YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Kirodimal Govt. Arts & Science College Raigarh

- Name of the Head of the institution

  Dr. Pritibala Bais

- Designation

  Acting Principal

- Does the institution function from its own campus?

  Yes

- Phone no./Alternate phone no.

  07762222966

- Mobile no

  9981640647

- Registered e-mail

  kgcraigarh1958@gmail.com

- Alternate e-mail

  kgcraigarh.iqac@gmail.com

- Address

  Chakradhar Nagar

- City/Town

  Raigarh

- State/UT

  Chhattisgarh

- Pin Code

  496001

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

  Shaheed Nandkumar Patel University Raigarh

- Name of the IQAC Coordinator

  Mrs Ranjana Sahu

- Phone No.

  07762222966

- Alternate phone No.

  07762222967

- Mobile

  09752894675

- IQAC e-mail address

  kgcraigarh.iqac@gmail.com

- Alternate Email address

  kgciqac.2023@gmail.com

3.Website address (Web link of the AQAR (Previous Academic Year)

https://kgcollegeraigarh.ac.in/naac.aspx?page=AQAR%20Reports

4.Whether Academic Calendar prepared during the year?

No

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B**	**2.39**	**2022**	**23/08/2022**	**22/08/2027**

6.Date of Establishment of IQAC   **22/11/2012**

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
Dr. Pramod K. Gavel	**Conference Grant**	**SERB New Delhi**	**2022**	**100000.00**
Dr. Pramod K. Gavel	**Conference Grant**	**CCOST Raipur**	**2022**	**50000.00**

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   `06`

- 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 during the year?   `No`

- If yes, mention the amount

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

`1. One national conference on recent trends in material science has been organized with coordination with IQAC on 5th & 6th November 2022. 2. One international conference on 24th & 25th February 2023 has been organized by Department of Hindi coordination with IQAC. 3. IQAC has been prepared institution development programme (IDP) in 2022-23 4. IQAC has been organized campus placement in coordination with placement cell 2022-23. 5. N-List membership has been renewed for 2022-23.`

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
1. IQAC suggested to organize the national conference in physical mode.	1. Department of Chemistry, organize a national conference on recent trends in material science.
2. IQAC suggested to organize the international conference in physical mode.	2. Department of Hindi has been organized the international conference.
3. IQAC suggested to prepare institutional development programe (IDP) for academic year 2022-23.	3. IQAC team member prepared the institutional development programe (IDP) for academic year 2022-23.
4. IQAC recommended to renewed for N-List membership for academic year 2022-23.	4. N-List membership for academic year 2022-23 has been renewed by the library.
5. IQAC suggested for campus drive for science students.	5. Placement cell has been organized placement camp in the college premises.

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	30/11/2023

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	**Kirodimal Govt. Arts & Science College Raigarh**
• Name of the Head of the institution	**Dr. Pritibala Bais**
• Designation	**Acting Principal**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**07762222966**
• Mobile no	**9981640647**
• Registered e-mail	**kgcraigarh1958@gmail.com**
• Alternate e-mail	**kgcraigarh.iqac@gmail.com**
• Address	**Chakradhar Nagar**
• City/Town	**Raigarh**
• State/UT	**Chhattisgarh**
• Pin Code	**496001**
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	**Shaheed Nandkumar Patel University Raigarh**
• Name of the IQAC Coordinator	**Mrs Ranjana Sahu**

• Phone No.	**07762222966**
• Alternate phone No.	**07762222967**
• Mobile	**09752894675**
• IQAC e-mail address	**kgcraigarh.iqac@gmail.com**
• Alternate Email address	**kgciqac.2023@gmail.com**
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• if yes, whether it is uploaded in the Institutional website Web link:	

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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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• Upload latest notification of formation of IQAC	View File	
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• If yes, mention the amount		

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- Name of the statutory body

Name	Date of meeting(s)
IQAC	30/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	10/01/2023

15.Multidisciplinary / interdisciplinary

Multi disciiplinary courses in UG and PG implimented.
BSc:-English Language and Literature, Hindi Language and Literature, Environmental Studies, Chemistry, Physics, Mathematics, Zoology and Botany. BA - English Language and Literature, Hindi Language and Literature, Environmental Studies, Geography, Sociology, History, Political Science, Economics,

Sanskrit,Psychology. B.Com.- English Language and Literature, Hindi Language and Literature, Environmental Studies, Financial Accounting,Business, Communication,Business Mathematics, Business Reg., Framework, Business Environment, Business Economics,Corporate Accounting, Company Law, Cost Accounting, Principles of Bus. Management,Business Statistics, Fundamental of Entrepreneurship, Income Tax, Auditing, Indirect Taxes, Management Accounting,Principles of Marketing, International Marketing. MA- English, Hindi, Geography, Sociology, History, Political Science, Economics, Sanskrit,Psycology. MSc- Chemistry, Physics, Mathematics, Zoology and Botany. BCA- English Language and Literature, Hindi Language and Literature, Environmental Studies, Discrete Mathematics, Computer fundamental and concept of software Pc software package and programming in C, Data structure Operating system, Digital electronics and microprocessor, Computer network and cyber technology, Object oriented programming using C++, Computer graphics and multimedia, Computer orgnization and architecture, Software engineering Database design and Relational database

16.Academic bank of credits (ABC):

The institute do not have academic bank of credits for the students.

17.Skill development:

The institute has been organized variuos programme in skill development including one day workshop to secure Job in Private Company and Industry with coordination with Livelihood College raigarh and training of Basics of Computer for students and employees.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institute is running in Hindi and English language for academic teaching and learning. In addition to this cultural knowledge is being imparted through various literature especially Sanskrit. In annual cultural program folk dances, classical dances, rangoli, alpana and paintings of different states is performed by the students.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The placement cell of institute is organizing campus drive where science students have been recruited by power plant and public sector industry. Some of NCC students joined Agniveer training programme of Indian Army. NSS students are playing major role in

social work and improving quality of life of peoples residing in rural areas. NSS students are contributing to aware people and maintaining social harmony by organizing various camps, rally and slogan competition. Red cross students are working to improve the individual health in remote areas by organizing blood donation camp, routine health checkup, health awareness programme.

20.Distance education/online education:

The institute do not have own distance and online education programme. However, the institute is registered study centre for IGNOU New Delhi and Pt Sundarlal Sharma Open University Bilaspur (C. G.) which is playing significant role for providing distance education in nearby areas.

Extended Profile

1.Programme

1.1	**440**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**4379**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2	**3885**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**1431**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**50**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2	**101**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1	**38**
Total number of Classrooms and Seminar halls	
4.2	**6.18**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**33**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- **The college prepares academic calendar for each session as per the guidelines of the affiliating Saheed Nandkumar Patel Vishwavidyalaya Raigarh incorporating the vacation and holidays in terms of course completion, internal assessment and practical examinations.**

- Each faculty member prepares Teaching plan semester/month wise for each course- dividing the curriculum into classroom sessions and practical hours.
- Project works, assignments, seminars and field study trips are also planed keeping in view the requisites of the program.
- The schedule of internal test/seminar for PG class is planned by the respective departments and topics for seminar/assignments are also allotted to students well in advance.
- Primarily the teachers follow trusted chalk and talk- lecture method. However, some of the teaching faculties teach through latest technology like OHP and LCD projectors to supplement classroom lectures.
- The students are taken for educational tours to industrial/trade fairs, exhibitions and on excursion to places of historical importance to provide them first-hand knowledge of various aspects.
- Each faculty member maintains a teaching diary mentioning teaching plan and date wise lessons completed which is verified by HOD of each department at the end of every month.
- Principal reviews the completion of the syllabus in periodic meetings.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

- The college adheres to the academic calendar of affiliating SNP Vishwavidyalaya Raigarh for implementation of continuous internal evaluation system.
- Accordingly, the academic calendar includes information regarding commencement of examination and College Examination Cell notifies schedule for UG internal examination for different programs.
- UG Internal examinations are conducted in December/January for 1st, 2nd, 3rd year students. For PG programs the internal examination is conducted by the respective faculty members with prior information to students about the

schedule.

