is affiliated to Pt. R.S.U., Raipur, the university has squad to do sudden inspection.
On 19.10.201 sudden inspection was done by _____.

They had suggested to improve some shortcomings.

6.5.6   What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The methodologies are to maintain dairy register, get checked every month, class test and quarter exam. are also required to keep discipline and harmony.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The internal and external stakeholders are in regular contact through meeting. Thus the institution informs about policies through meeting or by displaying on notice board.

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CRITERIA 7: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1   Does the Institute conduct a Green Audit of its campus and facilities?

Due to lack of space and water scarcity, plantation is done only in pots. It helps to teach the students importance of green tree & also helps to maintain ecological balance.

7.1.2   What are the initiatives taken by the college to make the campus eco-friendly?

In their curriculum, environmental study the students study the importance of renewable resources, energy conservation and to avoid pollution. NSS units do the cleanliness of the campus & plant the flowering plants and green plants. Under **SWAKCHH ABHIYAN**, it is decided in our college that on Saturday from 3.00 p.m. to 5.00 p.m. (2 hours) cleaning task will be done by staff & students. Eco-friendly environment is maintained because all the students come by bicycle.   All the non bio-degradable waste is avoided.

7.2 Innovation

7.2.1 Give details of innovations introduced during the last four year which have created a positive impact on the functioning of the college. Besides curricular, co-curricular and extracurricular activities college is also conscious about innovation showing positive impact on students.

In this college, under their curriculum, B.Sc. (Microbiology) students learn about hygiene, personal health and care. They had to do blood test. In the surrounding area, Microbiology is not a subject for B.Sc.

NSS students often do social service. **SWAKCHH ABHIYAN** is being propagated amongst the students & staffs. Some innovative programme under this Abhiyan are planned which will be carried out very soon. More importance is given on **girl-child education**.

As our vision is "from darkness lead me to light", it is our duty to educate more & more rural people and make them alcohol free and tobacco free.

We pay tribute to all the martyrs on National-Day. Our institution is named after Kaushal Yadav – a martyr who led his life in Kargil War. He is paid tribute on 26th July "Kargil Vijay Diwas" every year.

7.3 Best practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional objectives and /or contributed to the Quality improvement of the core activities of the college?

Importance of education for rural & economically weak students.

All the students belonging to SC/ST/OBC are getting facilities like library books, stationery & scholarship (if they are entitled to get). Most of the students need to learn computer. As they cannot afford to learn (high fees), basic knowledge of compute is given by teachers of the college.

Our college does not have space for garden but still we maintained garden. We have plants, planted in pots.

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4. Format for Presentation of Best Practice

a. **Title of the best practice**

b. **Aim**: To focus on the importance of language both Hindi & English.

c. As soon as we will shift in our own building, we will try to make language lab for teaching phonetics.

d. We conducted spoken English class & we got a good response from the students, they wish to learn the importance of phonetics in language. Learning in language lab will really make the subject more interesting.

Student will learn typing both in Hindi as well as English.

At present, there is no space for language lab.

Contact Details

Name of the Principal : **Dr.K.S. Sharwan**

Name of the institution : Government SKY College, Gunderdehi

City : Gunderdehi, Distt. Balod (Chhattisgarh)

Pin code : 491223

Work Phone :

Website : www.skycollege.com

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E-mail : principalgovtskycollege@rediffmail.com, kdchawle@gmail.com

3. Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1. Name of the department - **Arts Faculty**

2. Year of Establishment - **2007**

3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :

1 **UG- B.A. -2007 (Political science, Economics, Sociology)**

4. Names of Interdisciplinary courses and the departments / units

Involved: **NIL**

5. Annual / semester / choice based credit system (programme wise) : **Annual in**

UG and Semester system In PG

6. Participation of the department in the courses offered by others departments : **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.

