

**Annual Quality Assurance Report  
(AQAR 2018-19)  
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, 2018 to June 30, 2019)*

**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 : Chhattisgarh
- 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/AQAR2018-19.pdf> Annexure I

5. Accreditation Details:

| Cycle           | Grade | CGPA | Year of Accreditation | Validity Period |            |
|-----------------|-------|------|-----------------------|-----------------|------------|
|                 |       |      |                       | from:           | to:        |
| 1 <sup>st</sup> | 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 special 3 days special Yoga program in association with Art of Living Society on International Yoga Day                                    | 19-21 June 2018 | 60                                   |
| Organized <i>Plantation Drive &amp; Awareness Program</i> in Village Gopalpur by NCC Cadets  | 01 Aug 2018     | 80                                   |
| Organized <i>Plantation Drive &amp; Awareness Program</i> in Village Pandripani by Zoology Dept.   | 15 Aug 2018     | 30                                   |
| Organized <i>Khashra Rubaila (Land Record) Jagrukta Rally</i> by NCC cadets  | 04 Aug 2018     | 90                                   |
| Organized Blood Donation Camp along with Group Test & Hemoglobin Test in association with Red Cross Society  | 21 Aug 2018     | 350                                  |
| Organized National De-worming Day in association with Red Cross Society  | 10 Sep 2018     | 182                                  |
| Organized a <i>Campus Placement Drive for Post Graduate Trainee</i> by Vedant Balco, Korba CG  | 27 Sep 2018     | 24                                   |
| Organized Poster Making & Blood Donation Camp by NCC Cadets & Red Cross Society  | 01 Oct 2018     | 183                                  |
| Organized Cleanliness Drive on Gandhi Jayanti by NCC cadets & Rangoli Competition (104)  | 02 Oct 2018     | 158                                  |
| Organized National <i>Concept Test</i> in Chemistry arranged by AIACT  | 06 Oct 2018     | 141                                  |
| Organized <i>Mental Health Awareness program-Social, Economic &amp; Psychological Impact on youth</i> on World Mental Health Day by Psychology Dept. | 11 Oct 2018     | 40                                   |
| Organized Blood Donation Camp by NCC Cadets  | 24 Nov 2018     | 60                                   |

|  |                    |     |
|--|--------------------|-----|
| Organized <i>Aids Awareness Rally</i> by NCC cadets  | 01 Dec 2018        | 80  |
| Organized Workshop on <i>Career Opportunities in E-Commerce (90), Biotechnology (110) &amp; Career after Graduation(219)</i> .   | 5 Dec 2018         | 419 |
| Organized one day Workshop on <i>Yoga &amp; Life: Body-Mind Harmony</i>  | 03 Jan 2019        | 113 |
| Organized one day State level Symposium on <i>Quality Assurance &amp; NAAC Awareness</i>   | 17 Jan 2019        | 127 |
| Organized 7 days Special camp by NSS cadets for spreading awareness about cleanliness and various govt. schemes for benefit of Bhagora village.  | 15-21Jan 2019      | 48  |
| Organized Skill Set Examination by English Dept. in collaboration with Speakwell Skills Academy (Training Partner of National Skill Development Corporation)                             | 21 Jan 2019        | 62  |
| Organized one day Workshop on <i>Goods &amp; Service Tax (GST)</i>   | 22 Jan 2019        | 258 |
| Organized one day Workshop on Mental Health Sensitization by Psychology Dept.  | 24 Jan 2019        | 106 |
| Organized one day State level Workshop on <i>Understanding the Universe with Scientific Temperament</i> addressed by Santosh Takale, Sr. Scientist Bhabha Atomic Research Center, Bombay | 27 Jan 2019        | 141 |
| Organized <i>State level Cricket Match (Turf Wicket)</i> for CG Govt.  | 30 Jan- 6 Feb 2019 | 120 |
| Organized Workshop on <i>Disaster Management</i> in association with NDRF Cuttack  | 5 Feb 2019         | 159 |
| Organized National Fileria Elimination Program by Red Cross Society  | 11-22 Feb          | 86  |
| Organized Workshop on <i>Bhoomi Samvad: Tracing Mineral Ores</i> by Geography Dept. in association with GSI & Ministry of Mines, Govt. of India  | 13 Feb 2019        | 94  |
| Organized one day Workshop on Mental Health: <i>Prevention of Suicide</i> by Psychology Dept.  | 16 Feb 2019        | 48  |
| Organized one day National Seminar on <i>Industrial Development and Environmental Pollution in India: Specific Reference to CG</i> by Economics Dept.                                    | 21 Feb 2019        | 74  |
| Organized National Seminar on <i>Agricultural Market: Problems &amp; Solutions with special reference to CG</i> in Geography Dept.   | 21 Feb 2019        | 150 |
| Organized one day National Seminar by Hindi Dept. on <i>Contemporary Hindi Literature: Different Dimensions of Discourse</i>   | 22 Feb 2019        | 97  |
| Organized one day National Seminar by English Dept. on <i>Gandhian Ideology &amp; English Literature</i>   | 23 Feb 2019        | 178 |
| Organized one day National Seminar by Sanskrit Dept. on <i>Rastriya Ekatai Sanskritasya Yogadanam</i>  | 24 Feb 2019        | 91  |
| Organized one day National Seminar by <u>History</u> Dept. on <i>Role of Chhattisgarh in National Freedom</i>  | 25 Feb 2019        | 71  |

