YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	BCS Govt.P.G.College Dhamtari
• Name of the Head of the institution	Dr. Shreedevi Choubey
• Designation	Incharge Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07722238933
• Mobile no	9826063899
• Registered e-mail	pgcollege.dhamtari@gmail.com
• Alternate e-mail	pgcollege.dhamtari@gmail.com
• Address	Jodhapur Ward Dhamtari
• City/Town	DHAMTARI
• State/UT	CHHATTISGARH
• Pin Code	493773
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Pt.Ravishankar Shukla

	University,Raipur
• Name of the IQAC Coordinator	Mr. P.C. Choudhury
• Phone No.	07722237933
• Alternate phone No.	
• Mobile	9893833216
• IQAC e-mail address	prakash19jul@gmail.com
• Alternate Email address	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/62209b13bc20d.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/61c4609940452.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77.00	2005	28/02/2005	27/02/2010
Cycle 2	B	2.06	2015	03/03/2015	02/03/2020

6.Date of Establishment of IQAC	04/07/2005

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	4
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities	No

during the year?	
• If yes, mention the amount	

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

• IQAC initiative helped the staff to fight against corona by following the covid-19 guidelines and no one was infected in the first phase. • IQAC motivated the faculty members to conduct online classes during lock-down period and to upload video lectures , audio lectures,ppt presentation in cgschool.in for the students of UG and PG classes. • IQAC encouraged the departments to organise webinar in place of seminar/workshop and at the same time to participate in national and international level webinars in their subjects conducted by different college in the country. • Completion of new chemistry lab and smart class room/seminar hall in the new building. • IQAC proposal for a smart class room in the main building ground floor and a new garden in the campus infront of girls hostel building.

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

Plan of Action	Achievements/Outcomes
Online classes as per the guidelines from higher education department cg govt.	Due to pandemic no offline classes were possible because of the lockdown.Hence IQAC motivated the teachers to upload video lectures,PPT presentation, audio lectures in cgschool.in portal as per the guidance of HE department along with the online classes according to the routine of the college.
Following the corona protocol in the college campus.	Classes were totally banned for the pandemic .Hence faculty members and non-teaching staff of the college were directed for following the guidelines to minimize the infection in campus. IQAC initiated the sanitisation in the college and motivated the members of the college family and visitors to wear masks and wash their hands regularly and use hand sanitisers as well.As a result no one from the college was infected in the first phase.
Preparation for online examination in the college	Instead of offline exam the university conducted the exams online.Hence the answer books were distributed to the students following the corona protocol. After the exams the college staff and other members were directed to have caution during the collection of answer sheets of the said exam.
Organising webinar in place of seminar/conference /workshop	IQAC motivated the faculty members to organise webinars in their departments.Department of Hindi and Economics organised National level webinar Dept. Of Political Science, Sociology and Psychology jointly arranged a webinar
Participation of staff members in National and International webinars	Many of the faculty members participated in various national and international webinars organised by different colleges in the country along with their busy schedule of online classes
Plan of a new smart class in the main building	There was a necessity of one more smart class room in the college.Hence IQAC proposed a plan for a smart class in the main building adjacent to geography department.The completion of the smart class

	definitely would be an asset for the teaching and learning process in the institution.Plan materialised due to the financial assistance by JBS
New garden infront of the girls hostel building	The college had a small circular garden infront of the main building.These was a need of a specious garden in the campus.Dream came true because of the benevolent support from the JBS the gardenis to be constructed soon
Preparation of SSR for the 3rd cycle of NAAC evaluation	As the college is going for the 3rd cycle evaluation by NAAC,IQAC along with the other committee worked out the preparation of SSR after submitting IIQA to NAAC. with IQAC initiation responsibility have been given to different team of teachers to prepare the seven criteria of SSR so that we could submit the report in time
Plan of action for BCI approval for LL.B. program in the college	For the acceptance of IIQA we needed to submit the approval from BCI for the LL.B. programme. Principal of the college, along with the efforts of IQAC, directed the Department of law to do the needful
Organising women's Day celebration	As in the previous years the women wing of the college were inspired by IQAC to continue the tradition of honouring the women working in various sectors.Hence with corona precaution we organised a programme in the district hospital on the occasion of international women's day on 08-03-3021 to honour the health workers.Because of the dedicated service of the health workers we took the initiative to honour all the health workers, instead of only women workers, as frontline brigade serving the humanity during this crisis. This programme inspired the health workers to carry on their service to corona effected people
AQAR for 2020-21	Amidst covid-19 pandemic we couldn't have much to do during this corona effected session.But as an academic schedule we had to prepare the AQAR for the session 2020-21.Though the college couldn't conduct much physical activities in the campus as there was so students union and the physical presence of the students was restricted due to lock down.There were no games and sports activities and no cultural programmes in the campus.NSS,NCC and Youth Red Cross also couldn't have activities as per the schedule. Hence AQAR for 2021 was to be prepared with less offline activities in the college.

13.Whether the AQAR was placed before statutory body?