: Nil

8. Details of courses / programmes discontinued (if any) with reasons : **Nil**

9. Number of Teaching posts

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Asst. Professors	05	05 (Regular)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./ Ph.D. / M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No of Years of Experience	No of Ph.D. Students Guided for the Last 4 years
Mr. K.D. Chawle	M.A. (Reg. for Ph.D.)	Asstt. Prof. (Eco.)		21 yrs.	
Dr. H.L. Verma	M.A., Ph.D.	Asstt. Prof. (Pol. Sci.)		19 yrs.	
Mr. D.S. Sahare	M.A.	Asstt. Prof. (Sociology)		26 yrs & 10 months	
Mrs. Nigar Ahmed	M.A., (registered for Ph.D.)	Asstt. Prof. (English)		27 yrs.	
Dr. D. Dilliwar	M.A., Ph.D.	Guest Prof. in Hindi			

11. List of senior visiting faculty -: Nil

12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty : **Nil**

13. Student – Teacher Ratio (programme wise) : In **UG 35:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned

and filled **: Sanctioned: 02, Filled: 02**

15. Qualifications of teaching faculty with D Sc / D. Litt/ PhD/ M Phill / PG. Refer to Sr. No.10 (details provided):

16. Number of faculty with ongoing projects from a) National b) International funding agencies

and grants received : **N.A.**

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grant received

: Nil

18. Research Centre / facility recognized by the University **: Nil**

- Publications: A) Publication per faculty **: N.A.**

- Number of papers published in peer reviewed journals (national /international) by faculty and students. 06

- Number of publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) : Nil

- Monographs :Nil

- Chapter in Books :Nil

- Books Edited :Nil

- Books with ISBN / ISSN numbers with details of publishers : Nil

- Citation Index :Nil

- SNIP :Nil

- SJR :Nil

- Impact factor: Nil

- H-index : 01.

19. Areas of consultancy and income generated :Nil

20. Faculty as members in :

a) National committees : **N.A.**

b) International Committees : Nil

c) Editorial Boards :Nil

21. Student projects : students do project work in environmental studies.

a) Percentage of students who have done in-house projects including inter departmental/ programme-100% students of UG pursue in- house projects in environmental studies.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry / other agencies : Not applicable

22. Awards / Recognitions received by faculty and students: Nil**.**

24. Seminars/ conferences/ workshops organized &the source of funding

A) National : Nil

B) International : Nil

26. Student profile programmed/course wise: **Nil**

27. Diversity of Students – **Nil**

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **: The students are striving for competitive exams.**

29. Student progression: **2012-13**

UG to PG	80%

30. Details of Infrastructural facilities:

a) Library : **Central library facility available. Number of books available in different departments are as follows:**

Political Science	**350**
Sociology	**402**
Economics	**373**
Hindi	**704**
English	**100**
Environment	**300**

b) Internet facilities for staff & students: **Internet facilities for staff and office use.**

c) Class rooms with ICT facility **: Nil**

d) Laboratories**: Not applicable.**

31. Number of students receiving financial assistance from college, university, government or other agencies': **Data mentioned in 5.1.2**

32. Details on student enrichment programmers (special lectures/workshops/ seminar) with external experts: **Sometimes lectures are arranged by visiting professors.**

33. Teaching methods adopted to improve student learning: **We don't have modern gadgets. We use simple methods of teaching. (chalk & talk)**

34. Participation in Institutional social responsibility (ISR) and Extension activities-

Through NSS Volunteers, 7-days special camp is organized annually to solve the social problems of villagers.

35. SWOC analysis of the department and Future plans.

Strength: -

Strength in Arts & Science is quite good. Due to lack of accommodation, strength cannot be increased. The result shows gradual improvement.

Weakness:-

Lack of classroom, lack of lab, lack of teaching staff, lack of technical hands, other facilities too.

Opportunity:-

Hope, the results of all the faculties will be improved with the proper & developed infrastructure in future. It is expected to run adorn courses and self-employment courses. Vacant post should be filled.

Challenge:-

Post for sports officer, librarian post should be created.

Future Plan: -

In Arts faculty, more new subjects like Geography, History, Hindi Literature should also be opened so that students do not go to cities & private colleges.

Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

Institution is a degree college so we are submitting the evaluative report of

COMMERCE faculty instead of department.

