

Annual Quality Assurance Report
(AQAR 2017-18)
Kirodimal Govt. Arts & Science College,
Raigarh (CG)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: Kirodimal Govt. Arts & Science College, Raigarh (CG)

- Name of the Head of the institution : Dr Anjani Kumar Tiwari
- Designation: Principal (In-charge)
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 07762-222966/222967
- Mobile no.: 9713980334
- Registered e-mail: kgcraigarh1958@gmail.com
- Alternate e-mail : kgcraigarh.iqac@gmail.com

- Address : Chakradhar Nagar
- City/Town : Raigarh
- State/UT : Chhatisgarh
- Pin Code : 496001

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban: Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(please specify) UGC 2f and 12 (B)
- Name of the Affiliating University: Atal Bihari Vajpayee University, Bilaspur (CG)
- Name of the IQAC Co-ordinator : Dr Dhanesh Singh
- Phone no./Alternate phone no.: 07762-222966/222967
- Mobile: 9685325285
- IQAC e-mail address: kgcraigarh.iqac@gmail.com
- Alternate Email address: kgcraigarh1958@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year):

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

4. Whether Academic Calendar prepared during the year? *Yes*

if yes, whether it is uploaded in the Institutional website: *Yes*

(Weblink: <http://kgcollegeraigarh.ac.in/AQAR2017-18.pdf> Annexure I)

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period	
				From:	To:
1 st	B	2.52	2010	28/03/2010	27/3/ 2015

6. Date of Establishment of IQAC: DD/MM/YYYY: **26/11/2012**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Organized 3 days special <i>Yoga program</i> in association with Art of Living Society on the occasion of <i>International Yoga Day</i> in Campus for Staff & students.	19-21 June 2017	46
Organized <i>Career guidance program</i> for BSC Bio group students.	23-24 Aug 2017	185
Organized <i>Program on Digital Financial Literacy</i> in Campus for Staff & students	8 Sep 2017	129
Organized I <i>Campus Placement Drive</i> of Vedanta Group Jharsuguda, Odisha for Graduate Trainee	15 Sep 2017	100
Organized II <i>Campus Placement Drive</i> of Vedanta Group BALCO Korba (CG) for Graduate Trainee	06 Oct 2017	55
Organized <i>Plantation drive</i> in Campus by Staff & students on State Foundation Day	01 Nov 2017	48
<i>Parents –teacher meet</i> in English Department	18 Nov 2017	47
Organized <i>State level Cricket Match</i> (Turf Wicket) in Campus	23-27 Nov 2017	141
Organized all India <i>Concept Test</i> in Physics developed by IAPT for PG students	21 Jan 2018	21
Organized all India <i>Concept Test</i> in Chemistry developed by IACT or UG students	30 Jan 2018	141

Organized 7 days Special camp by NSS cadets for spreading awareness about cleanliness and various govt. schemes for benefit of villagers	29 Jan – 04 Feb 2018	71
Participation of Teachers in <i>E-waste Management Workshop</i> organized by NIELIT, Raigarh	23 Feb 2018	08
Two Invited lectures on <i>Feminism, & Reader Response Theory</i> by Dr Rakesh Tiwari, in English Dept.	15 Feb 2018 21 Mar 2018	42
Organized Special Tribute Lecture in Physics Dept. on <i>Stephen Hawking's Brief History of Time</i> on his demise.	14 Mar 2018	32

8. Provide the list of funds by Central/ State Government- **NIL**

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with Duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

*upload latest notification of formation of IQAC

(Weblink: <http://kgcollegeraigarh.ac.in/AQAR2017-18.pdf> Annexure II)

10. No. of IQAC meetings held during the year: 02

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes/No **Yes**

(Please upload, minutes of meetings and action taken report)

(Weblink: <http://kgcollegeraigarh.ac.in/AQAR2017-18.pdf> Annexure III)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes/No **No**

If yes, mention the amount:

Year:

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

- Organized special 03 day in-campus Yoga program in association with Art of Living Society.
- Organized Career guidance program for BSC Bio group students.
- Organized Two Campus Placement Drives by Vedanta Group (56 Graduate Trainees selected)
- Organized *Program on Digital Financial Literacy* in Campus for Staff & students.
- Proposal for opening new programs/courses in B Com submitted to CGDHE.

13. 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
To initiate process with PWD for quick hand over of the newly constructed RUSA building for smooth running of classes of various streams.	The newly constructed RUSA building is inaugurated by Hon'ble Chief Minister Dr Raman Singh on 31 August 2017 and the time table resettled adding 08 class rooms for smooth distribution of classes of various streams.
Proposal for Construction of soak-pit for Rain Water Harvesting in the main Campus & in the PG campus.	Proposal for Construction of soak-pit for Rain Water Harvesting in both the Campus is approved and construction completed in the current academic year.
Proposal for quick completion of construction of Turf Cricket Pitch in the College ground and organizing of State Level Cricket Match in the current session.	The construction of Turf Cricket Pitch completed and State level cricket match organized from 23-27 Nov 2017 in which 141 Players of 09 sectors participated.
Proposal for construction of 03 more class rooms and one Conference Hall for conducting meetings of Staff & students to be submitted to Govt.	The proposal for Conference hall with Plan & Estimate (prepared by PWD) is submitted to the govt. for sanction and the same is approved. Construction to be done by PWD Raigarh.
Proposal to save energy in the campus by installing LED bulbs and tube lights.	Proposal to save energy is approved by Principal and LED bulbs and tube lights are installed in the campus.
Proposal for opening of new program/courses in UG (B Com & BCA) in the next session to be submitted to CGDHE.	Proposal for opening of new program/courses in UG (B Com & BCA) for next session submitted and sanctioned by CGDHE.

14. Whether the AQAR was placed before statutory body? Yes /No: *Yes*

Name of the statutory body: Staff Council

Date of meeting(s): 15-9-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? Yes/No: *No* Date:

16. Whether institutional data submitted to AISHE: *Yes*

Year: 2018

Date of Submission: 28/02/2018

17. Does the Institution have Management Information System? **Yes, Partial.**

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

- **Students' Admission-** Admission process is conducted online since 2015-16 session. The candidates apply online on website of the college for admission to different programs. The general merit list of students is posted in the website. After certificate verification fees are to be paid online. After the admission process is over it is to list students category wise and form

groups as per requirement of the program/course.

- **Students' Examination-** Examination process is also managed online. Students fill up forms for the regular Semester (winter/summer) examination along with back paper on College Examination portal. Result is also notified on the website. Application for revaluation/re-totaling is also filed on line. Afterwards result of each semester is recorded by the examination/autonomous cell both manually and in electronic mode for easy accessibility of students.
- **E Scholarships:-**Government of CG provides a number of scholarships for students who are domicile of the state. The eligibility condition is based on a student's current admission status in any course and the category he belongs to i.e. ST/SC/OBC/Minority etc. All data of students eligible for scholarships in the institutions are prepared and submitted online to the respective departments by the college. The scholarship amount is directly transferred to the beneficiary's account by the concerned department.

Part-B

CRITERION I – CURRICULARASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. (Explain in 500 words)

- Our institution follows the guidelines of the affiliating Atal Bihari Vajpayee University, Bilaspur for effective and timely delivery of the curriculum.
- The college prepares the academic calendar for the session incorporating the vacation and special holidays announced by CG Govt. in terms of course completion, internal assessment and practical examinations.
- All the departments in the college prepare Teaching plans before the commencement of the academic session for individual courses.
- Each faculty member prepares action plan semester/month wise for each course- dividing the curriculum into classroom sessions and practical hours.
- The topics/lessons to be taught by individual faculty members are notified in the class in advance in the first week of every month.
- 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 prepared by the respective departments in the beginning of each semester and topics for seminar/assignments are also allotted to students well in advance.
- Primarily the college relies upon the globally trusted and followed teaching strategy, the chalk and talk- lecture method. However, some of the teaching faculties teach through latest technology like OHP and LCD projectors to supplement classroom lectures.
- We have taken initiatives to train the faculty from time to time by the in-house faculty proficient in computers and Information Technology (IT) to make them familiar with the use of computers so that they are able to use modern technological resources like the Internet.
- 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.
- Further, for effective curriculum delivery, special classes are conducted for those students who could not attend classes on account of NCC/NSS camps or participation in sports or extra-curricular activities.
- There is a documented process in this institution to conduct classes according to time table in each academic session.
- Each faculty member maintains a teaching diary mentioning teaching plan and date wise lessons completed.
- HOD of each department verifies the progress of each faculty member in terms of teaching plan at the end of every month.
- Principal of the college supervises the class room teaching from time to time and makes sure of the execution of plan to cover the syllabus as per schedule.
- The college ensures fulfillment of the objectives of the curriculum by implementing it in

the following ways:

- (a) By reviewing the progress of the syllabus at its periodic meetings.
- (b) The college plans and adopts remedial action and strategies to cover the gaps.