	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission

2020-21	29/01/2022

Extended Profile

1.Programme

1.1	
Number of courses offered by the institution across all programs during the year	**469**

File Description	Documents
Data Template	View File

2.Student

2.1	
Number of students during the year	**3905**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1785**

File Description	Documents
Data Template	View File

2.3	
Number of outgoing/ final year students during the year	**1050**

File Description	Documents
Data Template	View File

3.Academic

3.1	
Number of full time teachers during the year	**52**

File Description	Documents
Data Template	View File

3.2	
Number of sanctioned posts during the year	**55**

File Description	Documents
Data Template	View File

4.Institution

4.1	
Total number of Classrooms and Seminar halls	**27**

4.2	**178.18**

Total expenditure excluding salary during the year (INR in lakhs)	
4.3 Total number of computers on campus for academic purposes	72

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our college is permanently affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.). The college ensures effective curriculum delivery and quality education through a well planned and documented process. The academic calendar of the college and departmental academic planners prior to the commencement of every academic year were prepared with the guidelines from IQAC.

College library provides the study material. For quality education and delivery of the curriculum. Classroom teaching is supplemented with class lecture, special lectures /guest lectures, group discussions, personal presentations, group presentations, departmental queries, tutorials, unit tests. Pre-university exams, assignments, project works, field visits, field studies, seminars, workshops, educational tours, social awareness programs, audio-visual methods etc. Students are also motivated to participate in conferences, workshops, debates and quiz competitions held in other institution for exposure of their potential. Teachers use PPTs, video lectures, models, charts, maps, experimental apparatus and various educational tools. College has also departmental libraries for P.G. departments due to covid-19 many of the activities could not be conducted.

Quarterly reports of course completion, daily diaries and the students attendance reports are submitted twice a year and are checked by principal.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	Nil

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

IQAC, exam cell, internal Exam, committee and time table committee prepare the academic calendar. For continuous evaluation of the progress of the students, completion of the course and maximum attendance the college directs the departments of the college to prepare their own work plan for the year in the beginning of the session.

College conducts pre-university examination before the university annual examination through which the preparation and the writing skill of the students are looked into and improvements are suggested.

After the university exams, the faculty members prepare a comparative analysis of their question for pre-university exam and annual exam. IQAC prepares the analytic table for each department and thus evaluates result details of the departments. Finally the report is submitted to the principal for evaluation.

Efforts are also made to make the examination process transparent and make timely improvement. Principal exhorts the superintendents and invigilators for smooth conduct of exam. College meticulously tries to help the PWD students by arranging their seating facilities in the rooms in the ground floor. Students suffering from epidemic diseases are provided special seating arrangements. College conducts all the sports and extra-curricular activities as per the university calendar.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

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

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

22

File Description	Documents
Any additional information	**View File**
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	**View File**

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	**View File**

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

number of students during the year

0	

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**View File**

1.3 - Curriculum Enrichment

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

Apart from courses relevant to gender, environment and sustainability of human values there is compulsory paper on environmental studies for all the U.G. Classes. The students develop sense of values through this course by preparing project report on field study issues. They are taught to fight pollution, save water, energy and other depleting resources.

Along with 'Jayanti' of the great personality of the country several Days (Divas) like Teacher's Day, Global Family Day, National Unity Day, Law Day, Constitution Day, and International Women's Day etc. are also celebrated.

Through Antara Kala parishad faculty members contribute financial help for PWD singing talents every year. We also send contribution for Army Flag Day, Communal Harmony Day, PM care fund and CM care fund.

Law department and other departments organize Consumer's Day, Consumer protection Day etc.

PG Departments and various committees organize several co-curricular activities. We follow 30% reservation for girls in admission and election process.

The green audit committee, energy audit committee and environmental pollution control committee also do their best to save the environment.

File Description	Documents
Any additional information	**View File**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**View File**

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

11	

File Description	Documents
Any additional information	**View File**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**

Institutional Data in Prescribed Format	**View File**

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

210

File Description	Documents
Any additional information	**View File**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/6242bf5932d6b.pdf**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**View File**
Any additional information	**View File**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/6242bf5932d6b.pdf**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3905

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1785

File Description	Documents
Any additional information	**View File**
Number of seats filled against seats reserved (Data Template)	**View File**

2.2 - Catering to Student Diversity

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

Professors shortlist slow Learners related to their subject based on the marks of the qualifying examination of the admitted students. After identifying them teachers use teaching techniques in a simple and easy way.

1. Students are advised to solve the question papers.
2. Personal, departmental and central library are provided books to them.
3. Slow learners are specially advised and counseled by the subject teachers, parent-teacher as well as psychological counsellar of the college.
4. Mentor teacher and subject teacher motivate to slow learner for participate in extracurricular activities and personality development programs.

- Guidance to encourage advanced learners is done. The following methods are adopted to encourage advanced learners.

01. The university also provides the medal and citation to the highest scoring student.

The Following Method Are Adopted For Both

01. A departmental seminar is organized, in which students of postgraduate classes give their presentations related to the given subject.

02. Guest lecturers were organized by various departments.

03. Project excursion tours, field survey also organized for both type of students to gain more knowledge of subject.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

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

Number of Students	Number of Teachers
3905	52

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

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

Student-centered methods such as experiential learning, participative learning and problem solving methodologies are used to enhance learning experiences.

According to the academic calendar of the college various methods for enhancing the learning ability of students studying by adopting a method centered on students through experiential participants and problem solving. The trend of learning is enhanced by all three methods.

01. Experiential Learning

The details of which are as follows.

01. Field study - learns through experiential learning through field study survey.

02. Guest Lecture - Guest lecture by subject experts.

02. Participative Learning

The student enhances learning through the following methods.

1. Departmental Seminar (National, International Webinar)

2. Moot court

Problem Solving

The student learns through this method in the following manners.