- **Practical examination for Science stream and Arts (Geography, Psychology) is conducted before Term end examination.**
- **Apart from these PG students have to submit one assignment and one seminar presentation in each paper before semester Term end examination. The student collects material from library and internet in consultation with the class teacher.**
- **After the examination is over each faculty member of the respective department evaluates the answer scripts and shows the evaluated scripts to students for verification and transparency.**
- **The objective of the assignment/project work in PG course is to augment their knack for research through material collection, critical thinking, analytical skills, and collaborative learning skills.**
- **Along with the continuous internal evaluation, some departments organize educational tours to give students first hand/ practical knowledge.**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
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   **A. All 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	**No File Uploaded**

1.2 - Academic Flexibility

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

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

0

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

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)	No File Uploaded

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	No File Uploaded

1.3 - Curriculum Enrichment

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

- **Issues related to Professional Ethics, Gender, Human Values, Environment and sustainability have been incorporated in the syllabus of various courses under SNPV Raigarh.**
- **Environment Study is prescribed as a compulsory paper for Semester I of all UG programs in which students learn about natural resources, pollution and remedial measures, conservation of nature, biodiversity and sustainability of environment.**
- **Environmental biology is studied in B.Sc. part III & M.Sc. semester I as a compulsor paper.**
- **Gender related study is part of English Literature course. In Women Studies students read theory of Feminism along with writings of male and female authors comparing presentation and interpretation of various social and psychological issues of women down centuries.**
- **In Political science and Sociology students learn about gender rights, legal rights of women, gender and society and women's representation in the decision making process.**
- **In psychology, students learn gender behavior in domestic, work place, economic and social activities along with issues like dowry problem, female feticide, domestic violence and remedial measures for gender parity. Also gender sensitization programs are conducted by the college.**
- **The students learn about professional ethics through practical conducts and behavior in class rooms, NCC and NSS training camps and extra-curricular activities. Through value education like Yoga and meditation students deepen their awareness of moral human values and discipline in society.**

File Description	Documents
Any additional information	**No File Uploaded**
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

0

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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://www.kgcollegeraigarh.ac.in/Check_Feedback_About_Teacher.aspx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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://www.kgcollegeraigarh.ac.in/Aboutdocuments/282.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

4749

File Description	Documents
Any additional information	**No File Uploaded**
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

3399

File Description	Documents
Any additional information	**No File Uploaded**
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

Most of the students are from vernacular medium, so they hesitate to interact with the teachers. So each teacher identifies the slow learners according to their response toquestionduring lectures in the classroom. Students who score sixtypercent and above marks are put in fast learner category. Students who score below sixtypercentmarks are put in slowlearner category.Those identified as slow learners and advanced learners arebased on their performance in class tests and term end examination. Studentscreative abilities are developed through writing in wall and college magazine. A friendly environment is created to improve communication skills of advanced learners as anchors in conducting various departmental and college programs. Those students in ATKT category are considered as slow learners and groomed separately by the concerned teacher to clarify doubts in extra class and by providing books and solved question papers. The slow learners also take part in group discussions on assigned topics with advanced learners so that they are participate in these and learn to shed off their inhibitions. To motivate new students every year during Induction program the meritorious students in various academic, co-curricular and extra-curricular activities are specially feted.

File Description	Documents
Paste link for additional information	[Nil](#)
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
4749	**50**

File Description	Documents
Any additional information	**No File Uploaded**

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

For students of Science, Computer Application and Arts (Geography and Psychology) which requires practical learning through experiment either in laboratory or in the field the teachers adopt group-based experiments for better understanding. Besides lecture-based teaching through PPT, some departments use aids of data charts on relevant topics. Online teaching platforms like Teachmint, Google Meet and Microsoft Team have been used by teachers. They are provided study materials and links of on net E-resources i.e. PDF, YouTube Videos etc. For reference materials and websites on their WhatsApp groups. Participative learning is encouraged through group discussions and PPT presentations of seminars and projects by students. In view of the unusual student-teacher ratio in class rooms, the college has mentoring practice in place through which each regular teacher is assigned some students. They meet periodically to discuss the student's problems of academic, personal or psychological nature to counsel them. It is seen that some rural students attend classes after long interval. Once identified, they are advised to meet the subject teachers or their mentors to share their problems and update their course. The respective teacher/mentor create group network through Whatsapp to connect to students. It ensures more regular attendance better results, a better ambiance on campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[Nil](Nil)

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

IQAC cell has taken pro-active steps to motivate all faculty members for integration of ICT in developing quality education and personality of students. In the current session many online teaching platforms like Google Meet, Microsoft Team, Teachmint etc. are beingused by teachers for teaching learning process.Most

of the teachers use PPT and innovative ways forboth the slow and fast learners to optimize their abilities in the class tests conducted online from time to time. Use of ICT helps in providing flexible education, learner motivation and autonomy, access to teachers and E-resources for all students. It is a more planned and organized systemfor more practicable teaching- learning activity. Our faculty members are accessible to sincerely guide the students on how to access online course materials on internet web portals and make proper use for understanding the topic in their own way.

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

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

2.3.3.1 - Number of mentors

50

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

2.4 - Teacher Profile and Quality

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

50

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	**No File Uploaded**

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

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

24

File Description	Documents
Any additional information	**No File Uploaded**
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

485

File Description	Documents
Any additional information	**No File Uploaded**
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.

The academic performance of the students is evaluated through Continuous Internal Evaluation (CIE) mechanism devised by College Examination Cell as per university guidelines. Two internal Tests (20 Marks of best of 02 Tests)total 20 marks in each paper are conducted by the college prior to the Term end Examinations atPG level. However, in the UG level 10% marks in respect to maximum marks are used to conduct the internal exam.Prior to schedule for internal test (UG) is announced in each semester and the question paper is set by each class teacher as per units completed. Each teacher provides the evaluated answer scripts to the students and questions are discussed. If there is any error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student. Assignments for seminars are given to each student by respective faculty member one month in advance.In PG classes seminars are conducted and each student presents paper followed by interactive discussion. Internal marks of the students are submitted by college on online university portal for final semester result.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The CIE is organized as per the university schedule and marks are digitally entered in the portal in time bound manner. The answersheet of CIE is evaluated by the concerned subject teacher which is thoroughly monitered by the Head of The Department. After evaluation, the answer sheet is shown to the student and the mistakes are also described to them. If the student is unsatisfied with the marks alloted then the remedy regarding the total add of marks or any other unagreeness is rectified then and there only. After their satisfactionthe answer sheet is duly signed by the teacher and by the student .

File Description	Documents
Any additional information	No File Uploaded
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.

Geography - study of physical, economic and other climatic conditions of India and the world.

Economics- study the asects of Indian and World economy.

English - It increases self-confidence with speaking skills for jobs in the public and private sector, communication media.

Hindi- Students gain extensive knowledge of both Hindi language and literature.

History- to create a sense of awareness to reconstruct a proper perspective of past history.

Political Science- Study Indian Constitution, Government and Politics, International relations.

Psychology - study and application of Psychology as counselor and psychiatrist.

Sanskrit- knowledge of Indian history through study of Vedas, Upanishads and ancient texts by our sages.

Sociology – knowledge of society and how to handle social problems for harmony.

Commerce- The courses help to understand Accountancy, Auditing and develops entrepreneurship skill.

Computer Application – knowledge of computer and how to handle it with soft ware and hardware.

Chemistry - The students learn about fundamental and applied Chemistry.

Physics- To gain knowledge of the experimental aspects of modern Physics, electrical, classical mechanics, and optics.

Mathematics - The course provides advanced studies related to Applied, pure mathematics, Computer applications.

Botany- The course gives knowledge about microbiology, biotechnology, plant taxonomy, plant biochemistry, ecology.

Zoology - The course helps students to understand invertebrates, chordates, economic Zoology, genetics, etc. Students are taught and evaluated through internal tests and external examinations.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[Nil](#)
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.

Attainment of program outcomes and course outcomes are duly evaluated by the institution through the following parameters:- For program outcome, on successful completion of the final year examination in UG and PG the average percentage of students passed as against their total enrollment and appearance in the examination is calculated. To encourage the students each year top scorers of all programs are awarded gold medals during Annual Cultural Meet. Analysis of each semester result helps in tracing the Course outcome of the UG class through the average success rate of students passing out in different division. Another method is based on feedback forms filled by the students to provide inputs on teaching-learning drawbacks, and merits of the departments and its faculty members. Course Outcomes are also measured on the basis of performances of the students both in curricular and cocurricular activities along with class activities, laboratory work and their role in departmental activities. Students' performance is observed continuously on their regularity, receptiveness, and participation in class discussions to assess their overall behavior and personality. Their performance in the internal examinations provides the initial clue of their learning outcome.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[Nil](#)

2.6.3 - Pass percentage of Students during the year

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

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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)

Nil

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)	**No File Uploaded**

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

7

File Description	Documents
Any additional information	**No File Uploaded**
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

1

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	https://serb.gov.in/

3.2 - Innovation Ecosystem

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

1. The college has produced an environment for innovation and other initiatives for creation and transfer of knowledge. i.e. Google Meet, Microsoft Teams, Teachmint and Zoom etc. for regular teaching.

2. Video Lectures have been prepared on different topics by our faculty members and uploaded on their own websitefor easy access of students.

3. The college has a Research and Development Committee to monitor and address the issues of research by faculty members.

4. The faculty members are motivated to enroll in PhD program and pursue research activities and organize webinars and FDPs utilizing the existing department facilities.

5. Provided guidance for publication of papers/articles in reputed journals. There is marked increase in the publication rate by thefaculty members. In last year 11 research papers have been published in national and international journals and books.

6. NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.

7. Our Red Cross society members took initiatives during post COVID 19 infections awareness.

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

1

File Description	Documents
Report of the event	View File
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	<u>Nil</u>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
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

17

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

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

7

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

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

1.The college imparts value educationand awareness of social responsibility through various extension activities like NCC, NSS, Red Cross, and other governmental programs i.e.SVEEP, Health Care,

Girl Child education, etc. to inculcate in the students the best way of being a responsible citizen.