|  |               |     |
|--|---------------|-----|
| <i>Movement.</i>   |               |     |
| Organized one day National Seminar by Pol. Sc. Dept. on <i>Criminalization of Politics</i>   | 26 Feb 2019   | 115 |
| Organized one day Inter-disciplinary National Seminar jointly by Sociology & Psychology Dept. on <i>Impact of Social Media on Youth.</i>   | 27 Feb 2019   | 58  |
| Organized one day National Seminar by Geography Dept. on <i>Possibility of Agricultural Development in Mahanadi Basin</i>  | 28 Feb 2019   | 164 |
| Lecture on Gender Equality by Women Cell   | 08 March 2019 | 98  |
| Organized one day Field study visit to Umeed Institution- Mental Health in Old Age Home by Psychology Dept. Students & Staff   | 06 Apr 2019   | 47  |
| Organized Parents-Teacher – Students Meet in different Departments: Economics 1/4-36, Pol.Sc.- 1/4- 80, English 2/4- 60, Sociology 4/4-28, Chemistry- 4/4-19, Physics 4/4-64, Botany- 5/4- 69, Zoology-5/4-59, Hindi- 5/4- 59, Maths 6/4-52, Sanskrit- 9/4- 32, Psychology 15/4-38, Geography- 25/4-71 | 1-25 Apr 2019 | 667 |
| Organized Special Lecture & Discussion in Physics Dept. after <i>EHT Image on Black Hole</i> released by NASA scientists at M-87 Galaxy Center   | 16 Apr 2019   | 33  |
| Organized Workshop on <i>Personality Development Through Body Language</i> by English Dept.  | 25Apr 2019    | 110 |
|  |               |     |

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

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

| Institution/<br>Department/Faculty | Scheme | Funding<br>agency | Year of award with<br>Duration | Amount |
|------------------------------------|--------|-------------------|--------------------------------|--------|
|                                    |        |                   |                                |        |

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

\*upload latest notification of formation of IQAC

(Weblink: <http://kgcollegeraigarh.ac.in/AQAR2018-19.pdf> Annexure II)

10. No. of IQAC meetings held during the year: 03

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)

Yes/No: Yes (Weblink: <http://kgcollegeraigarh.ac.in/AQAR2018-19.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)

- Introduced 02 UG programs (B.Com & BCA) and 02 PG courses (Psychology & Sanskrit).
- Organized special 02 in-campus Yoga program including one Workshop.
- Organized 04 Mental Health programs by Psychology Department.
- Organized (09) National Seminars & (01) State level Symposium.
- Organized 01 State level and (05) regional Workshops in various departments.