 1. Research work

There are many such programs conducted in the institution. These programs teach human values and moral values, teacher the art of living and develop leadership in students. These programmes guide for equitable and cultured society and building strong nation. programs are as follows:

01. NCC / NSS activities

02. Program related to skill development

03. Youth Festival Program

04. Events organized for personality development

05. Cultural programs etc.

File Description	Documents
Upload any additional information	**View File**
Link for additional information	Nil

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

In the session 2020-21 the number of teachers using ICT tools is 14. In Geography, Economics and Chemistry departments the faculty members make use of the LCD and OHP available in their departments. All the teaching members of the college with the help of their personal mobile, Department computers, own laptops carry on their online teaching programmes. All the PG Department students do their seminar porgrammes with PPT Presentation. All the professors provide the students with videos, link of website, E-notes etc with the help of their mobile phones. Free Wi-Fi facility with 24 MBPs/GBPs is available for the students in the college campus. The details of the use of ICT tools are collected from the teachers of the college. College always encourages the staff and students to use ICT tools and take the advantage of the modern technique. All the faculty members of

IT department train the teachers about the basics of computer application. At present all the departments have their own computer system along with 50 computers in IT Department lab. The college has completed 02 smart classrooms with all the modern equipments.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**View File**

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

2.3.3.1 - Number of mentors

52

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**View File**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

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

52

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**View File**

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

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

17

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

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

2.4.3.1 - Total experience of full-time teachers

467

File Description	Documents
Any additional information	**View File**

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

2.5 - Evaluation Process and Reforms

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

We follow the university calendar for the activities in the college. We conduct Unit Test and pre-university examination as per the University Calendar. Internal valuation committee frames the questions, time-table, invigilation duty chart, valuation etc. for the pre-university exams. Results are declared after valuation and the problems were resolved for the students. We publish various information regarding Pre-university exams in daily newspapers. Each department prepares a comparative chart of Question papers of pre university exams and university exams. Through this students try to understand the importance of pre-university exams and the teachers take up the question setting work seriously. In UG level apart from LL.B. other courses also have Annual exams pattern. In Geography, Psychology, Home Science and science subject's students take practical exams and project work and the marks were submitted to the University for Internal Assessment. In PG level classes and LL.B. classes we conduct assignment, project work, viva and paper presentation for internal assessment and the mark list is sent to the university. For the smooth conduct and transparency in the Annual exams, exam cell, superintendents and invigilators are connected with the Whatsapp group for various kinds of information.

File Description	Documents
Any additional information	**View File**
Link for additional information	Nil

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

Monthly unit Tests and Pre-university exams are conducted as per the university academic calendar. The Departments conduct oral tests, group-discussion, assignment, Quiz, Debate, personal presentation, projects and seminars. For the Pre- university exams our institution follows all the university patterns like seat arrangement, Question paper setting and Time Table and invigilation. Results are provided to the students after valuation and encourage them for improvement. A comparative chart of the questions of Pre-university exams and questions of the university Exams are prepared.

The college submits the internal assessment marks, practical marks, marks for project work etc. to the University for weightage in Annual exams. For the benefit of the students the examination information has been circulated through newspapers and college website. We arrange separate sitting arrangement for PWD students and Sick students with infectious disease. After the completion of exams the principal takes report of superintendents to know the problems they faced for further improvements. Because of the surprise visits of flying squad and the efforts of our college being the lead college of the district, we could have transparency in the conduct of the exams. Because of corona exams were conducted online and assignment only.

File Description	Documents
Any additional information	**View File**
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Information about POS, PSOS, and COs is given to the students and faculty the induction meeting. This proves very helpful for the personality development of the students. Under the teacher guardian scheme the students keep in touch with the POS, PSOS and COS the teacher guardian. The skill development program campus recruitment, departmental seminars group discussions, educational excursions, are displayed on the notice board for the students and teachers.

All the courses conducted in the college have been prescribed by Pt. Ravi Shankar Shukla University Raipur. The institution disseminates the results and specific results of various programs between teachers and students. Following all the instructions of the Higher Education Department, various courses prescribed by the University are conducted in the institution. Various mediums are used to reach its POS, PSOS, and COS teacher-students. Among them, the notice board of the most important institution, various buildings located in the campus, these include the main building, library building, IT. The notice board of the building and new building is prominent. Apart from this, the information is disseminated through the Experimental Room , Lab, Study Room, information board of various departments, college annual magazine etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623ef9cbd997a.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Programme Outcome ,Programme Specific Outcome & Course Outcome

Objective

- The objective is to assess the knowledge level, learning level & the level of new technique.
- To know the teaching ability innovation and efficiency of the teacher and encourage for enhancement.
- By knowing the short comings of academics the teaching and learning activities could be developed so that the best outcome can be achieved.

Assessement Method

Direct Method:-

- Verbal information by the students in class room.
- Evaluating the ability of the students by class tests.
- Assessment of the writing skill and knowledge of students through pre-university examination.
- Participation in the extra-curricular activities on the basis of allotted positions.