2. Following extension activities are conducted by the institution to educate students about social responsibility and involve them with the neighbourhood community: NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.

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

2

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

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

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

74

File Description	Documents
Reports of the event organized	**No File Uploaded**
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

11273

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

2

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

3

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	<u>View File</u>

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 has adequate infrastructure and physical facilities such as class rooms, laboratories, computer lab, central library, departmental libraries, canteenand seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. Adequate drinking water is supplied through tube-well which is further purified and chilled by reverse osmosisbased water cooler. For any small wear & tear first aid facility is being provided by the red ribbon & red cross department. The institute has girls common room facility where automated sanitary vending machineis installed for the distribution of pads. A botanical garden is being maintained with the contribution of alumni.· The college has one computer lab with LAN connection which is maintained by college development fund.· The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students to practice and compete in various state and national level sports.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>Nil</u>

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

The college has a big seminar hall which is also used for all cultural and co-curricular activities such as folk dance, classical dance, drama, debate, essay writing, speech and many other activities. All these activities help the students to develop their personality.The college has a permanent concrete outdoor stage which is used during annual day ceremony. The college has a play ground, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.The college has a cricket turf which is the only cricket turf in a government college of Chhattisgarh state. It has definitely played a great role in polishing the players for state level tournaments.The multipurpose seminar hall of the college easily accommodates 80 participants while practicing yoga. Prior to the International Yoga Day on 21 June of every year, the teaching and clerical staff and students practice yoga in the hall. Thus participation of students in various sports, games and cultural activities help students in developing interpersonal interaction, team spirit and leadership.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>Nil</u>

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

11

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)

6.9

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)

The istitute has one central library for the students and staffs which is managed manually by the incharge staff.

File Description	Documents
Upload any additional information	**No File Uploaded**
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 **B. Any 3 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)

0.059

File Description	Documents
Any additional information	No File Uploaded
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

52

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

Yes, the institute updates its information technology as per the requirement of the students, staffs and faculties on prioprity basis. Institute is providing free internet service forstudents, staffs and faculties through wifi and LAN service. The campus is fully covered with 10 MBPS internet via wifi facility.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[Nil](#)

4.3.2 - Number of Computers

42

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)

Nil

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)	**No File Uploaded**

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.

The college has adequate infrastructure and physical facilities such as class rooms, Laboratories, computer lab and seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. In case of any repair this is done from college contingency fund. The cleaning of class rooms, laboratories and furniture is done by the class IV staff assigned for this purpose. Adequate drinking water is supplied through tube-well. Electrical and plumbing maintenance service done by the office as and when a letter is forwarded by the concerned HOD to the principal. A botanical garden is being developed with the contribution of alumni association. The college has one computer lab with LAN connection which is maintained by college development fund. The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports. The regular maintenance of the building and other physical facilities are done by PWD as it is a government institution. For maintenance of physical, academic and support facilities the college uses Amalgamated (AF) / Janbhagidari Samiti fund from time to time with approval from principal and respective committees.

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

570

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
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)	**No File Uploaded**

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

D. 1 of the above

File Description	Documents
Link to Institutional website	[Nil](#)
Any additional information	**No File Uploaded**
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

118

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

118

File Description	Documents
Any additional information	View File
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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
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

28

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)	<u>View File</u>

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

663

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

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

8

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

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.

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/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)

The IQAC committe is framed with threestudents as an active committe member to provide student centric policyand governance in the institute. Their comments and suggestions are utilized to build the effective policies.

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
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

Although college had formed Alumni Association during the first cycle NAAC assessment (Feb 2010) and Alumni members had contributed Rs 325000/- it could not be formally registered. In 2018-19 Alumni Fund received Rs.2 Lakh for garden development. Since then from time to time the alumni members have been invited by different departments. At the Department level most of the departments conduct annual alumni meet and the senior alumni members are felicitated. The old and retired alumni explain their experiences and also share their vision for the development of the institution. Actually these meets inspire students for higher achievements. Many alumni in active service advise the students how to get different jobs by preparation in a focused manner. Our College Alumni Association has been formally registered as per Chhattisgarh Government Society Registration Act on 18August 2021. Alumni Association has actively contributed in developing the college Botanical Garden. The digitization of the college library is under process for benefit of the students. The college has Rs 625000/- in Alumni account for timely upgrading of different needs of the college as and when approved by Alumni body.

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

5.4.2 - Alumni contribution during the year   **E. <1Lakhs**

(INR in Lakhs)

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

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 enshrined in the Logo itself which proclaims "Vinayat Shobhate Vidya" which means "Humbleness graces knowledge". To fulfill the vision, the College follows a path of continuous work along with its monitoring and requisite modification in the following manner:

Faculty members, under the guidance of the affiliating university continuously engage themselves in framing the syllabi in such a way that a liberal view about theory and its practice can be presented before the students.

Encouragement is provided to build up true leadership quality among the students in a just and equitable way by engaging them in activities like Students' Union, NCC and NSS etc.

Mission Statement: Formation of different committees comprising all stakeholders of the college under guidance of IQAC for coordinating important administrative, academic and extracurricular activities of the college:

Institute has a mechanism for delegating authority and providing operational autonomy to the various functionaries to work towards decentralized governance system.

Principal level: All the administrative, academic and operational decisions are taken by Principal based on government policy. Faculty level: Faculty members are given representation in various committees/cells and functional autonomy as leaders in conducting various academic, examinations, co-curricular and extracurricular activities. Student level: Students are given active role of responsible leadership through Students Union to perform as individual/group coordinator of cultural, sports, cocurricular and extracurricular activities in campus and outside social service.

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

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

1. In the hierarchy of Higher Education, first comes the Principal Secretary, subsequently the Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the institution. 2. Since Kirodimal college is a Government institution, all the major decisions are taken by the Directorate of Higher Education. 3. The financial matter of the college is looked after by the Principal as Drawing and Disbursing Officer, who is appointed or authorized from among the senior teachers. 4. To assist the Principal and for smooth functioning of the college, there is a Staff Council constituting all teaching faculties where the Principal functions as the President and a senior Professor as Secretary. 5. There are various committees like Examination Committee, Academic Committee, Disciplinary Committee, Finance and Purchase Committee etc. whose conveners and members are selected from the Teachers' Council. 6. The work of the college administration is decentralized and various committees are formed at the beginning of the academic year as follows. 7. The examination committee 8. The admission committees 9. Time Table committee prepares the combined routine of the individual departments.

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

1. In the hierarchy of Higher Education, first comes the Principal Secretary, subsequently the Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the institution. 2. Since Kirodimal college is a

Government institution, all the major decisions are taken by the Directorate of Higher Education. 3. The financial matter of the college is looked after by the Principal as Drawing and Disbursing Officer, who is appointed or authorized from among the senior teachers. 4. To assist the Principal and for smooth functioning of the college, there is a Staff Council constituting all teaching faculties where the Principal functions as the President and a senior Professor as Secretary. 5. There are various committees like Examination Committee, Academic Committee, Disciplinary Committee, Finance and Purchase Committee etc. whose conveners and members are selected from the Teachers' Council. 6. The work of the college administration is decentralized and various committees are formed at the beginning of the academic year as follows. 7. The examination committee 8. The admission committees 9. Time Table committee prepares the combined routine of the individual departments.

10. Cultural committee arranges the entire cultural program including annual cultural festival. 11. The disciplinary committee. 12. The academic committee for teaching and learning activities of the college. 13. The finance and purchase committee approves purchase of various equipments,chemicals, furniture, etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Principal as the head of the institution along with the members of the Teachers' Council maintains a congenial and academic environment of the college. Major policy decisions are communicated to the college through the Commissioner, Higher Education. In the college, the Principal is the apex authority and he is assisted by the Secretary, Staff Council and various committees. The Principal executes academic and administrative plans and policies with the help of various Committees and Cells. For management of the college activities the college also has NCC and NSS wings, IQAC Cell, NAAC Cell, and RUSA Cell. There are 42 committees and cells for smooth running of all administrative,

academic and curricular activities. 1. Appointment- Appointment of Assistant Professors is done through CGPSC of candidates having NET/SET/PhD. Non-teaching staff (Grade III & IV) i.e. Lab Technician, Lab Attendants, Peons and gardeners is made through tests and on compassionate ground as per government policy. Recruitment of Guest Lecturers is done by the college as per DHE guidelines. Supporting staffs for Day and Night Watchman is maintained in the college through outsourcing from local Security Service organizations.