We have a time-framed target oriented approach with proper documentation to provide complete curriculum related Class room materials and to prepare students for better results.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year : Nil

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development

05 Courses under PSSOU already introduced in previous year.

1.2 Academic Flexibility

1.2.1 New Programmes/courses introduced during the Academic year: Nil

Programme with Code	Date of introduction	Course with Code	Date of introduction
Nil			

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the affiliated College (if applicable) during the Academic year.

Name of Programmes adopting CBCS/ Elective Course System	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Nil			Already introduced		

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year:

Value added courses	Date of Introduction	Number of Students Enrolled
Certificate in Chhatisgarhi Language & Lit.	1/7/2017	02
Diploma in Computer Application	1/7/2017	27
PG Dip in Computer Application	1/7/2017	38
PG Dip in Yoga Science	1/7/2017	96
PG Dip in Psychological Guidance & Counseling	1/7/2017	02
		Total:165

1.3.2 Field Projects / Internships under taken during the year:

Project/Programme Title	No. of Students Enrolled for Field Projects / Internships
BA/BSC- Environmental Studies	208+395+370=973

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3. Employee	4. Alumni	5. Parents
Yes	Yes	No	No	Yes

1.4.2 How the feedback obtained is being analysed and utilized for overall development of the institution? (maximum 500 words)

Students in our institution are given two types of questionnaires covering teaching-learning process, examination, infrastructure, library facilities, faculty support and cooperation from supporting staff etc with multiple options ranging from poor to excellent. Students give their response without revealing their identity. These questionnaires are collected from different departments and analyzed for opinion of the students which help in improving the overall condition of the institution as per the specified Government norms.

Our learning from student feedback is directed at providing:

- A safe, professional and friendly learning environment;
- high quality teaching, assessment and management of learning;
- improving support facilities and infrastructure;
- improve student participation in NCC, NSS, Sports and other cultural events.
- Regular and reliable feedback on student progress and achievements;
- Mechanism for students to pursue grievances and learning related issues as required.

As a result of student feedback on curriculum delivery and quality of teaching the College continues to review, develop and implement policies and practices in key areas such as:

- Curriculum delivery- reinforcing clear expectations concerning unit content, assessments and outcomes;
- Supervision and monitoring by senior academic leaders;
- To provide targeted feedback focused on improving teaching and enhancing lecturers' professional knowledge.
- Developing an Academic culture in Campus.

The college elicits regular feedback from the students, teachers, alumni members and other stakeholders. On the basis of student feedback, some activities such as field trips and case studies have been conducted by some departments like Geography and Psychology. Educational excursions to historical and other important places, which were discontinued, have been revived on student demand. The major stakeholders are the students who have been participating in sharing of suggestions even after passing out and taking up jobs or joining the family business. Students are provided the requisite tools for study and research.

Overall, responses from both the quantitative and qualitative data indicated moderate to high levels of satisfaction with the quality of teaching, learning and student engagement; with students being more or less positive about instruction, assessments, outcomes and available support facilities and assigned resources.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BA	360	840	398
BSC (Bio + Math)	300+100	1203+587	635
MA Economics	40	47	16
MA English	40	110	31
MA Geography	40	75	37
MA Hindi	40	77	24
MA History	40	43	21
MA Political Science	40	66	34
MA Sociology	30	55	20
MSC Botany	15	215	15
MSC Chemistry	15	142	15
MSC Mathematics	40	129	40
MSC Physics	12	84	12
MSC Zoology	15	204	15

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Number of students enrolled in the institution in current Year

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers Teaching both UG and PG courses
2017-18	2334	473	NA	NA	34

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management

Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT Enabled class rooms	Number of Smart class rooms	E resources and techniques used
34	02	Desktop, Laptop photo-copier, OHP & LCD projector with audio/video	01	00	YouTube, NPTEL etc. PPT

2.3.2 Students mentoring System available in the institution? Give Details. (maximum 500 words)

- Yes. The college has since last several years practised an informal system of mentoring whereby teacher of each subject and In-charge of NCC, NSS & Sports personally interacted with the students to help them in academic and other extra-curricular activities as well as personal matters.
- The same system has now been restructured and named Mentor system. Under the Mentor system, the full-time teachers of the college have been engaged as mentors of each class.
- At the beginning of the academic session, the class-wise names of the mentors are displayed on the college notice board.
- The mentors maintain the biographic details of each individual mentee including educational background and socio economic status.
- They also maintain record of their class attendance, class-performance and academic progress. The mentors use both formal and informal means of mentoring.
- They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required.
- The mentor system also exists as a robust informal mechanism on/off-campus to boost inclusiveness, gender sensitivity and social responsibility of students.

No. of students enrolled in the institution	No. of fulltime teachers	Mentor: Mentee Ratio
2807	34	1:82

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with PhD
62	34	28	13	19

2.4.2 Honours and Recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Dec 2017				
UG	BA	I Sem	11-1-2018	12-2-2018
		III Sem	12-1-2018	20-2-2018
		V Sem	13-1-2018	13-3-2018
UG	BSC	I Sem	04-1-2018	03-2-2018
		III Sem	05-1-2018	12-2-2018
		V Sem	06-1-2018	12-2-2018
PG	Economics	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	English	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Geography	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Hindi	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	History	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Poliitical Sc	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Sociology	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Botany	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	03-04--2018
PG	Chemistry	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Mathematics	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Physics	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
PG	Zoology	Sem I	08-1-2018	20-3--2018
PG		Sem III	09-1-2018	20-3--2018
May 2018				
UG	BA	II Sem	25-5-2018	28-7-2018
		IV Sem	01-06-2018	28-7-2018
		VI Sem	30-5-2018	24-7-2018
UG	BSC	II Sem	18-5-2018	28-7-2018
		IV Sem	21-5-2018	28-7-2018
		VI Sem	23-5-2018	24-7-2018

PG	Economics	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	English	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Geography	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Hindi	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	History	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Political Sc	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Sociology	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Botany	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Chemistry	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Mathematics	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Physics	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018
	Zoology	II Sem	15-5-2018	3-7-2018
		IV Sem	16-5-2018	3-7-2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Internal Evaluation (UG & PG):

- Internal test of 20 marks in each paper has been introduced in the syllabus since 2014-15.
- Each test consists of 10 marks short/objective type test (One written test) and 10 marks for assignment cum presentation (One Seminar).
- Schedule for the internal test (UG) is announced by the Examination committee.
- Schedule for the PG internal test is announced by the respective department.
- It is generally conducted in the mid-semester period.
- The question paper is set by each class teacher as per units completed in the class.
- Students absent in the exam due to NSS/NCC/Sports/Cultural activity representation on behalf of the college or medical illness are given one more chance to appear in the test.
- Assignments for seminar are given to each student by respective faculty member one month in advance.
- The students submit these in time and seminar is arranged in small groups for UG class to monitor them better and record their performance.
- In PG classes seminars are conducted in the presence of all students to involve them in interactive discussion.

- Seminar activity is stretched throughout the semester to help the students prepare their assignments periodically.
- Final marks of the students are submitted to examination committee.
- Students' performance is analyzed by the departments in each semester to note their progress.
- Student progression in the PG class is documented and kept in the Department for easy access of students.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

- As an affiliated college, our institution follows the guidelines of the affiliating Atal Bihari Vajpayee University, Bilaspur for effective delivery of the curriculum.
- The college prepares the academic calendar for the session incorporating the vacation and special holidays announced by CG Govt. in planning the course completion, internal assessment and practical examinations.
- Semester examinations are conducted twice in each session- December and May.
- Practical classes are conducted along with theory classes.
- Practical examinations are conducted after theory exams are over.
- All national and state days are observed as per instructions of the govt.
- The annual sports and cultural activities along with NSS and NCC camps are also adjusted in preparing the Academic calendar.
- Usually we stick to the time line in the matter of course completion and all other scheduled activities including conducting of examinations and declaration of result.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution:
(to provide the weblink)

<http://kgcollegeraigarh.ac.in/>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
BA	Bachelor of Arts	182	106	58.24
B Sc (Bio)	Bachelor of Science (Bio)	216	177	81.94
B Sc (Math)	Bachelor of Science (Math)	155	138	89.03
MA Eco	Master of Arts Economics	14	12	85.71
M A Eng	Master of Arts English	18	12	61.11
M A Geog	Master of Arts Geography	22	22	100
M A Hindi	Master of Arts Hindi	20	19	95
M A History	Master of Arts History	19	19	100
M A Pol Sc	Master of Arts Political science	12	12	100

M A Soc	Master of Arts Sociology	09	07	77.78
M Sc Bot	Master of Science Botany	14	10	100
M Sc Chem	Master of Science Chemistry	13	08	61.54
M Sc Math	Master of Science Mathematics	39	33	84.62
M Sc Physics	Master of Science Physics	10	10	100
M Sc Zoology	Master of Science Zoology	11	11	100

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance:
(Institution may design the questionnaire)

<http://kgcollegeraigarh.ac.in/AQAR2015-16.pdf>

Student Satisfaction Survey (SSS):-

Students in our institution are given qualitative questionnaires for drawing their satisfaction level on the institution's service. These questionnaires cover teaching-learning process, teacher quality, examination result, infrastructure, facilities like library, NCC, NSS, Sports etc. including faculty support and cooperation from non-teaching (supporting) staff. Students are given multiple options ranging from poor to excellent to give their response without revealing their identity. These questionnaires are distributed and collected by different departments for analysis. IQAC members interact with respective departments to collect overall opinion of the students which help in improving the overall condition of the institution as per the specified Government norms.