InDirect Method:-

- **Home assignment by the students**
- **Respective ability and the academic quality of the students can be assessed through the research paper, story, poem published in the college magazine and other journals.**
- **Capabilities of the students are evaluated through of NSS, NCC, and Redcross Society activities.**

Programme Outcome

- **Effective communication.**
- **Rational thinking intellectual development:-logical outlook and intellectual development.**
- **The curriculum of UG/PG classes various celebrations have grave impact on the students Development of self-reliance and sense of labour.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623ef9cbd997a.pdf**

2.6.3 - Pass percentage of Students during the year

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

1050

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	**View File**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

0

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**

List of endowments / projects with details of grants(Data Template)	**View File**

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

3.1.2.1 - Number of teachers recognized as research guides

4

File Description	Documents
Any additional information	**View File**
Institutional data in prescribed format	**View File**

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	**View File**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

- **Personalization refers to one to one transfer of knowledge between two entities in person. This is done through Seminars, Workshop, and Interactions, open forum discussion, conducted by various departments from time to time organized by local level programmes.**
- **Separate labs are set up for the students in science, and computer department.**
- **Student from BCA and PGDCA are encouraged to choose an area of interest of their own preference and do a mini project.**
- **Student who are interested in creative writing are encouraged by the language teachers to write for college magazine.**
- **Every year the students in merit list are awarded with silver medal on the stage in annual day celebration.**
- **Two research centers in the college (Hindi and Economics) encourage the students for research work in their respective subject.**
- **Games and sports department awards cash prize to the participants in Inter-University and state level competitions as a token of encouragement.**
- **College provides the students with books for competitive examinations for different subjects.**
- **Since 1983 our college has been publishing "RICHA" the college magazine, every year without any break. The magazine comprises of the creative writings of the students and staff members.**

File Description	Documents
Upload any additional information	**No File Uploaded**

Paste link for additional information	**Nil**

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**View File**

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**View File**
Any additional information	**No File Uploaded**

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

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

1

File Description	Documents
Any additional information	**View File**
List of research papers by title, author, department, name and year of publication (Data Template)	**View File**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	**View File**

3.4 - Extension Activities

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

Swachh Bharat Abhiyan:- Under the campaign of Swachh Bharat Abhiyan NSS unit of the college organized swachhta pakhwada, cleanliness awareness campaign, message of cleanliness, world Toilet day with the collaboration of Govt. of India, drinking water and cleanliness ministry New Delhi.

Sveep: - Under the voter awareness campaign the campaign the campaign to get new eligible voters of the college enrolled in the voter list was conducted from july to December 2020. Voter awareness programme, Vishesh Sankshipt Punarikshan Programme, Matdata Jagrukta Rally etc. We are also conducted with collaboration of Election Commission of India & election commission of C.G.

NSS: - The campaign of tree plantation, Sadbhavna Diwas, NSS establishment day, Corona Awareness Programme, National Unity Day, National Youth Day Road Safety programme etc. Were conducted with collaboration of ministry of sports and youth affairs.

NCC: - The NCC Day, Road Safety week, CTAC camp, Fit India awareness etc. Were organised with collaboration with C.G. Battalion.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

31

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1530

File Description	Documents
Report of the event	**View File**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**View File**

3.5 - Collaboration

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

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

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**View File**

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is endowed with excellent physical infrastructural facilities to support the teaching-learning process.With the growth of the institution, it is imperative to develop the infrastructure for a healthy & efficient learning process in an institute an adequate infrastructure & learning resources are required. The infrastructure includes sufficient number of classroom, laboratories and library. Play ground with sports

facilities, computer room, hostel etc. more important is the optimum utilization of available infrastructure facilities. The college has green expensive campus of 27.70 acres.

This institution has 33 classrooms including two smart class rooms, for enhancement of teaching learning process. Central library is situated nearby the college main building. Central library has got sufficient number of books for undergraduate and post graduation students. A good number of journals and periodicals are also being subscribed by central library.

In addition to these there is an IT lab with 50 computers for computer science and mathematics students. College has 129 computers with internet facilities. Each department in this institution has its own computer & printer facility.

The college has a separate sports department headed by the sports officer. Regular sports activities are being organised throughout the year.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

Department of sports was established in the year 1972.Since then it is functioning very efficiently for the promotion of sports and games in the College. The College has a big playground covering about 11 acres of land. The playground is regularly used by the students for enhancing their performance in different sports & games.

On the occasion of International Yoga Day (21st June),every year our college organizes 10 days yoga training programme, in which yoga trainers from the college (those who participated in international/national yoga tournament) train the students and teaching & non-teaching staff.

One Cricket Stadium is available with sitting capacity of around 2000 spectators. Under agreement DDCA has developed 01 Turf cricket pitch, 02 cemented pitch and looks after maintenance of stadium.

For indoor sports one room is available for playing Table Tennis, Carrom,Chess. We have one Badminton court (semi indoor).

Every year Annual Sports Day is organized to promote sports among students and our motto is mass participation of students in sports.

In annual function players who represent state and university are facilitated with cash prize to motivate sports among students.

The college has been regularly participating in the zonal youth festivals. The students have been participating with full fervour & zeal in all activities i.e. theatrical,arts & music.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

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

2

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

30.55

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Library is the main teaching resource of the college.The library management system is partially automated with the Soul 2.0 software, and currently the Soul 2.0 library software performs book exchange with the help of a barcode reader by creating barcoded library cards. The software was developed in March 1991 as the Autonomous Inter-University Center of UGC at INFLIBNET Center (Information & Library Network) Gujarat University campus. In June 1996 the center became an independent inter-university center. There are many features of this software such as Book Suggestion, Accession, Classification, Book Access and Issue, OPAC and Web OPAC, Administration Module, No-dues Certificate, Library Verification facilities. Additional features such as any user can get the actual information of the books he has drawn and can also protect the desired books with his name. Backup, re-store book bank and E-Resources Audio Video (Headphone) facility is available only for the college library.