Promotion Policy –Career Advancement Scheme (CAS) of the regular Faculty members is done by DHE as per UGC norms. Promotion of nonteaching employees is done as CG Govt. policy. Service Rules- All the employees of the college follow Chhattisgarh/MP Civil Service (conduct) Rules 1965.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
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

Being a Government institution it has to follow welfare measures as per the guidelines of the government of Chhattisgarh. 1. The salary component and other monetary benefits are given as per the recommendation of the UGC for Assistant Professors and Associate Professors and state pay commission for non-teaching staffs respectively. 2. Annual Increment @ 3% is given every year in July for every teaching and non-teaching staff of the college. 3. Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government. 4. Faculty members are encouraged to participate in the Orientation Program/ Refresher Course/ Seminars/ Workshop. 5. GPF, CPF, Gratuity, Pension, GIS facilities are provided to both the teaching and non-teaching staff long with DA & HRA. 6. Festival advance is provided for teaching and non-teaching staff. 7. Loan without interest from the General provident fund is there for teaching and non-teaching staff. 8. Medical reimbursement is provided to all employees as per provision of CG Govt. 9. Both teaching and non-teaching staff can avail of Casual Leave, Earned Leave, and Medical Leave. 10. Benefits of availing Child Care Leave, Maternity Leave, Paternity Leave as per state rules are also provided to the staff.

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

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)	No File Uploaded

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

1

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)	No File Uploaded

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

The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. For this purpose, all regular Gazetted officers (Teaching Faculty) are given Performance Based Appraisal System (PBAS) format for their self-appraisal annuallyalong with ACR (Annual Confidential Report) forms to be filled individually. Each (PBAS) form is verified in consultation with the IQAC members and each ACR form is assessed confidentially by the Principal and then sent to Additional Director Bilaspur Zone for further assessment. These PBAS and ACR forms are further sent to Directorate of Higher Education, CG Govt. for further action. In case of promotion these PBAS and ACR are the basis for Career Advancement. Non-teaching employees are also given Annual Confidential Report format and these are assessed by the Principal and sent through the Additional Director, Bilaspur Zone to DHE CG Govt. Their promotion is based on these ACRs along with their seniority which is conducted by the Department of Higher Education from time to time.

File Description	Documents
Paste link for additional information	[Nil](Nil)
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 college maintains its cash books and stock registers as per the guide lines followed in the government offices. Accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly. As our College is a Government Institution the college can only conduct internal audit (verification of the Cash Book/Account register) from time to time by faculty members of Economics, Commerce and Mathematics departments. However, departmental stock of books and other equipments is done annually after March through College audit committee which includes faculty members. Normally the DHE initiates audit in colleges where the Principal/DDO retires from government service. The spectrum of the audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government. In our institution last government audit by DHE was conducted

recently (20-22 Sept 2021) of Dr A K Shrivastav, Principal In-charge for his period of service (April 2012 -April 2016). External audit from Chartered Accountants for the procurement made from UGC/Autonomous/ Janbhagidari/ Alumni Fund have been completed from upto March 2022. There also is a provision of a special audit in case of any complaint regarding financial misappropriation. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of Chhattisgarh.

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

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)

0

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)	No File Uploaded

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

The availability of resources is essential for management of any institution, so our college receives grant from State and national funding agencies. The Principal as the Drawing and Disbursing Officer (DDO) of the college monitors the use of the resources received from the government through discussion with the Planning and Purchase committee. The Government fund, RUSA fund, and UGC fund are utilized by the Drawing and Disbursing Officer in collaboration with Planning and Purchase committee and coordinators of RUSA, UGC and IQAC. The allocated funds are utilized to purchase equipment, chemicals, organize seminars,

workshops and conferences, etc. The Principal makes recommendations for better handling of resources and effective mobilization of available funds for the betterment of the students, teaching and non-teaching staffs. For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. For maintenance and upgrading of the existing facilities the college has a separate fund for payment of recurrent bills for electricity, water, internet and telephone. All miscellaneous expenses are met with Amalgamated funds.

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

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

Post accreditation Internal Quality Assurance Cell (IQAC) has been formed by the college on 26 November 2012 which initiates all efforts of the college towards achievement of excellence in different areas. Our institute has various committees and cells constituting of a coordinator and a few members who work for the quantitative and qualitative changes in the area specified by the College and IQAC cell reviews the proceedings of each committee. IQAC also conducts academic audit (internal) of the college to review the academic achievements of faculty members, documentation of the various programs/activities across different units and departments of the college. It also collects and analyses feedback from the students, parents and updates on the institutional website. Measures and strategies to be implemented for quality assurance are regularly discussed in the IQAC meetings.Quality Enhancement Initiatives: Advance Action Planning: In chalking out the annual action plan for conducting various activities in coordination with Academic calendar, all HODs, program coordinators of NCC and NSS units are invited to the meeting of IQAC. Students' Feedback: IQAC Cell of the College collected online feedback from UG and PG students in the academic session. The feedback received is discussed by IQAC members with Head of the Departments for taking initiatives in quality sustenance.

File Description	Documents
Paste link for additional information	Nil
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

Our faculty members are encouraged to participate in the university committees to frame quality syllabus. Examination Reform: For UG & PG programs the college continues examination reform as per affiliating university. Use of ICT & Online Teaching- Another reform facilitated by IQAC is enhanced use of ICT and online in teaching and learning processes. The departments were asked during COVID pandemic to take class on online teaching platforms like Google Meet, Webex, Teachmint, Microsoft Team and use of PPT. Implementation of Feedback System - The College reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. HODs are conveyed through meeting to monitor formal classroom feedback apart from the student satisfaction survey (SSS) to review the teaching process and take required steps for further improvement.Activation of Placement & Guidance Cell.

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

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)	No File Uploaded

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

Being a co-education institution Kirodimal College is always sensitive towards problems pertaining to the girls students for their physical and mental wellbeing by providing them education for social, political and economic betterment. a) Safety and security - To ensure a safe campus and a secured environment the college has embarked upon the followinginitiatives:

1.The regular presence of a gatekeeper.

2. A Complaint Box is there for the students in the office. 3. There is an Anti-ragging and sexual harassment cell in the college to deal with the problem. 4. Maintenance of First-Aid Box by the NSS and NCC units and in the main office. 5. Separate toilets for the male and female teaching and non-teaching staff. 6. Separate toilets for boys and girls. 7. Identity witCards are issued to all students.

b) Counseling - The College is continuously working to nurture a healthy environment, for which Counseling cell is set up for the benefits of students. Time to time counseling is provided to both boys and girls if they face any problem regarding their studies or any other personal problem by faculty members especially Psychology Department.

c) Common Rooms - The College has separate Common room for Girls and toilet facility for boys.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

Solid Waste Management- To keep the campus neat and clean, the college has placed solid waste disposal boxes in different corners of the college campus to dispose trash. For the solid waste generated in laboratories of different science departments such as broken glass, packing, paper, samples etc. especially the chemistry these are disposed off in separate boxes kept for this purpose only. The solid waste like broken furniture of wooden and iron material is brought to re-use after assembling the useable parts otherwise disposed through auction as per government rule.

Liquid Waste Management- The liquid waste management is well maintained by the college. The chemicals discharged from the chemistry laboratory during experiment are disposed off outside the lab through a separate drainage pipe in a soak pit, so that the waste does not affect the nearby soil where there is vegetation.

E-waste management- Being a government institution E-waste cannot

be disposed of without the permission of DHE. However, the college maintains disposal of damaged e-waste like dysfunctional computers, digital apparatus like Mother Board, Hard Drive, Key board etc. are stored in a separate room for record and timely disposal after due permission.

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

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	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

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

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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).

India is a country of diversity where people belonging to different religious, racial, cultural and linguistic identities live together harmoniously. Keeping this in view, Kirodimal College strives to maintain harmony and goodwill among the students.In extension activities participation of faculties, students and non-teaching staff is commendable. All students are fully involved in the various activities like national festivals, awareness rallies, government programs and campaigns. Environmental awareness, social harmony, unity, and moral values are displayed through flex boards in the college campus. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. The college celebrates Republic Day, Independence Day, Rastra Bhasha Divash, Gandhi Jayanti and Rashtriya Ekta Divas every year with great honor and respect. These programs organized by the college promote greater values of life, love, integrity, fraternity and patriotism in the minds of the students. The NCC cadets and NSS volunteers collect money from students, teachers and office staff of the college for contribution to the Armed Forces Flag Day to show regards to the armed forces for their services to the nation. Thus the institute plays a positive role as a catalyst for national integration in inducing a sense of commitment and responsibility towards nation, society and humanity at large among the students.