Our student satisfaction survey is directed at providing:

- Timely curriculum delivery, planned and effective;
- high quality teaching, assessment and management of learning;
- increasing student participation in NCC, NSS, Sports and other cultural events;
- improving support facilities- canteen and sanitation for better hygiene;
- optimum use of infrastructure and other available resources;
- develop mechanisms for recording students progress and proper redress of grievance;
- to provide a safe, professional and student friendly learning environment;
- to pursue grievances and learning related issues as required. achievements

As per student satisfaction survey of the session, overall responses of students indicate moderate to high levels of satisfaction with the quality of teaching, learning and student engagement; with students being more or less positive about Academic culture in Campus, assessments, extra-curricular outcomes and available support services and facilities.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 Resource Mobilization for Research**3.1.1 Research funds sanctioned and received from various agencies, industry and other organizations: **Nil**

Nature of the Project	Duration	Name of the Funding Agency	Total Grant sanctioned	Amount received during the year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (<i>other than compulsory by the College</i>)				
International Project				
Any other(Specify)				
Total				

3.2 Innovation Ecosystem3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) / Innovative practices and Industry-Academia Interface during the year: **Nil**

Title of Workshop/Seminar	Name of the Dept.	Date(s)

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year: **Nil**

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award
	Nil		

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year: **Nil**

Incubation Centre	Name	Sponsored by
Nil		

Name of the Start-up	Nature of Start-up	Date of commencement
Nil		

3.3 Research Publications and Awards		
3.3.1 Incentive to the Teachers who receive recognition or Awards: Nil		
State	National	International
Nil	Nil	Nil
3.3.2 Ph. Ds awarded during the year (<i>Applicable for PG College, Research Center</i>)		
Name of the Department	No. of PhD Awarded	
English	01 Monali Pohane	

3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	ENGLISH	Nil	
International		02	
National	MATHMATICS		
International		01	

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year: 01		
Department	No. of publication	Details of Publication
History	01	Article Title: <i>Naxali Samasya</i> by Dr A K Tiwari Challenges of Naxalism in India Ed. Dr Amrendra p259-264 ISBN 978-93-85981-76-0

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	No. of citations excluding self citations
Indianness in the Plays of Girish Karnad	Dr Shweta (Pandey) Tiwari Asst.Prof. English Gulshan Das & Archana Pandey	IMPACT: International Journal of Research in Humanities, Arts & Literature p77-82 Vol. 6 Issue 2 ISSN E-2347-4564	Feb 2018		KGC Raigarh	
Plays of Girish Karnad	Dr Shweta Tiwari Asst. Prof. English & Gulshan Das	IMPACT: International Journal of Research in Humanities, Arts & Literature p141-144 Vol. 6 Issue 2 ISSN E-2347-4564	Feb 2018		KGC Raigarh	
Convergence of S-Metric Space	G S SAO S N Gupta G P BANAJ	Global Journal of Engineering Science and Researches ISSN 2346-4564	2017		KGC Raigarh	

3.3.6 h-index of the Institutional Publications during the year (based on Scopus/ Web of Science): Nil

Title of the paper	Name of the author	Title of the journal	Year of publication	h- Index	No. of citations excluding self citations	Institutional affiliation as mentioned in the publication

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops		11		
Presented papers		10	01	
Resource Persons		01		

3.4 Extension Activities

3.6.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc. during the year

Title of the Activities	Organizing unit/ agency/ collaborating agency	Number of teachers coordinated such activities	Number of students participated in such activities
Awareness Rally for cleanliness & Plantation Drive in Campus 17Jul 17	NCC 28 th Battalion, Raigarh	01	29
Special Program on <i>Save & Educate Daughters</i> in Mini Stadium Raigarh 12 Oct 17	District Administration	31	79
Blood Donation Camp in Campus 24 Nov 17	NCC Unit & Red Cross KG Hospital Raigarh	02	86
Special program on National Human Rights Day 11 Dec 2017	Political Sc. Dept & Dist. Admin	21	91
Cleanliness Activity on Gandhi Jayanti 2 Oct 2017	NCC Unit	02	31
National Integration Day Celebration 31 Oct 17	NCC & NSS Unit	02	57
Program on Specially Abled People on 20 Jan 18	Rastriya Viklang Chetna Parishad	15	46
Oath Taking & other activities on National Voters Day 25 Jan 2018	SWEEP Team with District Election Office	06	52
District level Voter Awareness Program through SWEEP	SWEEP Team & District Election Office Raigarh	32	198
One Week Special NSS Camp 29 Jan -04 Feb 2018 at Vil: Dumarmuda,	NSS & Panchayat Kesla, Pussore, Raigarh	02	71

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year : 01

Name of the Activity	Award/recognition	Awarding bodies	No. of students participated in such activities
Voter Awareness Campaign through SWEEP	Best Nodal Officer	District Election Office	198

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers co-ordinate such activities	Number of students Participated in such activities
Swachh Bharat	NSS & NCC Units	Cleaning Campus 15 Sep 2017	12	68
Gender Issue	College with District Administration	CG Govt. program <i>Beti Bachao Beti Padhao</i> 12 Oct 2017	31	79
Aids Awareness	NCC College Unit & 28 th Battalion	Aids Awareness Rally 01 Dec 2017	04	100

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year:

Nature of Activity	Participant	Source of financial support	Duration
	<i>Nil</i>		

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year: *Nil*

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
		<i>Nil</i>		

3.5.3 MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year: *Nil*

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
228000 Govt.	224629
284116 Non-Govt.	284116
492550 (Books)	392550

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	4.059 hector	
Class rooms	23	05
Laboratories	04	
Seminar Halls	01	
Classrooms with LCD facilities	02	
Classrooms with Wi-Fi/ LAN	Nil	
Seminar halls with ICT facilities	Nil	
Video Centre	Nil	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	06	02 Photocopier
Value of the equipment purchased during the year (Rs. In Lakhs)		243610
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
<i>Nil</i>			

4.2.1 Library Services:

	Existing		Newly added		Total
	No.	Value	No.	Value	
Text Books	27089	Not Avl.	1089	392550	28178
Reference Books	1973	Not Avl.	0	0	1973
e-Books	<i>Nil</i>		<i>Nil</i>		
Journals	<i>Nil</i>		<i>Nil</i>		
e-Journals	<i>Nil</i>		<i>Nil</i>		
Digital Database	<i>Nil</i>		<i>Nil</i>		
CD & Video	<i>Nil</i>		<i>Nil</i>		
Library automation	<i>Nil</i>		<i>Nil</i>		
Weeding (Hard &Soft)	<i>Nil</i>		<i>Nil</i>		
Others (specify)	<i>Nil</i>		<i>Nil</i>		

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS)	Others
Existing	28	14				02	12	10	
Added									
Total	28	14				02	12		

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

..... MBPS /GBPS	
Phone No 07762-223435	10mbps
Phone No 07762-222966	10mbps
Phone No 07762-222967	10mbps

4.3.3 Facility for e-content:

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<i>Nil</i>	

4.3.4 E-content developed by teachers such as : e-PG Pathshala, CEC (under e-PG Pathshala) CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/ any other government initiatives & institutional (Learning Management System (LMS) etc.

Name of the teacher	Name of the module	Platform on which module is developed	Date of lanching e-content
	<i>Nil</i>		

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on Maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
395310	395310	281832	281832

4.4.2 Procedures and policies of maintaining and utilizing physical, academic and support facilities: laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (*information to be available in institutional Website*)

- All the physical facilities such as laboratories, class rooms and computers are used by the students and staff and maintained by them.
- The cleaning of class rooms and laboratories and all the furniture is done by the class IV staff assigned for this purpose.