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   |
|--|---|
| Proposal for commencing of new program/ courses in UG (B.Com & BCA) and PG (Psychology & Sanskrit) in the current session sanctioned by CGDHE. | New programs/courses in UG (B.Com & BCA) and PG (Psychology & Sanskrit) commenced in the current session 2018-19.                                   |
| To initiate process for Shifting of the Old Library to newly constructed Library Building in the current session.                              | The Library is Shifted to the New Library building in the current session for the better upkeep of Books and extend support facilities to students. |
| Proposal for organizing Workshop & Seminar by various PG departments.  | Organized 09 National Seminars and 10 Workshops by different departments in the current academic year.  |
| Proposal for purchase of Equipments for Various departments.   | Equipments are purchased for Physics, Chemistry, Zoology, Geography & Psychology departments.   |
| Proposal for building Computer Lab for BCA & Other students.   | The proposal for a Computer Lab with 50 computers is approved and established along with LAN connectivity.  |
| Proposal to speed up construction of 03 class rooms, one Girls' Common Room and one Conference Hall approved by CG Govt. to be done by PWD.    | Construction of 03 class rooms, one Girls' Common Room and Conference hall completed and handed over to college by PWD Raigarh.                     |
|  |   |

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

Name of the Statutory body: Staff Council (HODs) Date of meeting(s): 28/1/2020

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: 12/3/2019

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 student 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 planned 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 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 : 01

| Name of the Certificate Course | Name of the Diploma Courses                      | Date of introduction and duration | focus on employability/ entrepreneurship | Skill development |
|--------------------------------|--|-----------------------------------|--|-------------------|
|                                | PG Diploma in Human Resource Management (PGDHRM) | 1-7-2018                          | Yes                                      | Yes               |

#### 1.2 Academic Flexibility

##### 1.2.1 New Programmes/courses introduced during the Academic year: 04

| Programme with Code | Date of introduction | Course with Code | Date of introduction |
|---------------------|----------------------|------------------|----------------------|
| B Com               | 1-7-2018             |                  |                      |
| BCA                 | 1-7-2018             |                  |                      |
| MA                  |                      | Psychology       | 1-7-2018             |
| MA                  |                      | Sanskrit         | 1-7-2018             |

##### 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  |    |    |   |    |    |

#### 1.3 Curriculum Enrichment

##### 1.3.1 Value-added courses imparting transferable and life skills offered during the year: 05

| Value added courses                               | Date of Introduction | Number of Students Enrolled |
|---|----------------------|-----------------------------|
| Certificate in Chhatisgarhi Language & Literature | 1/7/2015             | 04                          |
| Diploma in Computer Application                   | 1/7/2015             | 32                          |
| PG Dip in Computer Application                    | 1/7/2015             | 75                          |
| PG Dip in Yoga Science                            | 1/7/2015             | 77                          |
| PG Dip in Human Resource Management               | 1/7/2018             | 02                          |
|   |                      | <b>Total-190</b>            |

##### 1.3.2 Field Projects / Internships under taken during the year:

| Project/Programme Title                      | No. of Students Enrolled for Field Projects / Internships |
|--|---|
| BA/BSC/B Com- Environmental Studies          | 1007  |
| MA Geography (Field project)                 | 35  |
| Swachh Bharat Summer Internship May-Aug 2018 | 02 (NSS)<br>Tejram Sarthi<br>Niraj Kumar Sahis            |



## 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 analyzed 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 and analyzed by all departments on the basis of 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;
- mechanisms 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                    | 400                       | 807                             | 402               |
| BSC (Bio + Math)      | 575                       | 1950                            | 597               |
| BCA                   | 50                        | 87                              | 48                |
| BCOM                  | 40                        | 213                             | 41                |
| MA Economics          | 40                        | 44                              | 27                |
| MA English            | 40                        | 111                             | 42                |
| MA Geography          | 40                        | 71                              | 38                |
| MA Hindi              | 40                        | 60                              | 38                |
| MA History            | 40                        | 88                              | 43                |
| MA Political Science  | 40                        | 68                              | 29                |
| MA Sociology          | 30                        | 43                              | 21                |
| MA Psychology         | 30                        | 44                              | 12                |
| MA Sanskrit           | 40                        | 20                              | 10                |
| MSC Botany            | 30                        | 197                             | 30                |
| MSC Chemistry         | 30                        | 155                             | 29                |
| MSC Mathematics       | 40                        | 141                             | 40                |
| MSC Physics           | 30                        | 108                             | 29                |
| MSC Zoology           | 30                        | 189                             | 30                |