S. No.

Physical Description

Remark

1

Name of ILMS Software

Soul2.0

2

Nature of Automation

(Fully or Partially)

Partially Automated

3

Version

2.0

4

Year of Automation

2019-20

In the library 10 computers with 24 Mbps leased line, Wi-Fi and Power backup facilities are available. The details of computers are as follow:

S. No.

Particulars of work

Number of Computers

1

Library OPAC for Reader

01

2

Network Resource Centre for using Database

07

3

Library Administrative works

01

4

Circulation of Books

02

5

Data Entry

01

6

CCTV Camera

01

Total PC'S

13

College library is the source of knowledge & enough service is provided to the users. Currently 56087 books are available (General books-42174, ST book bank-4026, SC book bank-7888 & BPL book bank 1999). 10 Daily news papers & 02 Employment News paper are bought from last 5 years. Files have been kept safe for paper cutting related to information of the college events. In the central library of the college 10 Magazines (9 monthly, 1 weekly) are available for students, lecturers, scholars. Reference information service and occasional recognition services are catered to with the help of reprography service and available communicator from the library. Printout of online course material is provided to the students and faculty members.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above

File Description	Documents
Upload any additional information	**View File**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**View File**

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

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

6.04

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	**View File**

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

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

7

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	**View File**

4.3 - IT Infrastructure

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

With the increasing demand for internet access in educational campus due

to evolving standard of education & flexibility offered by Internet universities ,colleges,educational institutes etc. are keenly stepping forward to setup secured and statble wired or wifi network campus for their students. Currently we are using BSNL Broad Band line of 24 MBPS & provide wi-fi facility to students & teachers in the campus. The Connectivity through a fully networked campus with infrastructure computing & communication resources, offers students the facilities of e-mail, net surfing, up/down loading of web based application, besides helping them in preparing projects & seminars.Due ro covid-19 the use of smart phones has increased. Smart phone enhanced the knowledge of students through current affairs, information, e-notes, E-lecture etc. Teachers also enhanced the teaching. Sharing video lectures, notes, latest knowledge regarding the topic are shared in whatsapp group. There is 01 computer technician for the maintenance of the IT facilities. Continual upgrade of IT infrastructure to provide cutting edge technology/services to facilitate enhanced teaching/learning experience. There is also some facilities like computer , printer & scanner etc. available in some department for individual faculty usage.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

129

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**View File**

4.4 - Maintenance of Campus Infrastructure

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

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

27.81

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**View File**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical,

academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

1. **Physical Verification committee is constituted by the principal in the beginning of the session. At the end of the session physical verification committee members physically verify the equipments of laboratories and submit the report. Equipments which are unserviceable are listed and recommended for write off to the write off committee. Lab Technician and Lab Attendant maintain the lab efficiently.**
2. **One Lab Asst. is appointed in the IT lab and works under the supervision of IT professors and maintain the efficiency of the college computers and accessories.**

1. **Physical verification committee is constituted for sports and every year they physically verify the sports equipments and submit the reports. All sports equipments and play areas are well maintained. Ample first aid supply is always ready for meeting potential injuries.**
2. **For maintenance of books and cleanliness of library, Vacuum cleaner and naphthalene balls are used. Damaged Books are bound time to time and fully Damaged Books are recommended for write off to the write off committee.**
3. **In the college all the class rooms are cleaned and cleanliness of the classroom and labs are monitored by the prof. incharge to whom classrooms and labs are allotted.**
4. **In the college water purifier are regularly cleaned and one sweeper is appointed through JBS for the cleaning of washrooms in the college.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2661

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

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

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

0

File Description	Documents

Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	**View File**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**View File**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**View File**
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

245

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

10

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

5.3 - Student Participation and Activities

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

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

0

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various

bodies as per established processes and norms)

In 2020-21 the college was totally run in an online mode due to the pandemic with no presence of students on campus.

Students one involved in the following committees:-

1. **IQAC**
2. **Red-cross**
3. **Anti ragging committee**

The student representatives in the above committee play an important role by actively participating and providing suggestions for overall improvement of the academic atmosphere and to build the culture of excellence.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

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

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

0

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

5.4 - Alumni Engagement

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

In the session 2020-21 alumni association conducted 11 meetings in all. Decisions regarding opening bank account, income and expenditure account and audit of the account were taken in the meetings. Dr. Chandra Shekhar Choubey was given the life time membership. Due to pandemic-19 a very few activities could be conducted by the association. Association received Rs. 18,400 (Rupees Eighteen Thousand and Four Hundred Only) in all during the session.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**View File**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision- The vision of the college is to make the students ideal citizen in the global challenging situations through value added and quality education. Dhamtari District is the gateway to tribal dominated Bastar and mainly agricultural district. Among the students in the college number of students of S.T. and Other backward class happens to be the largest. Many of the students belong to labour class family and farmers family as well. That's why the motto of the college is to provide quality education mobilizing the available resources so that the students are able to get employment.

Mission – The mission of the college is to provide value based education.