1. Name of the department - **COMMERCE FACULTY**

2. Year of Establishment **- B.Com.- 2007**

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters;

Integrated Ph.D., etc **UG: B.Com.**

4. Names of Interdisciplinary courses and the departments / units Involved **: Nil**

5. Annual / semester / choice based credit system (programme wise) **:**

B.Com.-Annual

6. Participation of the department in the courses offered by other department: **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc. **:**

Nil

8. Details of courses / programmes discontinued (if any) with reasons: **Nil**

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	01	Nil
Associate Professors	Nil	Nil
Asst. Professors	01	01 + 1 = (part time Janbhagidari)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./ Ph.D. / M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No.of Ph.D. Students Guided for the Last 4 years
Dr.D.R. Meshram	M. Com., Ph.D.	Asstt. Prof. (Comm.)	-	29 yrs. & 10 months	
Mr. Santosh Sonwani	M.Com.	Asstt. Prof. in Comm. (Jan Bhagidari)	-	-	-

11. List of senior visiting faculty **- Nil**

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty **: Nil**

13. Student – Teacher Ratio (programme wise) **:**

UG- 30:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled **: Nil**

15. Qualifications of teaching faculty with DSc / D. Litt./ Ph.D/ M. Phil / PG. **: 01 Regular Prof. with Ph.D. & 1 Part-time Professor.**

16**.** Number of faculty with ongoing projects from a) National b) International funding agencies and grants received **:Nil**

17**.** Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received **: Nil**

18**.** Research Centre / facility recognized by the University: **Nil**

19. Publications:

- Publication per faculty : **Nil**

- Number of papers published in peer reviewed journals (national/international) by faculty and students : **Nil**

- Number of publications listed in International Database (For E.g.: Web of Science ,Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) : **Nil**

- Monographs : **Nil**

- Chapter in Books : **Nil**

- Books Edited : **Nil**

- Books with ISBN / ISSN numbers with details of publishers : **Nil**

- Citation Index : **Nil**

- SNIP : **Nil**

- SJR : **Nil**

- Impact factor : **Nil**

- H-index : **Nil**

20. Areas of consultancy and income generated :**Nil**

21. Faculty as members in

a) National committees b) International Committees c) Editorial Board :**Nil**

22. Student projects

1 Percentage of students who have done in-house projects including inter

departmental / programme: **100% students of UG pursue in- house**

projects in environmental studies..

2 Percentage of students placed for projects in organizations outside the

institution i.e.in Research laboratories/ Industry / other agencies : **Nil**

23. Awards / Recognitions received by faculty and students: **Nil**

24. List of eminent academicians and scientists / visitors to the department : **Nil**

25. Seminars / conferences/ workshops organized &the source of funding

a) National: **Nil**

b) International: **Nil**

26. Student profile programmed/course wise: **Nil**

27. Diversity of Students – **Nil**

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **: The students are striving for competitive exams.**

29. Student progression: **2012-13**

Student progression	Against %enrolled
UG to PG	60%

30. Details of Infrastructural facilities

a) Library: **Central Library facility available. Number of books -637**

b) Internet facilities for staff & students: **Internet facilities for staff is available.**

c) Class rooms with ICT facility: **Nil**

d) Laboratories: Not required

31. Number of students receiving financial assistance from college, university, government or other agencies: **Data is given on 5.1.2**

32. Details on student enrichment programme (special lectures/workshops/ seminar) with external experts: **Nil**

33. Teaching methods adopted to improve student learning : **simple method of teaching (Traditional).**

34. Participation in Institutional social responsibility (ISR) and Extension activities: **Through NSS**

35. SWOC analysis of the department and Future plans:

Strength- Infrastructure available for commerce is difficult to adjust.

Books are available in library for B.Com.

Weakness- One more post should be created for commerce faculty.

Opportunity - Student strength may increase gradually.

New courses can be introduced under entrepreneur skills.

Challenges- Appointment of regular teaching staff.

Future plan- Few additional courses such as DBM, B.Com with computers, TALLY and AUTO CAD can be started.

3. Evaluative Report of the Departments

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

Institution is a degree college so we are submitting the evaluation report of Science faculty in place of department.

1. Name of the Department : **SCIENCE FACULTY.**

2. Year of Establishment : **2005**

3. Names of Programmes / Courses offered (UG, PG, M. Phil., Ph. D., Integrated Masters; Integrated Ph.D., etc.):- **UG: B.Sc. (Micro Biology, Chemistry & Botany)**

4. Names of Interdisciplinary courses and the departments / unitsinvolved: **Nil**

5. Annual / semester / choice based credit system (programme wise): **Annual**

6. Participation of the department in the courses offered by others departments : **Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:

Courses are not collaborated with other institution.