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

Every year 26th November is celebrated as 'Constitution Day'. Various types of activities are arranged by Department of Political Science through Lectures of eminent speakers to encourage students to take part in the political process. The college SVEEP team has taken initiative to organize debates and competitions in which successful students are awarded on 25th January (National Voters Day). On 26th January 'Republic Day' is celebrated every year when national flag is hoisted to commemorate the adoption of the constitution. On this day speeches on constitution formation and its importance are delivered by faculty members and Principal of the college. The students get to know their duties towards their motherland and also the rights provided to each individual by our constitution. ''Independence Day' is celebrated annually on August 15 by hoisting the national pride tri-colour flag at our college premises by the Principal. Observance of this day makes us aware of our duties towards our nation and helps to promote patriotism and national unity. National Unity Day is observed on 31st October by the institute to commemorate the birth anniversary of freedom fighter Sardar Vallabhbhai Patel who had united all the kingdoms after independence. Students are made aware of the importance of uniting the nation and the contribution of Sardar Patel in this great national effort.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[Nil](#)
Any other relevant information	[Nil](#)

7.1.10 - The Institution has a prescribed code **D. Any 1 of the above**

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

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

Our Institution organizes following important national and international events each year: 26th January Republic Day is celebrated every year to commemorate the adoption of the Constitution. 28th February National Science Day is celebrated to commemorate the birth day of Indian scientist C. V. Raman. 8th March International Women's Day is observed in the college every year to help students eliminate discrimination against women. 21st June International Yoga Day is observed early in the morning by practicing Yoga, Pranayam, Meditation by students, teaching and non-teaching staff of the college. 15th August Independence Day a grand event is celebrated very year by the college with the unfurling of the flag by the Principal of the college. 5th September is celebrated as Teachers' Day by students to show their regards to the teachers. 2nd October Mahatma Gandhi Birth Anniversary is celebrated in a befitting way through cleanliness and plantation activity. 31st October Birth Anniversary of Sardar Ballabh Bhai Patel is celebrated as National Unity Day (Rastriya Ekta Divas). 26th November Constitution Day is celebrated to commemorate the adoption of the constitution by constituent

assembly. 1st December World Aids Day is observed to raise awareness of HIV infection. 7th December Indian Armed Flag Day is commemorated by NCC and NSS students of College with teaching and non-teaching staff.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

BEST PRACTICE 1

Title- Health Awareness & Preventive Medicare for Students: 1. Objective - The main objective of this best practice is to create health awareness among the students and ensure their fitness through extensive activity by Red Cross society. 2. The Context- For enrollment in different extension activities like NSS, NCC and sports blood group test is essential. During extension activities by cadets it is observed that knowledge of most health care related govt. schemes can be spread through help of students. 3. The Practice - Our Red Cross society has in last session included National De-worming scheme and National Filaria Control Program (APELF) through which students are provided medicines for self medication as well as for their family members. Most of these tests are conducted by medical officers and technicians of District Hospital. 4. Evidence of Success- The college has spread awareness about the different government sponsored health scheme among students families and neighbours in the distant villages who live in below poverty lines. 5. Problems Encountered & Resources Required – During planning it is observed that for testing of large number of students the assistance of trained health official with requisite machinery is needed. 6. Notes: This practice can be implemented in other educational institutions as effective medium for campaign of Govt. Health schemes.

File Description	Documents
Best practices in the Institutional website	Nil
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

Popularizing Yoga Culture & Holistic Development of Students: Objective- The main objective of this best practice is to create awareness among all students regarding benefit of Yoga practice in coordinating body and mind for overall fitness. The Context- Practice of yoga is generally limited to some specific religious practitioners or organizations. Being a government college it is observed that staff and students require certain training to face the stiff competition and de-stress themselves during examination. The Practice - With the advent of International Yoga Day we perceived an opportunity to implement this effectively. This year on 21st June it was held to teach the students skills and providing support to students individually and in small groups to monitor their physical and mental health and progress in their studies. Evidence of Success- This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus. Initially our staff members conducted this program with students. But there was requirement to arrange for more motivation and some training by professional teachers and society. Popularizing Yoga culture has inspired other institutes to implement this practice and help students for physical and mental fitness and holistic development.

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

- **The college prepares academic calendar for each session as per the guidelines of the affiliating Saheed Nandkumar Patel Vishwavidyalaya Raigarh incorporating the vacation and holidays in terms of course completion, internal assessment and practical examinations.**
- **Each faculty member prepares Teaching plan semester/month wise for each course- dividing the curriculum into classroom sessions and practical hours.**
- **Project works, assignments, seminars and field study trips are also planed keeping in view the requisites of the program.**
- **The schedule of internal test/seminar for PG class is planned by the respective departments and topics for seminar/assignments are also allotted to students well in advance.**
- **Primarily the teachers follow trusted chalk and talk-lecture method. However, some of the teaching faculties teach through latest technology like OHP and LCD projectors to supplement classroom lectures.**
- **The students are taken for educational tours to industrial/trade fairs, exhibitions and on excursion to places of historical importance to provide them first-hand knowledge of various aspects.**
- **Each faculty member maintains a teaching diary mentioning teaching plan and date wise lessons completed which is verified by HOD of each department at the end of every month.**
- **Principal reviews the completion of the syllabus in periodic meetings.**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

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

Continuous Internal Evaluation (CIE)

- **The college adheres to the academic calendar of affiliating SNP Vishwavidyalaya Raigarh for implementation of continuous internal evaluation system.**
- **Accordingly, the academic calendar includes information regarding commencement of examination and College Examination Cell notifies schedule for UG internal examination for different programs.**
- **UG Internal examinations are conducted in December/January for 1st, 2nd, 3rd year students. For PG programs the internal examination is conducted by the respective faculty members with prior information to students about the schedule.**
- **Practical examination for Science stream and Arts (Geography, Psychology) is conducted before Term end examination.**
- **Apart from these PG students have to submit one assignment and one seminar presentation in each paper before semester Term end examination. The student collects material from library and internet in consultation with the class teacher.**
- **After the examination is over each faculty member of the respective department evaluates the answer scripts and shows the evaluated scripts to students for verification and transparency.**
- **The objective of the assignment/project work in PG course is to augment their knack for research through material collection, critical thinking, analytical skills, and collaborative learning skills.**
- **Along with the continuous internal evaluation, some departments organize educational tours to give students first hand/ practical knowledge.**

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
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	**A. All of the above**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

0

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

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)	No File Uploaded

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	No File Uploaded

1.3 - Curriculum Enrichment

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

- Issues related to Professional Ethics, Gender, Human Values, Environment and sustainability have been incorporated in the syllabus of various courses under SNPV Raigarh.
- Environment Study is prescribed as a compulsory paper for Semester I of all UG programs in which students learn about natural resources, pollution and remedial measures, conservation of nature, biodiversity and sustainability of environment.
- Environmental biology is studied in B.Sc. part III & M.Sc. semester I as a compulsor paper.
- Gender related study is part of English Literature course. In Women Studies students read theory of Feminism along with writings of male and female authors comparing presentation and interpretation of various social and psychological issues of women down centuries.
- In Political science and Sociology students learn about gender rights, legal rights of women, gender and society and women's representation in the decision making process.
- In psychology, students learn gender behavior in

- domestic, work place, economic and social activities along with issues like dowry problem, female feticide, domestic violence and remedial measures for gender parity. Also gender sensitization programs are conducted by the college.
- The students learn about professional ethics through practical conducts and behavior in class rooms, NCC and NSS training camps and extra-curricular activities. Through value education like Yoga and meditation students deepen their awareness of moral human values and discipline in society.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<u>View File</u>

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

0

File Description	Documents
Any additional information	**No File Uploaded**
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	**No File Uploaded**

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

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://www.kgcollegeraigarh.ac.in/Check_Feedback_About_Teacher.aspx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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://www.kgcollegeraigarh.ac.in/Aboutdocuments/282.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

4749	

File Description	Documents
Any additional information	**No File Uploaded**
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

3399

File Description	Documents
Any additional information	**No File Uploaded**
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

Most of the students are from vernacular medium, so they hesitate to interact with the teachers. So each teacher identifies the slow learners according to their response toquestionduring lectures in the classroom. Students who score sixtypercent and above marks are put in fast learner category. Students who score below sixtypercentmarks are put in slowlearner category.Those identified as slow learners and advanced learners arebased on their performance in class tests and term end examination. Studentscreative abilities are developed through writing in wall and college magazine. A friendly environment is created to improve communication skills of advanced learners as anchors in conducting various departmental and college programs. Those students in ATKT category are considered as slow learners and groomed separately by the concerned teacher to clarify doubts in extra class and by providing books and solved question papers. The slow learners also take part in group discussions on assigned topics with advanced learners so that they are participate in these and learn to shed off their inhibitions. To motivate new students every year during Induction program the meritorious

students in various academic, co-curricular and extra-curricular activities are specially feted.

File Description	Documents
Paste link for additional information	<u>Nil</u>
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
4749	**50**

File Description	Documents
Any additional information	**No File Uploaded**

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

For students of Science, Computer Application and Arts (Geography and Psychology) which requires practical learning through experiment either in laboratory or in the field the teachers adopt group-based experiments for better understanding. Besides lecture-based teaching through PPT, some departments use aids of data charts on relevant topics. Online teaching platforms like Teachmint, Google Meet and Microsoft Team have been used by teachers. They are provided study materials and links of on net E-resources i.e. PDF, YouTube Videos etc. For reference materials and websites on their WhatsApp groups. Participative learning is encouraged through group discussions and PPT presentations of seminars and projects by students. In view of the unusual student-teacher ratio in class rooms, the college has mentoring practice in place through which each regular teacher is assigned some students. They meet periodically to discuss the student's problems of academic, personal or psychological nature to counsel them. It is seen that some rural students attend classes after long interval. Once identified, they are advised to meet the subject teachers or their mentors to share their problems and update their course. The respective teacher/mentor create group network through Whatsapp to connect to students.