- To ensure exposure to the latest developments in various disciplines.
- To enhance employability skills of the students of the region.
- To generate a culture of hands on learning and research.
- To facilitate research in traditional and emerging areas.
- To strive to cater to the tribal and less privileged sections of society.
- To develop healthy & intimate relationship between the students & teacher.
- To develop Gender Equality & sexual Harassment free Environment in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The college has a strong tradition of participative management. The Principal always involves faculties in decision making. The Principal constitutes different committees involving the staff members for the proper execution of plans. Responsibilities are defined and communicated to the staff by the principal. The Principal and the in-charge of the various committees actively take part in the working of the college. He along with the other members of the committee keenly observes the day to day working of the college administration & governance. The academic audit committee monitors the academic environment of the college.

College constitutes various committees in which some important committees are as follows.

1. Staff Council
2. Anti-Ragging Committee
3. Purchase
4. Right -Off Committee
5. IQAC Cell
6. Student Union
7. College Magazine Committee
8. Youth Festival Committee
9. Sports Committee
10. Research Promotion Cell

11. Grievance Redressal Cell
12. Scholarship Committee
13. Pollution Control Committee
14. Swachh Bharart Mission
15. Internal Examination Committee
16. Pay/Pension Fixation Committee
17. Student Up Gradation Committee

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Construction of two extra class rooms are being constructed in the second floor of the new building (RUSA) by utilizing the remaining amount of the RUSA grant of Rs. 1.4 Cr. for the construction of 08 class rooms. Along with this the repairing of the girls' hostel is also being undertaken from the above mentioned amount from RUSA.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

The College is permanently affiliated to Pt. Ravishankar Shukla University, Raipur. It is ranked Grade A by NIRF. At the college level, the Principal is the apex of the internal administration and is assisted by the registrar, HODs, staff and IQAC. The apex body of the college is 'College Development Committee (CDC).

ADMINISTRATIVE SETUP- The administrative setup consists of the Principal followed by the faculty in charges, registrar, head clerk, junior clerk, assistants, and attendants.

  • The organization of departments includes Head of Departments, Assistant Professors, Librarian, and Sports officers.

JBS-

Jan Bhagidari Samiti come into being in the year 1997 as per the local management committee No. 4059. The committee organizes meetings for the resource development of the college.

STAFF COUNCIL:

The council takes appropriate measures for the implementation of strategic plan. It also takes major decisions.

SERVICE RULES:

For the service conditions and rules, the college follows the rules and regulations laid down by the Pt RSU, UGC, and the government of Chhattisgarh.

Grievance Redressal Mechanism: The college has a Sexual harassment committee, anti ragging committee, internal complaint committee, and disciplinary committee for timely redressal of the student and the faculty grievances.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623d9f5e98e35.pdf**
Upload any additional information	**View File**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**View File**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	**View File**

6.3 - Faculty Empowerment Strategies

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

Provide the list of existing welfare measures for teaching and non teaching staff. Institute recognizes and endeavours to maintain the welfare of all the employees.

Service facilities provided to teaching and non teaching staff for Teaching staff:-

01- Medical leave, study leave, (for research work), earned leave, duty leave, leave for attending conference, maternity leave for female teacher and paternity leave for male teachers, child care leave for female teachers, abortion leave, medical reimbursement in hospital billing concession.

02- Loan facilities :- GPF, CPF, GIS loan facilities, GPF part final, medical reimbursement. Non teaching- medical leave, earned leave, maternity leave for female employee and paternity leave for male employee, loan facilities, medical reimbursement. Apron/dress for lab technician, uniform for fourth class employees, winter coat for fourth class employees, festival for allowance class-3 and class-4 employee.

03- Other Welfare Schemes:- The welfare club of the college helps the college employees with financial help whenever the same is needed.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

0

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

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

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

9

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

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

Institutions Performance Appraisal System for teaching and non-teaching staff

Performance Appraisal System for teaching staff:-

The College has a performance based appraisal system (PBAS) for teaching staff following UGC regulation 2010 and four amendments thereafter. Currently the college follows the guidelines of UGC regulation 2018. These regulations may be called the University Grants Commission (Minimum Qualification for appointment for teachers and other academic Staff in Universities & Colleges and other measures for maintenance of standards in Higher Education Regulation 2018.

Every Academic year the Principal on the basis of API and PBAS form and necessary action taken for the improvement.

The Teachers performance appraisal forms consist of:-

Category 01:- Teaching, Learning & Evaluation related Activates.

Category 02:- Professional Development, Co-curricular and Extension Activities.

Category 03:- Research and Academic Contributions.

Evaluation by the Students: - The College collects structural feedback from students on teacher's performance at the end of every academic year for further improvement and implementation.

Performance Appraisal System for Non-Teaching Staff:-

Confidential Reports:-The Overall performance of the non-teaching staff within the campus is evaluated by the office superintendent and Heads of the concerned department and the confidential report is submitted to the principal for the final evaluation.

File Description	Documents
Paste link for additional information	https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/6242bf5932d6b.pdf
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

The audit of the college was done by departmental audit committee from 08.02.2021 to 10.02.2021 for the period of 01.08.2012 to 31.07.2020. Mr. Reshamlal Navrang (Asst. Account Officer) and Mr. Pradeep Nishad (Asst. Grade 2) were the members of the committee.

The audit was done for cash transaction of the said period and verification of the cash book and receipt books and other financial records. Govt. Cash Book, PD Cash Books and AF Cash Books were examined. Cash available in the chest was also verified. Postage Ticket purchase and use was also verified by the committee.