### 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 |
|---------|---|---|--|--|--|
| 2018-19 | 2711  | 633   | NA   | NA   | 35 (Full Time)                                     |

### 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 |
|----------------------------|---|--|-----------------------------------|-----------------------------|---------------------------------|
| 35                         | 02  | 55<br>Desktop Computer (51), LCD projectors (04) | 01                                | 0                           | PPT (Slideshare)<br>Youtube,    |

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 |
| <b>3344</b>                                 | <b>35</b>                | <b>1:96</b>          |

#### 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 |
|-----------------------------|-------------------------|------------------|--|-------------------------|
| <b>64</b>                   | <b>35</b>               | <b>29</b>        | <b>02</b>                                | <b>20</b>               |

##### 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 |
|---------------|---|-------------|--|
| <b>Nil</b>    | <b>Nil</b>  | <b>Nil</b>  | <b>Nil</b>   |

## 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 |
|-----------------|----------------|----------------|--|---|
| <b>DEC 2018</b> |                |                |  |   |
| UG              | BA             | I              | 9-01-2019  | 1-4-2019  |
| UG              |                | III            | 10-01-2019   | 12-4-2019   |
| UG              |                | V              | 11-01-2019   | 20-4-2019   |
| UG              | B SC           | I              | 2-01-2019  | 14-3-2019   |
| UG              |                | III            | 3-01-2019  | 1-4-2019  |
| UG              |                | V              | 4-01-2019  | 12-4-2019   |
| UG              | BCOM           | I              | 2-01-2019  | 10-01-2019  |
| UG              | BCA            | I              | 28-12-2018   | 10-01-2019  |
| PG              | MA ECO         | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | MA ENG         | I              | 9-01-2019  | 21-03--2019   |
| PG              |                | III            | 10-01-2019   | 21-03--2019   |
| PG              | MA GEOG        | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | MA HINDI       | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | MA HISTORY     | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | MA POL SC      | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | MA SOC         | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | MA PSYCHO      | I              | 9-01-2019  | 12-04--2019   |
| PG              | MA SANS        | I              | 9-01-2019  | 14-03--2019   |
| PG              | M SC BOT       | I              | 9-01-2019  | 01-04-2019  |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | M SC CHE       | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | M SC MATH      | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | M SC PHY       | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| PG              | M SC ZOOLOGY   | I              | 9-01-2019  | 14-03--2019   |
| PG              |                | III            | 10-01-2019   | 14-03--2019   |
| <b>May 2019</b> |                |                |  |   |
| UG              | BA             | II             | 10-06-2019   | 31-07-2019  |

|    |              |    |            |            |
|----|--------------|----|------------|------------|
| UG |              | IV | 08-06-2019 | 31-07-2019 |
| UG |              | VI | 06-06-2019 | 09-07-2019 |
| UG | B SC         | II | 03-06-2019 | 31-07-2019 |
| UG |              | IV | 01-06-2019 | 31-07-2019 |
| UG |              | VI | 29-05-2019 | 04-07-2019 |
| UG | BCOM         | II | 31-05-2019 | 18-07-2019 |
| UG | BCA          | II | 28-05-2019 | 18-07-2019 |
| PG | MA ECO       | II | 03-06-2019 | 31-07-2019 |
| PG |              | IV | 01-06-2019 | 02-07-2019 |
| PG | MA ENG       | II | 03-06-2019 | 09-07-2019 |
| PG |              | IV | 01-06-2019 | 09-07-2019 |
| PG | MA GEOG      | II | 03-06-2019 | 18-07-2019 |
| PG |              | IV | 01-06-2019 | 04-07-2019 |
| PG | MA HINDI     | II | 03-06-2019 | 18-07-2019 |
| PG |              | IV | 01-06-2019 | 02-07-2019 |
| PG | MA HISTORY   | II | 03-06-2019 | 18-07-2019 |
| PG |              | IV | 01-06-2019 | 02-07-2019 |
| PG | MA Pol SC    | II | 03-06-2019 | 02-07-2019 |
| PG |              | IV | 01-06-2019 | 02-07-2019 |
| PG | MA SOC       | II | 03-06-2019 | 18-07-2019 |
| PG |              | IV | 01-06-2019 | 02-07-2019 |
| PG | MA PSY       | II | 03-06-2019 | 24-07-2019 |
| PG | MA SANS      | II | 03-06-2019 | 22-07-2019 |
| PG | M SC BOT     | II | 03-06-2019 | 09-07-2019 |
| PG |              | IV | 01-06-2019 | 09-07-2019 |
| PG | M SC CHE     | II | 03-06-2019 | 09-07-2019 |
| PG |              | IV | 01-06-2019 | 09-07-2019 |
| PG | M SC MATH    | II | 03-06-2019 | 09-07-2019 |
| PG |              | IV | 01-06-2019 | 07-07-2019 |
| PG | M SC PHY     | II | 03-06-2019 | 18-07-2019 |
| PG |              | IV | 01-06-2019 | 09-07-2019 |
| PG | M SC ZOOLOGY | II | 03-06-2019 | 18-07-2019 |
|    |              | IV | 01-06-2019 | 18-07-2019 |
|    |              |    |            |            |