It ensures more regular attendance better results, a better ambiance on campus.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	[Nil](Nil)

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

IQAC cell has taken pro-active steps to motivate all faculty members for integration of ICT in developing quality education and personality of students. In the current session many online teaching platforms like Google Meet, Microsoft Team, Teachmint etc. are beingused by teachers for teaching learning process.Most of the teachers use PPT and innovative ways forboth the slow and fast learners to optimize their abilities in the class tests conducted online from time to time. Use of ICT helps in providing flexible education, learner motivation and autonomy, access to teachers and E-resources for all students. It is a more planned and organized systemfor more practicable teaching- learning activity. Our faculty members are accessible to sincerely guide the students on how to access online course materials on internet web portals and make proper use for understanding the topic in their own way.

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

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

2.3.3.1 - Number of mentors

50

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

2.4 - Teacher Profile and Quality

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

50

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	**No File Uploaded**

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

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

24

File Description	Documents
Any additional information	**No File Uploaded**
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

485

File Description	Documents
Any additional information	**No File Uploaded**
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.

The academic performance of the students is evaluated through Continuous Internal Evaluation (CIE) mechanism devised by College Examination Cell as per university guidelines. Two internal Tests (20 Marks of best of 02 Tests)total 20 marks in each paper are conducted by the college prior to the Term end Examinations atPG level. However, in the UG level 10% marks in respect to maximum marks are used to conduct the internal exam.Prior to schedule for internal test (UG) is announced in each semester and the question paper is set by each class teacher as per units completed. Each teacher provides the evaluated answer scripts to the students and questions are discussed. If there is any error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student. Assignments for seminars are given to each student by respective faculty member one month in advance.In PG classes seminars are conducted and each student presents paper followed by interactive discussion. Internal marks of the students are submitted by college on online university portal for final semester result.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[Nil](#)

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

The CIE is organized as per the university schedule and marks are digitally entered in the portal in time bound manner. The answersheet of CIE is evaluated by the concerned subject

teacher which is thoroughly monitered by the Head of The Department. After evaluation, the answer sheet is shown to the student and the mistakes are also described to them. If the student is unsatisfied with the marks alloted then the remedy regarding the total add of marks or any other unagreeness is rectified then and there only. After their satisfactionthe answer sheet is duly signed by the teacher and by the student .

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[Nil](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.

Geography - study of physical, economic and other climatic conditions of India and the world.

Economics- study the asects of Indian and World economy.

English - It increases self-confidence with speaking skills for jobs in the public and private sector, communication media.

Hindi- Students gain extensive knowledge of both Hindi language and literature.

History- to create a sense of awareness to reconstruct a proper perspective of past history.

Political Science- Study Indian Constitution, Government and Politics, International relations.

Psychology - study and application of Psychology as counselor and psychiatrist.

Sanskrit- knowledge of Indian history through study of Vedas, Upanishads and ancient texts by our sages.

Sociology - knowledge of society and how to handle social problems for harmony.

Commerce- The courses help to understand Accountancy, Auditing

and develops entrepreneurship skill.

Computer Application – knowledge of computer and how to handle it with soft ware and hardware.

Chemistry - The students learn about fundamental and applied Chemistry.

Physics- To gain knowledge of the experimental aspects of modern Physics, electrical, classical mechanics, and optics.

Mathematics - The course provides advanced studies related to Applied, pure mathematics, Computer applications.

Botany- The course gives knowledge about microbiology, biotechnology, plant taxonomy, plant biochemistry, ecology.

Zoology - The course helps students to understand invertebrates, chordates, economic Zoology, genetics, etc. Students are taught and evaluated through internal tests and external examinations.

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

Attainment of program outcomes and course outcomes are duly evaluated by the institution through the following parameters:- For program outcome, on successful completion of the final year examination in UG and PG the average percentage of students passed as against their total enrollment and appearance in the examination is calculated. To encourage the students each year top scorers of all programs are awarded gold medals during Annual Cultural Meet. Analysis of each semester result helps in tracing the Course outcome of the UG class through the average success rate of students passing out in different division. Another method is based on feedback forms filled by the

students to provide inputs on teaching-learning drawbacks, and merits of the departments and its faculty members. Course Outcomes are also measured on the basis of performances of the students both in curricular and cocurricular activities along with class activities, laboratory work and their role in departmental activities. Students' performance is observed continuously on their regularity, receptiveness, and participation in class discussions to assess their overall behavior and personality. Their performance in the internal examinations provides the initial clue of their learning outcome.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[Nil](#)

2.6.3 - Pass percentage of Students during the year

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

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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)

[Nil](#)

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)	**No File Uploaded**

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

7

File Description	Documents
Any additional information	**No File Uploaded**
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

1

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	https://serb.gov.in/

3.2 - Innovation Ecosystem

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

1. The college has produced an environment for innovation and other initiatives for creation and transfer of knowledge. i.e. Google Meet, Microsoft Teams, Teachmint and Zoom etc. for regular teaching.

2. Video Lectures have been prepared on different topics by our faculty members and uploaded on their own websitefor easy access of students.

3. The college has a Research and Development Committee to monitor and address the issues of research by faculty members.

4. The faculty members are motivated to enroll in PhD program and pursue research activities and organize webinars and FDPs utilizing the existing department facilities.

5. Provided guidance for publication of papers/articles in reputed journals. There is marked increase in the publication rate by thefaculty members. In last year 11 research papers have been published in national and international journals and books.

6. NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.

7. Our Red Cross society members took initiatives during post COVID 19 infections awareness.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>Nil</u>

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

1

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

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	<u>Nil</u>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
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

17

File Description	Documents
Any additional information	**No File Uploaded**
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

7

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

1.The college imparts value educationand awareness of social responsibility through various extension activities like NCC, NSS, Red Cross, and other governmental programs i.e.SVEEP, Health Care, Girl Child education, etc. to inculcate in the students the best way of being a responsible citizen.

2. Following extension activities are conducted by the institution to educate students about social responsibility and involve them with the neighbourhood community: NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.

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

2

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

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

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

74

File Description	Documents
Reports of the event organized	No File Uploaded
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

11273

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

2

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

3

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 has adequate infrastructure and physical facilities such as class rooms, laboratories, computer lab, central library, departmental libraries, canteenand seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. Adequate drinking water is supplied through tube-well which is further purified and chilled by reverse osmosisbased water cooler. For any small wear & tear first aid facility is being provided by the red ribbon & red cross department. The institute has girls common room facility where automated sanitary vending machineis installed for the distribution of pads. A botanical garden is being maintained with the contribution of alumni.· The college has one computer lab with LAN connection which is maintained by college development fund.· The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students to practice and compete in various state and national level sports.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[Nil](#)

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

The college has a big seminar hall which is also used for all

cultural and co-curricular activities such as folk dance, classical dance, drama, debate, essay writing, speech and many other activities. All these activities help the students to develop their personality.The college has a permanent concrete outdoor stage which is used during annual day ceremony. The college has a play ground, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.The college has a cricket turf which is the only cricket turf in a government college of Chhattisgarh state. It has definitely played a great role in polishing the players for state level tournaments.The multipurpose seminar hall of the college easily accommodates 80 participants while practicing yoga. Prior to the International Yoga Day on 21 June of every year, the teaching and clerical staff and students practice yoga in the hall. Thus participation of students in various sports, games and cultural activities help students in developing interpersonal interaction, team spirit and leadership.

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

11

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)

6.9

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)

The istitute has one central library for the students and staffs which is managed manually by the incharge staff.

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**B. Any 3 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)

```
0.059
```

File Description	Documents
Any additional information	**No File Uploaded**
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

```
52
```

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

Yes, the institute updates its information technology as per the requirement of the students, staffs and faculties on prioprity basis. Institute is providing free internet service forstudents, staffs and faculties through wifi and LAN service. The campus is fully covered with 10 MBPS internet via wifi facility.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[Nil](#)

4.3.2 - Number of Computers

```
42
```

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)

Nil

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)	**No File Uploaded**

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.

The college has adequate infrastructure and physical facilities such as class rooms, Laboratories, computer lab and seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. In case of any repair this is done from college contingency fund. The cleaning of class rooms, laboratories and furniture is done by the class IV

staff assigned for this purpose. Adequate drinking water is supplied through tube-well. Electrical and plumbing maintenance service done by the office as and when a letter is forwarded by the concerned HOD to the principal. A botanical garden is being developed with the contribution of alumni association. The college has one computer lab with LAN connection which is maintained by college development fund. The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports. The regular maintenance of the building and other physical facilities are done by PWD as it is a government institution. For maintenance of physical, academic and support facilities the college uses Amalgamated (AF) / Janbhagidari Samiti fund from time to time with approval from principal and respective committees.

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

570

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	View File
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)	**No File Uploaded**

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	**D. 1 of the above**

File Description	Documents
Link to Institutional website	[Nil](Nil)
Any additional information	**No File Uploaded**
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

118

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

118

File Description	Documents
Any additional information	[View File]()
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	C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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

28

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

663

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

8

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

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal 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)

The IQAC committe is framed with threestudents as an active committe member to provide student centric policyand governance in the institute. Their comments and suggestions are utilized to build the effective policies.