- Electrical and plumbing maintenance service is done by the office after a request letter is forwarded by the concerned H.O.D. to the Principal.
- The college has a Botanical garden which is used by both UG and PG students and is maintained by a regularly appointed gardener.
- The college has one computer laboratory with LAN connections used by the students for their course requirement; these computers are maintained by the college development fund with the help of trained personnel.
- The academic support facilities like sports, library and NSS etc. are open to all the students by their option. The college has NCC, Army wings, NSS, and sports facilities with the guidance of a Sports officer.
- Institution has a play ground, a cricket turf, a basketball court and facilities for indoor game hall which helps the sports lover students to practice and compete in state and National level.
- The regular maintenance of the building and other physical facilities are done by Govt. departments i.e. PWD & PHD etc. as it is a government institution.
- For maintenance of academic support and physical facilities the college also uses its Amalgamated Fund (AF) and Jan Bhagidari Fund.

CRITERION V – STUDENT SUPPORT AND PROGRESSION			
5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution			
State	Postmatric OBC Scholar ship	1053	3395360
	Postmatric SC Scholar ship	342	2221487
	Postmatric ST Scholar ship	448	2958948
	Total	1843	8575795
Financial support from other sources			
a) National	National Scholarship	144	1440000
b) International	<i>Nil</i>	0	0
		Total = 1987	10015795
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counseling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	
<i>Nil</i>			

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of students benefited by Guidance for Competitive exam	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal

5.2 Student Progression

5.2.1 Details of campus placement during the year: 02

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Placed	Number of Students Placed
15/9/2017 Vedanta Aluminium & Power Ltd., Jharsuguda Odisha	100	39		Nil	
6/10/2017 Vedanta Bharat Aluminium Company, Balco (CG)	55	17		Nil	
	155	56			

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017	02	BA	KGC Raigarh	KGC Raigarh	MA ECO
	11	BA			MA ENG
	20	BA			MA GEO
	11	BA			MA HIND
	22	BA			MA HIST
	10	BA			MA POL Sc
	07	BA			MA SOCIO
	08	BSc			M Sc BOT
	15	BSc			M Sc CHEM
	36	BSc			M Sc MATH
	09	BSc			M Sc PHY
	13	BSc			M Sc ZOOL

5.2.3 Students qualifying in state/ national/ international level examinations during the year
(eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/ roll number
NET	Chem-01	148842
	Botany-01	362443
	Zoology-02	355296, 373277
	History- 02	13001952, 13002332
SET	Chem-05	SET17- 6003904534, 6003905707, 6003906232 6003947601, 6003989432,
	Botany-01	133561057,
	Zoology-02	SET1-76103910249, Roll no-132261094
	Mathmatics-01	SET17-Roll no 130259003
	Hindi- 03	SET17-Roll no 130751051, 131551011, 130151147
	History- 01	130356066, 130956009, 130956101
GATE	<i>Nil</i>	
GMAT	<i>Nil</i>	
CAT	<i>Nil</i>	
GRE	<i>Nil</i>	
TOFEL	<i>Nil</i>	
Civil Services	<i>Nil</i>	
State Government Services	Lecturer (P) Mathematics-05	Vandna Painkra, Kasmriti, Ritu Baj, Durgeswari Rathia, Chitrasen Khamhari
	Lecturer (P) English- 03	Tirath ram Sarthi, Mehar lal Patel, Chetan Dewangan
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year:402

Activity	Level	Participants
Run 100m(M)	Institution	08
Run 200m(M)	Institution	11
Run 400m(M)	Institution	08
Run 800m(M)	Institution	07
Run 1500m(M)	Institution	08
Shotput (M)	Institution	07
Javelin Throw(M)	Institution	07
Discus Throw(M)	Institution	08
Long Jump(M)	Institution	10
High Jump(M)	Institution	07
Run 100m(F)	Institution	09
Run 200m(F)	Institution	07

Run 400m(F)	Institution	05
Run 800m(F)	Institution	05
Shotput (F)	Institution	07
Javelin Throw(F)	Institution	06
Discus Throw(F)	Institution	06
Long Jump(F)	Institution	08
High Jump(F)	Institution	07
Chess (M)	District	05
Kabaddi (F)	District	12
Kabaddi(M)	District	12
Cricket(M)	District	17
Football(M)	District	09
Handball(F)	District	07
Handball(M)	District	12
Atheletics(M)	District	10
Atheletics(F)	District	06
Khokho(M)	District	12
Khokho(F)	District	12
Vallyball(M)	District	11
Vallyball(F)	District	06
Badminton(F)	District	04
Badminton(M)	District	04
Yoga	District	02
Basketball(M)	District	08
Basketball(F)	District	10
Lawn Tennis	District	01
Boxing	District	03
Wrestling(M)	District	04
Cross-Country Race	District	01
Chess(M)	State	02
Kabaddi (F)	State	03
Kabaddi (M)	State	02
Cricket(M)	State	08
Handball(M)	State	07
Football(M)	State	08
Atheletics(M)	State	04
Atheletics(F)	State	03
Khokho(M)	State	01
Khokho(F)	State	01
Badminton(F)	State	03
Valleyball(M)	State	10
Basketball(M)	State	05
Valleyball(F)	State	01
Cricket(M)	National	02
Valleyball(M)	National	03
Valleyball(F)	National	02
Kabaddi(F)	National	01
Handball(M)	National	02
Handball(F)	National	04
Basketball(F)	National	02

Basketball(M)	National	01
Wrestling(M)	National	02
Chess	National	01
Mairathan	National	01
Football(M)	National	01
Boxing	National	01
Yoga	National	02

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one): *Nil*

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18						

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

- The College has an active student council to ensure their representation in different administrative, academic and co-curricular activities.
- There is a systematic and pre defined process of students' union election. Elected President, Vice-President, Secretary, Asst. Secretary and all Class Representatives are considered as administrative members of students' council and appointed in various committees i.e. student welfare, anti-raging, cultural activity, sports etc.
- There are different Societies for various co-curricular and extra-curricular activities of college in which the elected members are given leadership and supported by teacher facilitators.
- Their suggestions are invited in all possible decision making processes so that problems of students are solved faster in transparent manner.
- The college has various academic and administrative bodies that aid in its smooth functioning. All these bodies have students' representatives on board. The following are the academic and administrative bodies that are active in the college:
- **Students' Union Advisory Committee:** The committee monitors various activities throughout the year like organization of cultural events, sports and co-curricular activities. It also plays a major role in organizing talks, student seminars, debates, etc.
- **Discipline and Anti-Ragging Committee:** The Discipline Committee ensures maintenance of discipline in the college with regard to ragging, eve teasing and any kind of misdemeanour shown towards the staff.
- **Internal Complaints Committee:** The committee deals with issues of sexual harassment as and when they arise.
- **Magazine Committee:** The committee encourages students to write for the college magazine,

collects articles, screens them and plays a major role in the publication of the college magazine.

- **Sports Committee:** The Committee helps the Sports Officer during selection of players for various teams. It also helps in conducting the annual Athletics Meet and various intra-college and Open tournaments.
- **PG Departmental Councils:** All PG departments of the college have their student council in which the students as members help organize various functions of the department.
- Students' Union of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details: *Nil*
(maximum 500 words):

No, the institution does not have a registered Alumni Association.

At the Department level some of the PG departments arrange alumni meet and the senior members are invited. In the current year alumni meet has been arranged in PG departments of English, Economics, Geography, Sociology and Physics. The alumni shared their experiences during college days in the campus and expressed satisfaction over the current atmosphere and high standard of the institution. These alumni interactions boost the morale of students and awaken optimism for higher achievements. Many alumni in active service advise the students about how to prepare for different jobs in a focused manner.

5.4.2 No. of registered Alumni: *Nil*

5.4.3 Alumni contribution during the year (in Rupees) : *Nil*

5.4.4 Meetings/activities organized by Alumni Association : *Nil*

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Formation of different statutory sub committees comprising representatives from all stakeholders of the college for coordinating important administrative activities of the college.
 2. Formation of different sub committees under the supervision of IQAC comprising representative of all stakeholders of the college for coordinating important academic activities of the college.
- Institute has a mechanism for delegating authority and providing operational autonomy to all the various functionaries to work towards decentralized governance system.
 - Principal level: All the academic and operational decisions are taken by Principal based on government policy to constitute various monitoring committees for smooth management of the institute.
 - Faculty level: Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are encouraged to develop leadership skills by being in charge of various academic, co curricular and extracurricular activities. They are given authority to conduct seminars, workshops and conferences and manage semester/university examinations.
 - Student level: Students are empowered to play active role as coordinator of co-curricular and extracurricular activities and social service groups.