Service books of the employees of the college were also minutely checked by the audit committee. Necessary correction and additions were made as per the instruction by the committee.

File Description	Documents
Paste link for additional information	Nil

Upload any additional information	**View File**

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

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

98.39

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

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

The college has a well-functioning mechanism for mobilization of funds and optimum utilization of resources. The college development committee and RUSA, constituted by the Principal have the responsibility for assessing, planning, implementing and supervising the fundraising activities of the college.

- **The funds under the RUSA scheme have been utilized for the development of good infrastructure in the College.**
- **Fees collected from students as the amalgamated fund is utilized for Sports activities, annual gathering, magazines and periodicals, in library, etc.**
- **College gives financial support to departments for organizing programs and students also contribute to some extent for the expenditure for various activities.**
- **Silver medals to students placed in the merit list of the university are given through JBS funds as an appreciation of their academic achievement.**
- **College spends part of student fees for providing good campus and basic amenities such as Drinking water, Garden, health check-up, etc.**
- **University gives a grant to two units of NSS of the college. The sum is utilized for various social activities especially in adopted villages during seven days camp. A certain amount is also spent for the regular activities in the campus such as cleanliness and plantation etc.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

6.5 - Internal Quality Assurance System

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

Best Practice 2020-21

1. **Title of Practice – Honouring Health Workers and Awareness programmes in community during Covid-19 pandemic.**

Public awareness is a powerful medium to stop the spread of corona. Hence the NSS units of our college conducted awareness programmes. College family started honoring the Health Workers for their sacrifice and dedication during pandemic along with the women they had been honouring in the previous years.

Objectives of the Practice

1. To motivate Health Workers by honoring them.
2. To apprise the frontline health worker about our concern for them.
3. To make people aware of the Pandemic.
4. Shows sensitivity of students regarding Covid-19.

2. Title of Practice – Financial Assistance by welfare club of the college.

Objectives of the Practice

1. Helping the needy students, staff members and others to fight against health crises.

File Description	Documents
Paste link for additional information	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623977ab34213.docx**
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college reviews its teaching, learning process, structures & methodology of operations and learning outcome at periodic intervals through IQAC.

1. IQAC collects individual and department time table from each department. Course completion report is collected three times during a session.

2. Teachers are also insisted to submit a teaching Plan for session or semester so as to evaluate the progress of the curriculum in tune with the academic calendar.

3. IQAC insists on the Mapping of PO, PSO and CO at beginning of a Programme / Course. This gives a positive direction towards the methodologies to be adopted in teaching and evaluation.

4. At the beginning of the academic year, IQAC collects department academic plans and monitors its effective implementation.

5. The college administration communicates its policies regarding Mentoring to all teaching departments at the beginning of the academic yearly the help of IQAC.

6. IQAC ensures proper conduct of internal examinations and instituted a mechanism for transparent mechanism for evaluation and uploading of marks in the university portal.

8. IQAC has a practice of comprehensive semester wise result analysis to pinpoint strengths and weaknesses of different departments.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**View File**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**View File**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our college has been continuously trying to establish gender equity among individuals. For prevention of Sexual harassment committee was organized. Name and mobile number of the committee members were displayed on the notice board.

For girls students common room, Sanitary napkin machine are available in college. For safety purpose CCTV camera, complain box and C.G. Police and SHAKTI (Women Special Team of Police) is always available in college campus.

- On 22.07.2020 an international webinar on 'The effect of pandemic Covid-19 on the political, social and psychological condition of women was organised for awareness of the people of the society.

In The Occasion of International Women's Day 2021:-

1. The women staff members of the college organised programme honoring health workers along with women to motivate them to serve the corona patient with enthusiasm.
2. A program was organized jointly by the women's wing of the college and the women's wing of the police department of Dhamtari city on 15.03.2021. The women officers of the police department gave information about various rules and regulations related to women and also discussed the problems related to it.

File Description	Documents
Annual gender sensitization action plan	https://s3.ap-south-1.amazonaws.com/mts-

	buckets/bcspgcdmt/623ad0d32c7d1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623ad0d2b44c1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	**View File**
Any other relevant information	No File Uploaded

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

(a) Solid Waste – Solid wastes from departments and campus are collected there are two types of waste, one for wet waste and another for dry waste. The waste bins are placed separately for dry and wet waste at every corner of the corridor, wash rooms and common room. The waste of plant and tree are being dumped in pit for making and utilizing composed for the college nursery.

(b) Liquid Waste- There is two types of liquid waste are released in our campus. One is from washroom and another from the departmental laboratories. These wastes are composed through drainage system. Kitchen and washbasin liquid waste drained to water harvesting system. The waste form laboratories were gets diluted and composed in the pit.

(c) E-Waste - E-waste is managed through auction in the college. Under e-waste 40 computers were auctioned in the year 2020-21 and the amount received is deposited in self-finance head.

(D) Carbon Neutrality- The carbon emission of college has been made to negligible by plantation in the campus. Most of the students use bicycles.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	**View File**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Any other relevant information	**View File**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Various policy documents / decisions circulated for implementation	**View File**
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**View File**
Certification by the auditing agency	**View File**
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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

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

On 22 july 2020 an international webinar on "The effect of pandemic covid-19 on the political, social and psychological condition of women" was organized on which emphasized on the necessity of making strict laws against atrocity in women during covid-19.

NSS units of the college conducted intensive societal survey campaign to stop the spread of corona infection through public awareness programmes by inspiring people to use masks, sanitizers and social distancing in the rural and urban areas as well.