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	[View File](#)
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

Although college had formed Alumni Association during the first cycle NAAC assessment (Feb 2010) and Alumni members had contributed Rs 325000/- it could not be formally registered. In 2018-19 Alumni Fund received Rs.2 Lakh for garden development. Since then from time to time the alumni members have been invited by different departments. At the Department level most of the departments conduct annual alumni meet and the senior alumni members are felicitated. The old and retired alumni explain their experiences and also share their vision for the development of the institution. Actually these meets inspire students for higher achievements. Many alumni in active service advise the students how to get different jobs by preparation in a focused manner. Our College Alumni Association has been formally registered as per Chhattisgarh Government Society Registration Act on 18August 2021. Alumni Association has actively contributed in developing the college Botanical Garden. The digitization of the college library is under process for benefit of the students. The college has Rs 625000/- in Alumni account for timely upgrading of different needs of the college as and when approved by Alumni body.

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	No File Uploaded

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 enshrined in the Logo itself which proclaims "Vinayat Shobhate Vidya" which means "Humbleness graces knowledge". To fulfill the vision, the College follows a path of continuous work along with its monitoring and requisite modification in the following manner:

Faculty members, under the guidance of the affiliating university continuously engage themselves in framing the syllabi in such a way that a liberal view about theory and its practice can be presented before the students.

Encouragement is provided to build up true leadership quality among the students in a just and equitable way by engaging them in activities like Students' Union, NCC and NSS etc.

Mission Statement: Formation of different committees comprising all stakeholders of the college under guidance of IQAC for coordinating important administrative, academic and extracurricular activities of the college:

Institute has a mechanism for delegating authority and providing operational autonomy to the various functionaries to work towards decentralized governance system.

Principal level: All the administrative, academic and operational decisions are taken by Principal based on government policy. Faculty level: Faculty members are given representation in various committees/cells and functional autonomy as leaders in conducting various academic, examinations, co-curricular and extracurricular activities. Student level: Students are given active role of responsible leadership through Students Union to perform as

individual/group coordinator of cultural, sports, cocurricular and extracurricular activities in campus and outside social service.

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

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

1. In the hierarchy of Higher Education, first comes the Principal Secretary, subsequently the Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the institution. 2. Since Kirodimal college is a Government institution, all the major decisions are taken by the Directorate of Higher Education. 3. The financial matter of the college is looked after by the Principal as Drawing and Disbursing Officer, who is appointed or authorized from among the senior teachers. 4. To assist the Principal and for smooth functioning of the college, there is a Staff Council constituting all teaching faculties where the Principal functions as the President and a senior Professor as Secretary. 5. There are various committees like Examination Committee, Academic Committee, Disciplinary Committee, Finance and Purchase Committee etc. whose conveners and members are selected from the Teachers' Council. 6. The work of the college administration is decentralized and various committees are formed at the beginning of the academic year as follows. 7. The examination committee 8. The admission committees 9. Time Table committee prepares the combined routine of the individual departments.

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

1. In the hierarchy of Higher Education, first comes the Principal Secretary, subsequently the Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the institution. 2. Since Kirodimal college is a Government institution, all the major decisions are taken by the Directorate of Higher Education. 3. The financial matter of the college is looked after by the Principal as Drawing and Disbursing Officer, who is appointed or authorized from among the senior teachers. 4. To assist the Principal and for smooth functioning of the college, there is a Staff Council constituting all teaching faculties where the Principal functions as the President and a senior Professor as Secretary. 5. There are various committees like Examination Committee, Academic Committee, Disciplinary Committee, Finance and Purchase Committee etc. whose conveners and members are selected from the Teachers' Council. 6. The work of the college administration is decentralized and various committees are formed at the beginning of the academic year as follows. 7. The examination committee 8. The admission committees 9. Time Table committee prepares the combined routine of the individual departments.

10. Cultural committee arranges the entire cultural program including annual cultural festival. 11. The disciplinary committee. 12. The academic committee for teaching and learning activities of the college. 13. The finance and purchase committee approves purchase of various equipments,chemicals, furniture, etc.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	[Nil](#)
Upload any additional information	No File Uploaded

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

The Principal as the head of the institution along with the members of the Teachers' Council maintains a congenial and academic environment of the college. Major policy decisions are communicated to the college through the Commissioner, Higher Education. In the college, the Principal is the apex authority

and he is assisted by the Secretary, Staff Council and various committees. The Principal executes academic and administrative plans and policies with the help of various Committees and Cells. For management of the college activities the college also has NCC and NSS wings, IQAC Cell, NAAC Cell, and RUSA Cell. There are 42 committees and cells for smooth running of all administrative, academic and curricular activities. 1. Appointment- Appointment of Assistant Professors is done through CGPSC of candidates having NET/SET/PhD. Non-teaching staff (Grade III & IV) i.e. Lab Technician, Lab Attendants, Peons and gardeners is made through tests and on compassionate ground as per government policy. Recruitment of Guest Lecturers is done by the college as per DHE guidelines. Supporting staffs for Day and Night Watchman is maintained in the college through outsourcing from local Security Service organizations.

Promotion Policy –Career Advancement Scheme (CAS) of the regular Faculty members is done by DHE as per UGC norms. Promotion of nonteaching employees is done as CG Govt. policy. Service Rules- All the employees of the college follow Chhattisgarh/MP Civil Service (conduct) Rules 1965.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Being a Government institution it has to follow welfare measures as per the guidelines of the government of Chhattisgarh. 1. The salary component and other monetary benefits are given as per the recommendation of the UGC for Assistant Professors and Associate Professors and state pay commission for non-teaching staffs respectively. 2. Annual Increment @ 3% is given every year in July for every teaching and non-teaching staff of the college. 3. Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government. 4. Faculty members are encouraged to participate in the Orientation Program/ Refresher Course/ Seminars/ Workshop. 5. GPF, CPF, Gratuity, Pension, GIS facilities are provided to both the teaching and non-teaching staff long with DA & HRA. 6. Festival advance is provided for teaching and non-teaching staff. 7. Loan without interest from the General provident fund is there for teaching and non-teaching staff. 8. Medical reimbursement is provided to all employees as per provision of CG Govt. 9. Both teaching and non-teaching staff can avail of Casual Leave, Earned Leave, and Medical Leave. 10. Benefits of availing Child Care Leave, Maternity Leave, Paternity Leave as per state rules are also provided to the staff.

File Description	Documents
Paste link for additional information	<u>Nil</u>
Upload any additional information	**No File Uploaded**

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)	No File Uploaded

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

1

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	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

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

The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. For this purpose, all regular Gazetted officers (Teaching Faculty) are given Performance Based Appraisal System (PBAS) format for their self-appraisal annuallyalong with ACR (Annual Confidential Report) forms to be filled individually. Each (PBAS) form is verified in consultation with the IQAC members and each ACR form is assessed confidentially by the Principal and then sent to Additional Director Bilaspur Zone for further assessment. These PBAS and ACR forms are further sent to Directorate of Higher Education, CG Govt. for further action. In case of promotion these PBAS and ACR are the basis for Career Advancement. Non-teaching employees are also given Annual Confidential Report format and these are assessed by the Principal and sent through the Additional Director, Bilaspur Zone to DHE CG Govt. Their promotion is based on these ACRs along with their seniority which is conducted by the Department of Higher Education from time to time.

File Description	Documents
Paste link for additional information	<u>Nil</u>
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 college maintains its cash books and stock registers as per the guide lines followed in the government offices. Accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly. As our College is a Government Institution the college can only conduct internal audit (verification of the Cash Book/Account register) from time to time by faculty members of Economics, Commerce and Mathematics departments. However, departmental stock of books and other equipments is done annually after March through College audit committee which includes faculty members. Normally the DHE initiates audit in colleges where the Principal/DDO retires from government service. The spectrum of the audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government. In our institution last government audit by DHE was conducted recently (20-22 Sept 2021) of Dr A K Shrivastav, Principal In-charge for his period of service (April 2012 –April 2016). External audit from Chartered Accountants for the procurement made from UGC/Autonomous/ Janbhagidari/ Alumni Fund have been completed from upto March 2022. There also is a provision of a special audit in case of any complaint regarding financial misappropriation. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of Chhattisgarh.

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

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)

0

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)	**No File Uploaded**

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

The availability of resources is essential for management of any institution, so our college receives grant from State and national funding agencies. The Principal as the Drawing and Disbursing Officer (DDO) of the college monitors the use of the resources received from the government through discussion with the Planning and Purchase committee. The Government fund, RUSA fund, and UGC fund are utilized by the Drawing and Disbursing Officer in collaboration with Planning and Purchase committee and coordinators of RUSA, UGC and IQAC. The allocated funds are utilized to purchase equipment, chemicals, organize seminars, workshops and conferences, etc. The Principal makes recommendations for better handling of resources and effective mobilization of available funds for the betterment of the students, teaching and non-teaching staffs. For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. For maintenance and upgrading of the existing facilities the college has a separate fund for payment of recurrent bills for electricity, water, internet and telephone. All miscellaneous expenses are met with Amalgamated funds.