6.1.2 Does the institution have a Management Information System (MIS)?

Yes/No/Partial: **Partial** (maximum 500 words)

- **Students' Admission-** Admission process is being conducted online since 2015-16 session. The candidates apply online on website of the college for admission to different programs. The general merit list of students is posted in the website. After certificate verification fees are paid online. After the admission process is over it is easy to list student's category wise and form groups as per requirement of the program/course.
- **Students' Examination-** Examination process is also managed online. Students fill up forms for the regular Semester (winter/summer) examination along with back paper on College Examination portal. Result is also notified on the website. Application for revaluation/re-totaling is also filed on line. Afterwards result of each semester is recorded by the examination/autonomous cell both manually and in electronic mode for easy accessibility of students.
- **E Scholarships:-** Government of CG provides a number of scholarships for students who are domicile of the state. The eligibility condition is based on a student's current admission status in any course and the category he belongs to i.e. ST/SC/OBC/Minority etc. All data of students eligible for scholarships in the institutions are prepared and submitted online to the respective departments by the college. The scholarship amount is directly transferred to the beneficiary's account by the concerned department.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following :
(within 100 words each)

- ❖ **Curriculum Development:** Board of Studies meetings is held in all Departments every two years. UG & PG syllabus are prepared as per the latest guidelines of the Department of Higher Education, Chhattisgarh Government and affiliating Atal Bihari Vajpayee University, Bilaspur. Curriculum delivery is planned early by each department for timely completion of course.
- ❖ Faculty Members are encouraged to participate in the discussion and implementation of new syllabus framed by other Universities and Autonomous Colleges either as chairman or as member of Board of Studies. Subject Experts, Alumni and students also participate in curriculum development process.

- ❖ **Teaching and Learning:** Primarily our teachers follow the talk & chalk lecture method in the class for curriculum delivery as per the teaching plan proposed by each faculty member. At the end of every month curriculum progress is checked by each HOD. Teacher take lesson based test in the class from time to time to check students learning. Remedial lectures are conducted for slow learners to help these students cope with the syllabus. Attainment of Course Outcomes and gap analysis is done at the end of the semester and action plans are prepared and implemented to improve the teaching learning process.

- ❖ **Examination and Evaluation:** All semester and annual examinations are conducted strictly adhering to the norms prescribed by ABV University for affiliated Colleges. The institute maintains complete transparency in the internal evaluation process also. Practical classes are generally conducted along with theory class so that students can learn and practice with clarity. The final practical test in each course is conducted at the term end before the semester/annual examination.
- ❖ All our regular faculty members as approved examiners of the university participate in online/offline assessment of answer scripts.

- ❖ **Research and Development:** The faculty members of our College are always motivated to do research work in their field and attend seminars/conferences. Some of teachers have completed their Doctoral degree by active support of the institute through study leave grant and research facility in the departments. They are encouraged to apply and obtain research grants from various research funding agencies such as UGC, CSIR and CGCOST etc.
- ❖ The faculty members are associated with various professional societies for pursuing research in their field of study. Departments of Chemistry, English & Hindi have been approved as Research Center of affiliating Bilaspur University.
- ❖ *In this academic year 01 scholar has been awarded PhD degree under Dr Charu Chandra Mishra (English).*

- ❖ **Library, ICT and Physical Infrastructure / Instrumentation:** Our institution has a very rich library which will be shifted to the new Library building after completion. The books are at present being issued through every department library for benefit of students.
- ❖ The physical infrastructures like the college and departmental buildings are maintained by the respective office in-charge. The cleaning of laboratories, classrooms are usually done by the grade IV staff allotted for this and toilets by the safai karmachari appointed by government. All major repair works and painting of buildings and boundary walls are done by PWD according to budget sanctioned by govt.

<p>❖ Human Resource Management: Priority is given to appoint guest faculty members in all vacant posts in order to meet the teaching objectives and ensure timely curriculum delivery. The experienced faculty members are given charge of various committees for smooth functioning of the institute. The principal guides the IQAC cell in counseling low performing faculty members based on their performance appraisal. . The Institute deputed the teachers to other organizations for attending faculty development programs, orientation/ refresher courses, seminars, conferences and workshops for acquiring teaching skills (technical skills, soft skills etc.) and subject expertise.</p>
<p>❖ Industry Interaction / Collaboration: There are few steel and iron plants and Kosa silk factories in and around Raigarh. The students of Chemistry department are taken in selective groups on study tour to some of these nearby factories to get firsthand knowledge. Similarly students of Zoology department go on study tour to nearby Gomarda sanctuary to learn about wild life. Students of Botany department too are taken to study about medicinal plants/herbs and other flora and fauna in the area.</p> <p>❖ The institute has collaborated with Vedanta Groups of Industries for its plants located at Korba (CG) and Jharsuguda (Odisha). Some of our students have been recruited by it and placed as trainees in its plants.</p>
<p>❖ Admission of Students: Admission process is being conducted online from session 2015-16. The candidates apply online on website of the college for admission to I, III and V semester of UG and I & III semester of different PG programs (02 UG and 12 PG) offered by the college. The general merit list of students is posted in the website according to the reservation rules of Government of Chhattisgarh. After certificate verification fees are paid online by students in the college account. After the admission process is over students are listed class/section and category wise to form groups as per requirement of the program/office.</p>

6.2.2 Implementation of e-governance in areas of operations :
(within 100 words each)

<p>❖ Planning and Development: All planning for infrastructure development is usually done through preparation of plan and estimate by PWD and submitted to DHE for sanction. After sanction the amount is directly credited by Govt. to the PWD for processing. For this E-tender process is done by PWD and construction is done by successful bidder under supervision of govt. engineers.</p> <p>❖ Purchase of lab equipments and office items is done through GEMS and PFMS portal.</p>
<p>❖ Administration: All official correspondence to UGC, NAAC, CGDHE, ABV University and other offices is done online through e-mail.</p> <p>❖ Faculty members are administered through e-mail and Whats App groups for day to day running of the institute.</p>
<p>❖ Finance and Accounts:</p> <p>❖ 1. Preparation of monthly salary statement for teaching and Non-teaching staff is being done using E-PAYROLL the software system of CG Govt.</p> <p>❖ 2. Similarly all other miscellaneous bills of the college for managing the running expenditure are done through E-Bill software of of CG Govt.</p>
<p>❖ Student Admission and Support:</p> <p>❖ 1. Admission process is conducted using the online platform of the University and the college website. The candidates apply online on website of the college for admission to different PG programs (02 UG and 12 PG) offered by the college. Selected candidates pay fees online too.</p> <p>❖ 2. Helping the students to apply for various national scholarships and Post-matric scholarships under different CG Govt. schemes is done on the govt. portal.</p>

- ❖ **Examination and Evaluation:** Application forms for all semester and annual examinations are filled online on the college website and portal of ABV University, Bilaspur.
- ❖ The following computerised operations are available for the students:-
 1. Profile of the students
 2. Generation of Examination applications
 3. Hall Ticket with their photo, and name of papers opted by candidate for the examination.
 4. Release of results through the College Web Site: www.kgcollegeraigarh.in
 5. All circulars from the Examination Cell are available online on website.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year: *Nil*

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017-18	<i>Nil</i>			

6.3.2 Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development program organized for teaching staff	Title of the administrative training program organized for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017-18	Digital Financial Literacy Program	-	8 Sep 2017	06	05

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation Course	01 G P Banaj	03-30 Nov 2017 (4 Weeks)
Orientation Course	01 Dinesh Dewangan	19 Feb-19 Mar 2018(4 Weeks)

6.3.4 Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime
11	11	0	0

6.3.5 Welfare schemes for

Teaching	GPF, Group insurance, Gratuity. Medical bill reimbursement. GPF loans, etc,
Non teaching	GPF, Group insurance, Festival Advance, Medical bill reimbursement, GPF loans, Uniform & Washing allowance for class IV employees etc,
Students	Student Insurance, various scholarships for meritorious students.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)

- ❖ All financial transaction - expenditure and purchases of the college are done as per the government guide lines. Department of Higher Education, Government of Chhatisgarh conducts external audit from time to time which is carried out in an elaborate method.
- ❖ The institute has its own internal audit which is a continuous ongoing process in addition to the external audit.
- ❖ The internal auditors verify and certify the total income and expenditures done from UGC fund and later these are certified by Chartered Accountants before final submission to UGC.
- ❖ For filling of Income tax statement of the employees each year a committee is appointed by the Principal to verify the data at institution level. For this purpose qualified auditors (CA) are permanently engaged.

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

Total corpus fund generated

Name of the non government funding agencies/ individuals	Funds/Grants received in Rs.	Purpose
<i>Nil</i>	<i>Nil</i>	<i>Nil</i>

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Permanent Academic	No		Yes	Principal & IQAC
Administrative	No		Yes	Principal & IQAC

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

A series of Parent-Teacher meeting were held in all departments in the institution during the current session:

Parents of both UG and PG were invited to the college for a discussion and to have a knowledge of academic activities staff position, infrastructure, cleanliness and, behavior of the teaching and non teaching staff members.