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 College 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 year examination | Pass Percentage |
|----------------|----------------------------|---|---|-----------------|
| BA             | Bachelor of Arts           | 283   | 145   | 51.06           |
| B Sc (Bio)     | Bachelor of Science (Bio)  | 262   | 165   | 62.98           |
| B Sc ( Math)   | Bachelor of Science (Math) | 168   | 110   | 65.48           |

|              |                                     |    |    |       |
|--------------|-------------------------------------|----|----|-------|
| MA Eco       | Master of Arts<br>Economics         | 22 | 17 | 77.25 |
| M A Eng      | Master of Arts English              | 8  | 8  | 100   |
| M A Geog     | Master of Arts<br>Geography         | 33 | 33 | 100   |
| M A Hindi    | Master of Arts Hindi                | 16 | 16 | 100   |
| M A History  | Master of Arts History              | 18 | 18 | 100   |
| M A Pol. Sc. | Master of Arts Political<br>science | 22 | 20 | 90.90 |
| M A Soc.     | Master of Arts Sociology            | 14 | 14 | 100   |
| M Sc Bot     | Master of Science Botany            | 11 | 11 | 100   |
| M Sc Chem    | Master of Science<br>Chemistry      | 10 | 10 | 100   |
| M Sc Maths   | Master of Science<br>Mathematics    | 36 | 36 | 100   |
| M Sc Physics | Master of Science Physics           | 11 | 10 | 90.91 |
| M Sc Zoology | Master of Science<br>Zoology        | 13 | 11 | 84.69 |
|              |                                     |    |    |       |

## 2.7 Student Satisfaction Survey

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

<http://kgcollegearigarh.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.

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:

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

**3.2 Innovation Ecosystem**3.2.1 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 |
|-------------------------|---------------------|-----------------|---------------|
|                         | <b>Nil</b>          |                 |               |

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

| Incubation Centre | Name | Sponsored by |
|-------------------|------|--------------|
| <b>Nil</b>        |      |              |

| Name of the Start-up | Nature of Start-up | Date of commencement |
|----------------------|--------------------|----------------------|
| <b>Nil</b>           |                    |                      |



| 3.3 Research Publications and Awards   |          |                     |
|--|----------|---------------------|
| 3.3.1 Incentive to the Teachers who receive recognition or Awards: <b>Nil</b>              |          |                     |
| 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 PhDs Awarded |
| Nil  |          |                     |

| 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    | <b>01</b>          |                               |
| International   |            | Nil                |                               |
| National  | CHEMISTRY  | Nil                |                               |
| International   |            | <b>03</b>          |                               |
| National  | ZOOLOGY    | Nil                |                               |
| International   |            | <b>03</b>          |                               |

| 3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year |                    |                        |
|---|--------------------|------------------------|
| Department  | No. of publication | Details of Publication |
|   |                    | Nil                    |