8. Details of courses / programmes discontinued (if any) with reasons: **No Courses or programme is discontinued.**

9.   Number of Teaching posts

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst. Professors	03	01(Regular) 02(Guest Lecturer.)

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./Ph.D. / M. Phil. Etc.,)

Name	Qualification	Designation	Specialization	No of Years of Experience	No of Ph.D. Students Guided for the Last 4 years
Mr. S.C. Khang	M. Sc., Botany	Asstt. Prof. (Botany)	-	29 yrs.	
Ku. Ritu Chandrakar	M.Sc.	Guest Prof. in Chemistry			

Ku. Poonam Sahu	M.Sc. (Microbiology)	Guest Prof. in Microbiology			

11. List of senior visiting faculty - Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 80% classes are taken by temporary faculty.

13. Student – Teacher Ratio (programme wise) **: 40:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Nil**

15. Qualifications of teaching faculty with DSc / D. Litt/ Ph.D/ MPhil / PG. **: 03**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received **: NO**

18. Research Center / facility recognized by the University: **Institution is not recognized by the University as research center.**

19. Publications: Nil

Publication per faculty **: Nil**

- Number of papers published in peer reviewed journals (national /international) by faculty and students **: Nil**

- Number of publications listed in International Database (For E.g.: Web of Science ,Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.) : **Nil**

- Monographs :**Nil**

- Chapter in Books :**Nil**

- Books Edited :**Nil**

- Books with ISBN / ISSN numbers with details of publishers :**Nil**

- Citation Index :**Nil**

- SNIP :**Nil**

- SJR :**Nil**

- Impact factor: **Nil**

- H-index :**Nil**

20. Areas of consultancy and income generated :**Nil**

21. Faculty as members in :

a) National Committees : **Nil**

b) International Committees : **Nil**

c) Editorial Boards :**Nil**

22. Student projects

Percentage of students who have done in-house projects including inter

departmental / programme: **100% students of UG pursue in- house projects in**

environmental studies. .

Percentage of students placed for projects in organizations outside the institution

i.e.in Research laboratories/ Industry / other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **Nil**

24. List of eminent academicians and scientists / visitors to the department :**Nil**

25. Seminars/ conferences/ workshops organized &the source of funding

a) National : **Nil**

26. Student profile programmed/course wise: Nil

27. Diversity of Students: Nil

28. How many students have cleared national and state competitive examinations such as NET,

SLET, GATE, Civil services, Defense services, etc.? **: One of the students got selected in TET**

exam.

29. Student progression: **2012-13**

Student progression	Against %enrolled
UG to PG	75%

30. Details of Infrastructural facilities

a) Library : Books are available in Central Library . **No of Books of Chemistry- 555, Microbiology**

– 800, Botany- 705.

b) Internet facilities for staff & students : Internet facilities for staff is available.

c) Class rooms with ICT facility : **Nil**

d) Laboratories – **Classroom is used as lab due of lack of accommodation.**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Data is given on 5.1.2**

32. Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts: **Nil**

33. Teaching methods adopted to improve student learning: **Simple methods of teaching with chalk and board is applied.**

34. Participation in Institutional social responsibility (ISR) and Extension activities: - **Through NSS**

35. SWOC analysis of the department and Future plans

Strength - One regular faculty is working since the college started.

Equipment are available for UG Laboratories – **None**

Student strength is good in science stream, and sufficient number of books are available in the library.

Weakness - Lack of Regular teachers in Microbiology & Chemistry causes problems & instability amongst students.

Insufficient infrastructure.

Laboratories are not established.

Insufficient number of class rooms.

No separate library for the departments.

Opportunity – Strength of students may increase in future.

Challenges - Appointment of regular teacher in every subject. Extension of infrastructure and laboratories.

Future plan – In UG subject like Maths & Bio group, Bio-technology should also be included in the curriculum.

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Declaration by the Head of the Institution

I certify that the data included in this self study report (SSR) are true the best of my knowledge.

This SSR is prepared by the institution after internal discussion no part of their has been outsourced.

I am aware that the peer team will validate the information during the peer team visit.

Place: Gunderdehi   Sd

Signature of the Head of the Institution

Date: 21/10/2014   with seal