There was a transparent discussion about attendance of the students, both in theory and practicals, behavior of the students in the campus and the need of the students.

- This year the departments of English arranged Parents-Teacher meet on 18th Nov 2017. Parents and guardians attended the program and gave feedback and valuable suggestions regarding the improvements of their wards.

6.5.3 Development programmes for support staff (at least three)

All the supporting staff are encouraged to attend the following departmental programs:

1. Guidance on ethics and moral values held in the institution. (Behavior of the staff to students)
2. Training to Lab Assistant and other staffs about use of Instruments.
3. Recognition of Good Service and Award by District Administration.

6.5.4 Post Accreditation initiative(s) (mention at least three)

1. Semester system implemented for UG programs.
2. More participation of teachers in seminars, research activities and doctoral study.
3. Better documentation of extension activities carried out for student benefit.

6.5.5

- a. Submission of Data for AISHE portal : **Yes**
- b. Participation in NIRF : **No**
- c. ISO Certification : **No**
- d. NBA or any other quality audit : **No**

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date/Days of conducting activity	Duration (from-----to ----)	Number of participants
2017-18	Organized 3 days special Yoga program in association with Art of Living Society on the occasion of <i>International Yoga Day</i> .	03	19-21 June 2017	46
2017-18	Organized Career guidance program for BSC Bio group students.	01	23-24 Aug 2017	185
2017-18	Organized <i>Program on Digital Financial Literacy</i> in Campus for Staff & students	01	8 Sep 2017	129
2017-18	Organized Two Campus Placement Drives of Vedanta Group (Jharsuguda & BALCO Korba)	02	15 Sep 2017 06 Oct 2017	100 55
2017-18	Organized <i>Plantation drive</i> in Campus by Staff & students on State Foundation Day	01	01 Nov 2017	48
2017-18	Organized <i>State level Cricket Match</i> (Turf Wicket) in Campus	05	23-27 Nov 2017	141
2017-18	Organized 7 days Special camp by NSS cadets for spreading awareness about cleanliness and various govt. schemes for benefit of villagers	07	29 Jan – 04 Feb 2017	71
2017-18	Organized all India <i>Concept Test</i> in Physics developed by IAPT for PG students	1	21 Jan 2018	21
2017-18	Organized all India <i>Concept Test</i> in Chemistry developed by IACT for UG students	1	30 Jan 2018	141
2017-18	Participation of Teachers in <i>E-waste Management Workshop</i> organized by NIELIT, Raigarh	01	23 Feb 2017	08
2017-18	Parents –Teacher meet in English Department	01	18 Nov 2017	47
2017-18	Two Invited lectures on <i>Feminism, & Reader Response Theory</i> by Dr Rakesh Tiwari, in English Dept.	02	15 Feb 2018 21 Mar 2018	42
2017-18	Organized Special Tribute Lecture (Physics) on <i>Stephen Hawking's Brief History of Time</i> on his demise.	01	14 Mar 2018	32

CRITERION VII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year) Nil

Title of the programme	Period (from-to)	Participants

7.1.2 Environmental Consciousness and Sustainability/Alternate energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources
For reducing the consumption of Electricity the LED bulbs and tubes are installed.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	
Provision for lift	No	
Ramp/ Rails	Yes	02
Braille Software/facilities	No	
Rest Rooms	No	
Scribes for examination	Yes	01
Special skill development for differently abled students	No	
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number initiatives disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number
2017-18						

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
Implementation of Common Minimum Standard.	1-7-2016	The code of conduct for the bona fide students of the college is notified on campus through display on Flax board at the entrance gate of the college as per guide lines issued by DHE Chhattisgarh for implementation in all govt. colleges. Weblink: http://kgcollegeraigarh.ac.in/AQAR2017-18.pdfAnnexure-IV
7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to -----)	Number of participants
International Yoga day	19-21 June 2017	46
Independence Day Celebration & Plantation	15 Aug 2017	63
Swatch Bharat Abhiyan	02 Oct 2017	31
National Integration Day	31 Oct 2017	48
District level Voter Awareness Activity under SWEEP	06 Nov 2017	198
Aids Awareness Rally	1 Dec 2017	100
Republic Day Celebration	26 Jan 2018	61
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)		
<ul style="list-style-type: none"> ❖ The campus is regularly cleaned and students are advised to minimize the use of plastics to make the campus plastic free. ❖ Smoking is prohibited as well as chewing of paan and tobacco (gutkha) etc. as well as spitting openly is discouraged. ❖ Carbon neutrality is maintained in the campus as care is taken for low emission of carbon dioxide except from Chemistry labs. ❖ There is provision for disposal of E-waste like (unused) old computers, electronic gadgets which are sold as per govt. norms for e-waste management efficiently. ❖ Large numbers of saplings are planted in the campus and their care is taken to maintain the greenery inside the campus and a pollution free environment is created. ❖ Students and faculty members are encouraged to use bicycles instead of fuel driven vehicles at least twice in a week to stay fit and reduce energy consumption. ❖ Similarly CFL and LED bulbs are used for energy conservation and making the campus eco- friendly. 		

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link.

(Weblink: <http://kgcollegeraigarh.ac.in/AQAR2017-18.pdf>)

The best practices undertaken in the current academic year add to the value of human life and support the mission of our institution to groom our students. The two important best practices adopted by the institution are as follows:-

BEST PRACTICE 1

➤ Exposure of students to acquire knowledge in Chemistry & Physics:

The main objective of this best practice is to enhance the science knowledge of students to increase their competency in the competitive examination held in their field. For this All India (UG) level test for Chemistry organized by All India Association of Chemistry Teachers (AIAC) & All India level Test in Physics for PG students organized by All India Association of Physics Teachers (AIAPT) are introduced in the college and has been conducted since two years. It has encouraged our students and success rate has increased in these examinations. This practice introduced in the institution has helped to groom the students according to current competitive tests held in these field.

BEST PRACTICE 2

➤ Developing Communicative Skill:

The main objective of this best practice is to provide all under graduate students standard communicative skills in English language. So a paper on Communicative skills in English has been introduced for the final semester students. In addition to teaching of basic grammatical knowledge the students are taught speaking skills through support of class teachers individually and in small groups. Each student has to submit an assignment and viva voce test is conducted to evaluate their progress. Thus the students are being groomed by imparting communicative skills in English to help them express better in their work place.

7.3 Institutional Distinctiveness

Founded by Government of Madhya Pradesh in 1958 in the eastern frontier of erstwhile Central Province our college building was donated by philanthropist Seth Kirodimalji in which it is still functional. For a long time it was the lone college in the district to cater to the regional educational needs. In its history it boasts of being led by poet professor like Rameshwar Shukla 'Anchal' and many more educationists to add to its distinctive status. Seth Kirodimal's vision has come to fruition as at present the institute offers 12 Arts and Science subjects in its post graduate programs and 03 UG programs including arts, science and commerce streams.

Our institute is committed to provide all possible platforms pertaining to Scientific & Technological Learning for not only the professional growth but also for the personal growth of the students by providing transformational teaching and value based education with international standards. The institution has a motto to achieve academic

excellence, promoting quality education with incomparable innovations in teaching and learning by empowering the manpower through innovative research and development. For achieving this the college has started study centers of distance learning of Indira Gandhi National Open University (IGNOU) and Pt. Sundarlal Sharma Open University, Bilaspur (PSSOU) an educational innovation of Chhatisgarh Govt. Many professional and skill based courses like PGDCA, Marketing management etc. as well as value based course like Yoga and others are available for our students to pursue dual course to enter the job market with required skill and degrees. The employees of the various industries and factories located in the region also are facilitated for professional growth by our college.

In order to provide excellent placement opportunities to the students, the institution has been conducting campus recruitment since 2016 in association with Vedanta Group of Industries located in Jharsuguda (Odisha) and BALCO, Korba. More than 50 students have been recruited so far and effort is on to invite some more local industries in the coming years.

8. FUTURE PLANS OF ACTION FOR NEXT ACADEMIC YEAR

(in maximum 500 words)

Curricular Aspects

Introduce more value-added courses imparting transferable and life skills.

Introduce students to online certificate programs/ self-learning courses.

Motivate students to undertake field projects and internships.

Teaching Learning Process

Encourage teachers to adopt ICT enabled teaching methods.

Arrange remedial classes for slow learners.

Research, Consultancy and Extension

Enable faculty members to do PhD and publish in peer reviewed journals.

Induce faculty members to work as research supervisor and submit research proposal to funding agencies.

To start research programs in different departments.

Infrastructure And Learning Resources

Enhance the availability and usage of books and e-journals.

Student Support Services

Conduct programs ex. soft skills development, yoga, self- defense etc.

Conduct career guidance program on higher studies.

Provide guidance to prepare for competitive exams for jobs.