19 November 2020 "World Toilet Day" the principal delivered the message to the staff and student of the college regarding the cleanliness of the environment On the occasion of World Environment Day NSS units of the college organized a plantation programme in the new garden of college campus.

To make the campus Tobacco Free the college organized "Yellow line Campaign" students and staff members took a pledge. Psychology department of the college conducted a lecture on "Social responsibility" Dr. Gautami Bhatpahri , Asst. Prof. , D.B Girls College, Raipur made a power point presentation on the topic urging the students to help each other and tag to have equal opportunity for all and not to tolerate injustice.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**View File**
Any other relevant information	**No File Uploaded**

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

The principal reads the preamble of the constitution and the staff and students have to reiterate the preamble of the constitution on this occasion. The principal reviewed the eleven basic duties given under the part IV-A of the constitution. Duties are discussed and all the students are told to respect the constitution, follow the honour of the national flag and national anthem, cherish the environment, safeguard the public property and stay against of violence along with this it is a moral duty of every parent or guardian to provide their children. The professors and students have their own views; the professors provide information about the basic right of the students. Along with this they are also made aware of the basic responsibilities towards nation. Apart from this political science department of the college too, takes part in the race towards rising awareness of Indian constitution. Every year our college conducts NCC/NSS Day in which NCC cadets give their performance in social activities march past / parade, mock drill etc. and in NSS Day the cadets conduct Rally, Pledges and other cultural activities in college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623afe2335360.pdf**
Any other relevant information	**Nil**

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

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

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**View File**

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

On 20th August 2020 the birth anniversary of late Shri Rajiv Gandhi Ex-Prime Minister, Sadbhavna Divas was celebrated with an objective of having national integration and sense of unity.

The principal exhorted all the staff members of the college to do their duty with sincerity and make others aware of the same on the occasion of "Satarkata Jagrukta Saptah" on 27 october 2020.

For the balance of environmental pollution "Vishwa Sauchalay Divas" was organised on 19 november 2020 and to motivate people for making their villages ODF. Prof. Pankaj Jain and Prof. Amit Sahu have made the staff and students aware of their contribution for cleanliness.

On the constitution Day on 26 November 2020 the political science department organised on online webinar on the impact of Covid-19 in which Dr. P. Verulkar and Prof. Pushpa Verghese reiterated the importance of Indian constitution for the betterment of society. The department of Law also conducted a webinar for the law students on the constitution day.

Awareness programme for how to control the pollution was organised on 2nd December 2020 for "National Pollution Control Day".

National Voter's Day was celebrated on 25 January 2021with awareness rally and campaign for motivating people for applying for EPIC registration.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**View File**
Geo tagged photographs of some of the events	**View File**
Any other relevant information	**View File**

7.2 - Best Practices

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

1. Title of Practice – Honouring Health Workers and Awareness programmes

in community during Covid-19 pandemic.

Public awareness is a powerful medium to stop the spread of corona. Hence the NSS units of our college conducted awareness programmes. College family started honoring the Health Workers for their sacrifice and dedication during pandemic along with the women they had been honouring in the previous years.

Objectives of the Practice

 1. To motivate Health Workers by honoring them.
 2. To apprise the frontline health worker about our concern for them.
 3. To make people aware of the Pandemic.
 4. Shows sensitivity of students regarding Covid-19.

Title of Practice – Financial Assistance by welfare club of the college.

Objectives of the Practice

Helping the needy students, staff members and others to fight against health crises.

The Practice

Each and every year if someone of our college family, students or any other faces medical hazard for some critical illness. Welfare committee of the college comes forward to extend financial help for ailing member of the family so that monetary stress does not hinder proper treatment of the disease.

File Description	Documents
Best practices in the Institutional website	**https://s3.ap-south-1.amazonaws.com/mts-buckets/bcspgcdmt/623977ab34213.docx**
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

B.C.S. Govt. P.G. College, Dhamtari is having collaboration with Antra Kala Parishad, Dhamtari, C.G. an N.G.U (Reg. No. 1414) which is helping Divyang persons with singing talent every year by providing them financial help through organizing a musical programme "Bhule Bisre Geet". College staff members contribute for this programme and help in other ways to make the programme successful.

This has been a regular practice by the college faculty members to grab the opportunity in extending a helping hand for the betterment of Divyang person as a token of noble gesture from the college through the programmes organized by Antra Kala Parishad Dhamtari.

Due to Covid-19 the programme of Antra Kala Parishad for this session could not be organised.

File Description	Documents
Appropriate web in the Institutional website	**View File**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **To make few more wheel chair avaliable for Divyang students.**
- **Divyang students with eye defects would be provided with walking sticks.**
- **Special display board for Divyang students for information regarding facilities available for them in campus.**
- **To place posters and Flex regarding tobacco free zone in the campus in important spots.**
- **Flex and posters for No-plastic area in the compound.**
- **Making effort to get DMF allotment for the construction of an extra class room in the second floor of the new building.**
- **To complete and submit SSR for NAAC evaluation.**
- **Construction of separate Law Department in the first floor of the library building.**
- **To start Girls Hostel we are to procure the necessary beds, utensils, cup boards etc for hostellers.**
- **Preparing banners for corona guide-lines for the campus.**
- **Necessary final preparations for NAAC evaluation for 3rd cycle evaluation and peer team visit.**