File Description	Documents
Paste link for additional information	[Nil](#)
Upload any additional information	**No File Uploaded**

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

Post accreditation Internal Quality Assurance Cell (IQAC) has been formed by the college on 26 November 2012 which initiates all efforts of the college towards achievement of excellence in different areas. Our institute has various committees and cells constituting of a coordinator and a few members who work for the quantitative and qualitative changes in the area specified by the College and IQAC cell reviews the proceedings of each committee. IQAC also conducts academic audit (internal) of the college to review the academic achievements of faculty members, documentation of the various programs/activities across different units and departments of the college. It also collects and analyses feedback from the students, parents and updates on the institutional website. Measures and strategies to be implemented for quality assurance are regularly discussed in the IQAC meetings.Quality Enhancement Initiatives: Advance Action Planning: In chalking out the annual action plan for conducting various activities in coordination with Academic calendar, all HODs, program coordinators of NCC and NSS units are invited to the meeting of IQAC. Students' Feedback: IQAC Cell of the College collected online feedback from UG and PG students in the academic session. The feedback received is discussed by IQAC members with Head of the Departments for taking initiatives in quality sustenance.

File Description	Documents
Paste link for additional information	Nil
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

Our faculty members are encouraged to participate in the university committees to frame quality syllabus. Examination Reform: For UG & PG programs the college continues examination reform as per affiliating university. Use of ICT & Online Teaching- Another reform facilitated by IQAC is enhanced use of ICT and online in teaching and learning processes. The departments were asked during COVID pandemic to take class on online teaching platforms like Google Meet, Webex, Teachmint, Microsoft Team and use of PPT. Implementation of Feedback System - The College reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. HODs are

conveyed through meeting to monitor formal classroom feedback apart from the student satisfaction survey (SSS) to review the teaching process and take required steps for further improvement.Activation of Placement & Guidance Cell.

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

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)	No File Uploaded

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

Being a co-education institution Kirodimal College is always sensitive towards problems pertaining to the girls students for their physical and mental wellbeing by providing them education for social, political and economic betterment. a) Safety and

security - To ensure a safe campus and a secured environment the college has embarked upon the followinginitiatives:

1.The regular presence of a gatekeeper.

2. A Complaint Box is there for the students in the office. 3. There is an Anti-ragging and sexual harassment cell in the college to deal with the problem. 4. Maintenance of First-Aid Box by the NSS and NCC units and in the main office. 5. Separate toilets for the male and female teaching and non-teaching staff. 6. Separate toilets for boys and girls. 7. Identity witCards are issued to all students.

b) Counseling - The College is continuously working to nurture a healthy environment, for which Counseling cell is set up for the benefits of students. Time to time counseling is provided to both boys and girls if they face any problem regarding their studies or any other personal problem by faculty members especially Psychology Department.

c) Common Rooms - The College has separate Common room for Girls and toilet facility for boys.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

Solid Waste Management- To keep the campus neat and clean, the college has placed solid waste disposal boxes in different corners of the college campus to dispose trash. For the solid waste generated in laboratories of different science departments such as broken glass, packing, paper, samples etc. especially the chemistry these are disposed off in separate boxes kept for this purpose only. The solid waste like broken furniture of wooden and iron material is brought to re-use after assembling the useable parts otherwise disposed through auction as per government rule.

Liquid Waste Management- The liquid waste management is well maintained by the college. The chemicals discharged from the chemistry laboratory during experiment are disposed off outside the lab through a separate drainage pipe in a soak pit, so that the waste does not affect the nearby soil where there is vegetation.

E-waste management- Being a government institution E-waste cannot be disposed of without the permission of DHE. However, the college maintains disposal of damaged e-waste like dysfunctional computers, digital apparatus like Mother Board, Hard Drive, Key board etc. are stored in a separate room for record and timely disposal after due permission.

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

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	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
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	**E. None of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
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	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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).

India is a country of diversity where people belonging to different religious, racial, cultural and linguistic identities live together harmoniously. Keeping this in view, Kirodimal College strives to maintain harmony and goodwill among the

students. In extension activities participation of faculties, students and non-teaching staff is commendable. All students are fully involved in the various activities like national festivals, awareness rallies, government programs and campaigns. Environmental awareness, social harmony, unity, and moral values are displayed through flex boards in the college campus. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. The college celebrates Republic Day, Independence Day, Rastra Bhasha Divash, Gandhi Jayanti and Rashtriya Ekta Divas every year with great honor and respect. These programs organized by the college promote greater values of life, love, integrity, fraternity and patriotism in the minds of the students. The NCC cadets and NSS volunteers collect money from students, teachers and office staff of the college for contribution to the Armed Forces Flag Day to show regards to the armed forces for their services to the nation. Thus the institute plays a positive role as a catalyst for national integration in inducing a sense of commitment and responsibility towards nation, society and humanity at large among the students.

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

Every year 26th November is celebrated as 'Constitution Day'. Various types of activities are arranged by Department of Political Science through Lectures of eminent speakers to encourage students to take part in the political process. The college SVEEP team has taken initiative to organize debates and competitions in which successful students are awarded on 25th January (National Voters Day). On 26th January 'Republic Day' is celebrated every year when national flag is hoisted to commemorate the adoption of the constitution. On this day speeches on constitution formation and its importance are delivered by faculty members and Principal of the college. The students get to know their duties towards their motherland and also the rights provided to each individual by our

constitution. ''Independence Day' is celebrated annually on August 15 by hoisting the national pride tri-colour flag at our college premises by the Principal. Observance of this day makes us aware of our duties towards our nation and helps to promote patriotism and national unity. National Unity Day is observed on 31st October by the institute to commemorate the birth anniversary of freedom fighter Sardar Vallabhbhai Patel who had united all the kingdoms after independence. Students are made aware of the importance of uniting the nation and the contribution of Sardar Patel in this great national effort.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
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 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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

Our Institution organizes following important national and international events each year: 26th January Republic Day is celebrated every year to commemorate the adoption of the Constitution. 28th February National Science Day is celebrated to commemorate the birth day of Indian scientist C. V. Raman. 8th March International Women's Day is observed in the college every year to help students eliminate discrimination against women. 21st June International Yoga Day is observed early in the morning by practicing Yoga, Pranayam, Meditation by students, teaching and non-teaching staff of the college. 15th August Independence Day a grand event is celebrated very year by the college with the unfurling of the flag by the Principal of the college. 5th September is celebrated as Teachers' Day by students to show their regards to the teachers. 2nd October Mahatma Gandhi Birth Anniversary is celebrated in a befitting way through cleanliness and plantation activity. 31st October Birth Anniversary of Sardar Ballabh Bhai Patel is celebrated as National Unity Day (Rastriya Ekta Divas). 26th November Constitution Day is celebrated to commemorate the adoption of the constitution by constituent assembly. 1st December World Aids Day is observed to raise awareness of HIV infection. 7th December Indian Armed Flag Day is commemorated by NCC and NSS students of College with teaching and non-teaching staff.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

BEST PRACTICE 1

Title- Health Awareness & Preventive Medicare for Students: 1. Objective - The main objective of this best practice is to

create health awareness among the students and ensure their fitness through extensive activity by Red Cross society. 2. The Context- For enrollment in different extension activities like NSS, NCC and sports blood group test is essential. During extension activities by cadets it is observed that knowledge of most health care related govt. schemes can be spread through help of students. 3. The Practice - Our Red Cross society has in last session included National De-worming scheme and National Filaria Control Program (APELF) through which students are provided medicines for self medication as well as for their family members. Most of these tests are conducted by medical officers and technicians of District Hospital. 4. Evidence of Success- The college has spread awareness about the different government sponsored health scheme among students families and neighbours in the distant villages who live in below poverty lines. 5. Problems Encountered & Resources Required – During planning it is observed that for testing of large number of students the assistance of trained health official with requisite machinery is needed. 6. Notes: This practice can be implemented in other educational institutions as effective medium for campaign of Govt. Health schemes.

File Description	Documents
Best practices in the Institutional website	Nil
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

Popularizing Yoga Culture & Holistic Development of Students: Objective- The main objective of this best practice is to create awareness among all students regarding benefit of Yoga practice in coordinating body and mind for overall fitness. The Context- Practice of yoga is generally limited to some specific religious practitioners or organizations. Being a government college it is observed that staff and students require certain training to face the stiff competition and de-stress themselves during examination. The Practice - With the advent of International Yoga Day we perceived an opportunity to implement this effectively. This year on 21st June it was held to teach the students skills and providing support to students

individually and in small groups to monitor their physical and mental health and progress in their studies. Evidence of Success- This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus. Initially our staff members conducted this program with students. But there was requirement to arrange for more motivation and some training by professional teachers and society. Popularizing Yoga culture has inspired other institutes to implement this practice and help students for physical and mental fitness and holistic development.

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

7.3.2 - Plan of action for the next academic year

1. To start value added courses in different departments.

2. Faculty development programe mustbe organized.

3. To publish peer reviewed research articles in different scopous indexed journals.