Governance, Leadership, Management

Implement 'e-governance' in planning and management.

Conduct academic and administrative audit.


Arrange special training for non-teaching staff.

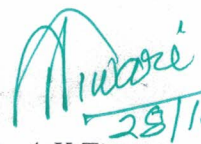
Institutional Values & Best Practices

Develop cleanliness habit and eco-consciousness in students and staff.

Organize programs on gender sensitization and moral values.

Make campus divyangjan friendly.


Name: Dr Dhanesh Singh
Coordinator IQAC


Name : Dr A K Tiwari
Chairman IQAC
Principal
K.G. Arts & Science College
Raigarh-498001 (C.G.)

Annexure-I

KIRODIMAL GOVT ARTS & SCIENCE COLLEGE RAIGARH (C G)

ACADEMIC CALENDER 2017-18

MONTH	ACTIVITY
JUNE	16-June Beginning of New session 16- JUNE RESULT – B A/ B Sc SEM II, IV VI & MA/M Sc SEM II, IV Staff Council Meeting & Formation of Committees , Separate Committee for BOS, ACADEMIC COUNCIL & GOVERNING BODIES Admission UG & PG SEM I , BOARD OF STUDIES MEETING
JULY	1-10 July BOARD OF STUDIES MEETING (For Two Years) 1 JULY- COMMENCEMENT OF LECTURES FOR B.A/B Sc SEM III,V 1 JULY- COMMENCEMENT OF LECTURES FOR M.A./M. Sc. SEM III 15 JULY- COMMENCEMENT OF LECTURES FOR B.A/B Sc SEM I & M.A./ M Sc.SEM I
AUGUST	1 ST WEEK -ACADEMIC COUNCIL 2 ND WEEK-FINANCE COMMITTEES MEETING
SEPTEMBER	2 ND WEEK – GOVERNING BODIES MEETING 4 TH WEEK –INTERNAL ASSESMENT TEST – I UG & PG
OCTOBER	1 ST WEEK SUBMISSION OF UG/PG SEMESTER EXAM FORMS 2 ND WEEK ASSIGNMENTS OF B.A/B Sc SEM I, III,V , PG SEM –I, III 2 ND INTERNAL ASSESMENT TEST – II UG , & SEMINAR – PG 3 RD WEEK NSS CAMP
NOVEMBER	1 ST WEEK - SUBMISION OF ENVIRONMENTAL PROJECT OF UG SEM-I 3 RD WEEK - ATKT EXAMS(PG) 4 TH WEEK -BEGINNING OF SEMESTER EXAM UG & PG
DECEMBER	1 ST WEEK- SEMESTER EXAM UG & PG 2 ND WEEK - SEMESTER EXAM UG & PG 3 RD WEEK- PRACTICAL EXAM PG SEM I, III/ PROJECT 4 TH WEEK - CULTURAL PROGRAME / ANNUAL FUNCTION 4 th Week- RESULT – B A/ B Sc SEM I, III, V & MA/M Sc SEM I, III
JANUARY	1 JAN- COMMENCEMENT OF LECTURES FOR B.A/B Sc SEM II,IV, VI &M.A/ M Sc SEM II,IV
FEBRUARY	3 RD WEEK- INTERNAL ASSESMENT TEST – I UG & PG
MARCH	1 ST - WEEK SUBMISSION OF UG/PG SEMESTER EXAM FORMS 3 RD WEEK- INTERNAL ASSESMENT TEST – II UG & PG 4 TH WEEK -ASSIGNMENT B.A/B Sc SEM II,IV, VI
APRIL	2 ND WEEK- PRACTICAL EXAM B Sc SEM II, IV, VI 3 RD WEEK- PG SEM II, IV & PROJECT REPRT 4 TH WEEK – THEORY EXAM UG SEM II,IV VI& PG SEM II, IV
MAY	1 ST WEEK – THEORY EXAM UG SEM II,IV VI& PG SEM II, IV 2 ND WEEK- THEORY EXAM UG SEM II,IV VI& PG SEM II, IV

De
Coordinator IQAC

Dr Dhanesh Singh

Minketan Pradhan
Principal

Dr Minketan Pradhan
Principal
K.G. Arts & Science College
Raigarh - 496001 (C.G.)

Annexure - II

कार्यालय , प्राचार्य किरोड़ीमल शासकीय कला एवम विज्ञान महाविद्यालय रायगढ़ (छ ग)
क्र 1420/ IQAC /2016 रायगढ़ दिनांक 08/08/2016

आदेश

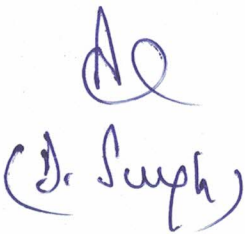
इस महाविद्यालय में राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् बंगलुरु के निर्देशानुसार महाविद्यालयीन आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (IQAC) 2016 का गठन निम्नानुसार किया जाता है

1- डॉ एम के प्रधान	प्राचार्य & अध्यक्ष
2- डॉ धनेश सिंह	संयोजक
3- डॉ आर के तम्बोली	सदस्य
4- डॉ उषा आठले	सदस्य
5- डॉ प्रीति षडंगी	सदस्य
6- डॉ ए के भारती	सदस्य
7- डॉ एस एन गुप्ता	सदस्य
8- श्री डी के मस्ता	सदस्य
9- श्री जी पी बनज	सदस्य
10- श्री राजेंद्र सिंह	अध्यक्ष जनभागीदारी समिति
11- राजकिशोर सिंह	हितधारक
12- श्री प्रमोद जैन	रोजगार अधिकारी
13- जगदीश मेहर	कोसा व्यवसायी
14- सौरभ सराफ	छात्र स्नातकोत्तर हिन्दी सेम I
15- शशांक पाण्डेय	छात्र स्नातक

उपरोक्त आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (IQAC) की कार्य अवधि 02 वर्ष (2016-2018) की होगी । इस अवधि में प्रकोष्ठ शासन एवं यू जी सी के निदेशानुसार महाविद्यालय के शैक्षणिक, शैक्षणिकेतर एवम् अन्य सम्बंधित कार्यों की गुणवत्ता बनाए रखने का कार्य करेगी तथा प्रगति से समयानुसार शासन एवम् सम्बंधित संस्था को अवगत कराएगी

प्रतिलिपि

- 1-आयुक्त उच्च शिक्षा संचालनालय, छ ग शासन नवा रायपुर
- 2- सभी सदस्य
- 3-प्राचार्य फ़ाइल


(Dr. Sush)


Principal
K.G. Arts & Science College
Raigarh-496001 (C.G.)


Principal
K.G. Arts & Science College
Raigarh-496001 (C.G.)

Date			
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मिशन रूप में नए प्रकार के कार्यक्रमों को लागू करने के लिए -


1. महाविद्यालयों में नए शिक्षण कक्षों की व्यवस्था के इच्छित, छात्र हित में नए एवं उभरे हुए पाठ्यक्रमों को लागू करने के लिए शासन को पत्र लिखा जावे।

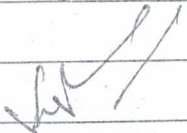
2. "स्नानकु (सा) के विभागों में नए एडमिशन को अनिवार्य पदों के लिए शासन को पत्र लिखा जावे।

3- विभिन्न विभागों में आयोजित होने वाले सेमीनार / शोध संगोष्ठियों / कार्यवाहियों के लिए अनुदानों के अतिरिक्त (मानव संसाधन) के विभागों में नए पदों को लागू किया जावे।

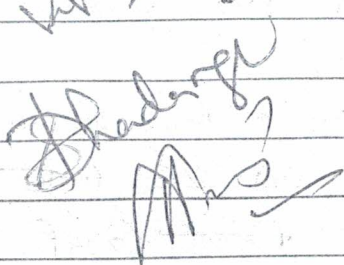
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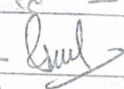

Principal
K.G. Arts & Science College
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बैठक

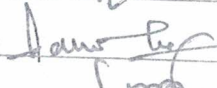
दिनांक 15 मार्च 2018


आज दिनांक 15 मार्च 2018 की आयोजित IQAC की बैठक में निम्न विषयों पर चर्चा उपस्थित रहे -


1. डॉ० रमेश कुमार लम्बावी - 


2. डॉ० अशोक भारती - 

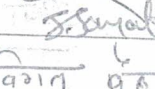
3. डॉ० श्रीनाथ गुप्ता - 

डॉ० अनिल पाणिग्राही - 

डॉ० राजेश कुमार - 

डॉ० प्रीति कश्यप - 

डॉ० धीरेन्द्र सिंह (समन्वयक) - 

श्री. डॉ० लक्ष्मण लाल (सह-समन्वयक) - 

बैठक में सर्वप्रथम प्राचार्य महोदय ने विगत बैठक की कार्य-आवृत्तियों/कृतियों के क्रियान्वयन की समीक्षा-जांच की निम्नांकित कार्य -

1. महाविद्यालय में नए पाठ्यक्रम पढ़ाने वाले की डिग्री व. बी० एड, बी० एड, एम० एड (मानव-विज्ञान) एवं (संस्कृत) के जॉइंट नर्स हेतु शासन को पत्र प्रेषित किया गया है।

2. उपर्युक्त के द्वितीय महाविद्यालय में उपर्युक्त (केल 2013) शासन की सुविधा वी० टी० के इतिहास B.P.Ed. (Bachelor of Physical Education) पाठ्यक्रम की पढ़ाने वाले हेतु प्रस्ताव भेजा गया है।

3. स्नातक एवं स्नातकोत्तर स्तर के विद्यार्थियों की राष्ट्रीय स्तर की प्रतिस्पर्धी परीक्षाओं में शामिल होने हेतु द्वितीय वर्ष के लिए, महाविद्यालय स्तर के माध्य-माध्यम जिला उपायुक्त की वकई "लेजल" को भी महाविद्यालय में व्यापक रूप से उपर्युक्त कार्य-आवृत्तियों -

Date			
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3. महाविद्यालय के रक्षक (जातसेवा के विभाग),
 डॉ. सी. पी. एम. विवि, कोय बिलामपुर व. डि. को. वि.
 क्षेत्रीय व. भाग लिखें।

आगामी पस्ताव

1. महाविद्यालय व. नए ग्रेजुएट भवन को पूर्णतः सुसज्जित
 किया जावे।
2. महाविद्यालय व. अती उर्ध्व छात्र संख्या के इच्छित
 सुधित सकल स्टैंड का विकास/विस्तार किया जावे।
3. महाविद्यालय व. एक 'ऑपेन हॉल' विकसित किया जावे।
4. कम्युनिकेशन को सुनिश्चित करने हेतु एक शक्ति
 सुसज्जित कम्प्यूटर इस विशेष विकसित किया जावे।

S.S. Singh
 5. महाविद्यालय के नए आवाज (हॉल) व. Audio/
 Video Arch भी आवश्यक की जावे।

6. महाविद्यालय व. CCTV कैमरे आवश्यक की जावे।

7. अती उर्ध्व छात्रों को भी संख्या के इच्छित एक
 शक्ति सुसज्जित "Girls Common Room" की
 का विकास किया जावे।

Principal
 Arts & Science College

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किरोड़ीमल शासकीय कला एवम् विज्ञान महाविद्यालय

रायगढ़ (छ ग)

आचरण संहिता

छत्तीसगढ़ के शासकीय महाविद्यालयों में विद्यार्थियों के लिए आचरण संहिता

छत्तीसगढ़ के शासकीय महाविद्यालयों में प्रवेश लेने वाले प्रत्येक विद्यार्थियों को महाविद्यालयों के नियमों का अक्षरसह पालन करना होगा। इसका पालन न करने पर वह शासन द्वारा निर्धारित दण्डात्मक कार्यवाही का भागीदार होगा।

1. विद्यार्थी महाविद्यालयीन वेश-भूषा में आयेगा। किसी भी स्थिति में उसकी वेश-भूषा उतेजक नहीं होनी चाहिए।
2. प्रत्येक विद्यार्थी अपना पूर्ण ध्यान अध्ययन में लगायेगा साथ में ही महाविद्यालय द्वारा आयोजित पाठ्येतर गतिविधियों में भी पूरा सहयोग प्रदान करेगा।
3. महाविद्यालय परिसर में वह शालीन व्यवहार करेगा, अभद्र व्यवहार, गाली-गलौज का प्रयोग नहीं करेगा।
4. प्रत्येक विद्यार्थी अपने शिक्षक, अधिकारियों एवं कर्मचारियों से नम्रता पूर्वक एवं भद्रता का व्यवहार करेगा।
5. महाविद्यालय परिसर को स्वच्छ बनाये रखना प्रत्येक विद्यार्थी का नैतिक कर्तव्य है, वह सरल विद्यार्थी जीवन-निर्वाह करेगा।
6. महाविद्यालय तथा छात्रवास की सीमाओं में किसी प्रकार का मादक पदार्थ तथा तम्बाकू का सेवन सर्वथा वर्जित रहेगा।
7. महाविद्यालय में तम्बाकू का सेवन करना, इधर-उधर थूकना, दीवालो को गंदा करना या गंदी बाते लिखना सख्त मना है। विद्यार्थी के असमाजिक तथा आपराधिक गतिविधियों में संलिप्त पाये जाने पर कठोर कार्यवाही की जायेगी।
8. वह अपनी मांगों का प्रदर्शन, आंदोलन, हिंसा या आंतक फैला कर नहीं करेगा। विद्यार्थी अपने आप को दल बल, राजनीति से दूर रखेगा तथा मांगों का मनवाने के लिए कार्यकर्ता अथवा सामाचार पत्रों का सहारा नहीं लेगा।

अध्ययन संबंधित नियमः—

1. प्रत्येक विषय में विद्यार्थी की 75% उपस्थिति अनिवार्य रहेगी। तथा यह एन.सी.सी./एन.एस.एस. में भी लागू होगी। अन्यथा उसे वार्षिक परीक्षा में बैठने की पात्रता नहीं होगी।
2. विद्यार्थी प्रयोगशाला में उपकरणों का प्रयोग सावधानी पूर्वक करेगा। उनको स्वच्छ रखेगा एवं प्रयोगशाला को साफ सुथरा रखेगा।
3. ग्रन्थालय द्वारा स्थापित नियमों का पूर्ण पालन करेगा, उसे निर्धारित संख्या में ही पुस्तकें प्राप्त होंगी तथा समय से ना लौटाने पर महाविद्यालय में निर्धारित आर्थिक दण्ड देना होगा।
4. अध्ययन से संबंधित किसी भी कठिनाई के लिए वह गुरुजनों के समक्ष अथवा प्राचार्य के समक्ष शांतिपूर्वक ढंग से अभ्यावेदन प्रस्तुत करेगा।
5. व्याख्यान कक्षाओं, प्रयोगशालाओं या वाचनालयों में पंखों, लाइटों, फर्निचरों, इलेक्ट्रिक फिटिंग आदि की तोड़फोड़ करना दण्डात्मक आचरण माना जाएगा।

परीक्षा संबंधित नियम:-

1. विद्यार्थी को सत्र के दौरान होने वाली सभी इकाई परीक्षाओं, त्रैमासिक तथा अर्द्धवार्षिक परीक्षा में सम्मिलित होना अनिवार्य है।
2. अस्वस्थता के कारण आंतरिक परीक्षाओं में सम्मिलित न होने की स्थिति में विद्यार्थी शासकीय चिकित्सालय से मेडिकल सर्टिफिकेट प्रस्तुत करेगा तथा स्वस्थ होने के उपरान्त परीक्षा देगा।
3. परीक्षा में या उसके संबंध में किसी प्रकार के अनुचित लाभ लेने या अनुचित साधनों का प्रयोग करने का प्रयास गंभीर दुराचार माना जाएगा।

महाविद्यालय प्रशासन का अधिकार क्षेत्र:-

1. यदि छात्र किसी अनैतिकता मूलक या गंभीर अपराध में अभियुक्त पाया जाता है तो उसका प्रवेश तत्काल निरस्त कर दिया जाएगा।
2. यदि छात्र रैगिंग में लिप्त पाया जाता है तो छत्तीसगढ़ शैक्षणिक संस्थानों में प्रताड़ना प्रतिषेध अधिनियम 2001 के अनुसार रैगिंग किये जाने पर अथवा रैगिंग के लिए प्रेरित करने पर पांच साल की सजा या पांच हजार रुपये जुर्माना अथवा दोनों से दण्डित किया जा सकता है।
3. यदि विद्यार्थी समय सीमा में शुल्क का भुगतान नहीं करता है तो उसका नाम प्रवेश पंजी से काट दिया जाएगा।
4. यदि विद्यार्थी किसी भी प्रार्थना पत्र अथवा आवेदन में तथ्यों को छुपाएगा अथवा गलत जानकारी प्रस्तुत करेगा तो उसका प्रवेश निरस्त कर उसे महाविद्यालय से पृथक कर दिया जाएगा।
5. महाविद्यालय में प्रवेश लेने हेतु विद्यार्थी द्वारा प्रस्तुत किये गए आवेदन पत्र में उसके पालक अथवा अभिभावक का घोषण पत्र में हस्ताक्षर करना अनिवार्य है और यह हस्ताक्षर प्रवेश समिति के सम्मुख होगा।



22.10.20


22/10/2020

Principal
K.G. Arts & Science College
Raigarh - 496001 (C.G.)