| 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 |
| Kinetic studies of sorption of Cr(VI) on Bentonite  | Ajmat Ali<br>Dhanesh Singh<br>Saroj Kr                                 | Review of Research<br>ISSN 2249-894 X   | May 2019            |                | K. G Arts & Sc.<br>College, Raigarh                       |   |
| Sorption Studies on the Removal of Cr(VI) on Halloysite   | Ajmat Ali<br>Dhanesh Singh<br>Saroj Kr                                 | Journal of Emerging<br>Technology and<br>Innovative Research<br>ISSN 2349-5162      | June 2019           |                | K. G Arts & Sc.<br>College, Raigarh                       |   |
| Adsorption of Cd Metal ion on treated and untreated Bentonite Clay from wastewater  | Mamta Jaiswal<br>Dhanesh Singh<br>BD Diwan<br>Saroj Kumar<br>Ajmat Ali | Journal of Emerging<br>Technology and<br>Innovative Research<br>ISSN 2349-5162      | June 2019           |                | K. G Arts & Sc.<br>College, Raigarh                       |   |
| Food and Feeding habits of Nilgai Boselaphus Tragocamelus (Pallas-1766) in Gomarda Wildlife Sanctuary Raigarh   | Anita Pandey   | International<br>Journal of<br>Research and<br>Analytical Reviews<br>ISSN 2349-5138 | July 2018           |                | K. G Arts & Sc.<br>College, Raigarh                       |   |

|   |                     |   |            |  |                                  |
|---|---------------------|---|------------|--|----------------------------------|
| Neutritional Study Rural Adolescent School Girls in District Raigarh  | Anita Pandey        | <i>International Journal of Recent Scientific Research</i>              | Feb 2019   |  | K. G Arts & Sc. College, Raigarh |
| Diet Analysis of Gaur BOS Gaurus by Microhistological Analysis of Fecal Sample in Gomarda Sanctuary Raigarh | Anita Pandey        | International Journal of Recent Scientific Research ISSN 0976-3031      | March 2019 |  | K. G Arts & Sc. College, Raigarh |
| Udaat Ki Awdharna   | Dr Preeti Shadangi  | Shodh Dhara ISSN 0975-3664  | March 2019 |  | K. G Arts & Sc. College, Raigarh |
| Nari – Vimarsh ke Paripeksh me A Ladki  | Laksheshwari Kurrey | Vimal Vimarsh ISSN 2348-5884  | 2018       |  | K. G Arts & Sc. College, Raigarh |
| Nala Sopara Post Box No 203: Third Zender ki Katha Vyatha   | Laksheshwari Kurrey | Gurukul International Multidisciplinary Research Journal ISSN 2394-8426 | May 2018   |  | K. G Arts & Sc. College, Raigarh |

| 3.3.6 h-index of the Institutional Publications during the year (based on Scopus/ Web of Science) |                    |                      |                     |          |   |   |
|---|--------------------|----------------------|---------------------|----------|---|---|
| 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   | 02                  | 86             | 22          | 26          |
| Presented papers   |                     | 56             | 01          |             |
| Resource Persons   |                     |                |             |             |

| 3.4 Extension Activities   |  |  |  |
|--|--|--|--|
| 3.6.1 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organizations 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 |
| Plantation Drive in Gopalpur Village 01Aug 18  | College NCC Unit 28 <sup>th</sup> Battalion, Raigarh | 02   | 80   |
| Khashra Rubaila Jagrukta (Land Records) Rally 04 Aug 2018  | College NCC Unit                                     | 02   | 90   |

|  |  |    |    |
|--|--|----|----|
| Plantation Drive in Pandripani Village<br>15 Aug 18          | Zoology Dept.<br>Raigarh   | 02 | 28 |
| Blood Donation Camp in Campus<br>1 Oct 2018                  | NCC 28 <sup>th</sup> Battalion,<br>Raigarh in association with<br>Red Cross Society<br>KG Hospital Raigarh | 02 | 80 |
| Cleanlines Activity on Gandhi<br>Jayanti                     | NCC 28 <sup>th</sup> Battalion,<br>Raigarh   | 02 | 54 |
| One Week Special NSS Camp 15-20<br>Jan 2019 at Vil: Bhagora, | NSS & Bhagora Panchayat,<br>Pussore, Raigarh   | 27 | 48 |
|  |  |    |    |

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

| Name of the Activity | Award/recognition | Awarding bodies | No. of students participated in such activities |
|----------------------|-------------------|-----------------|---|
|                      | <i>Nil</i>        |                 |   |

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/<br>collaborating agency | Name of the activity    | Number of teachers<br>Co-ordinate such<br>activities | Number of students<br>Participated in such<br>activities |
|--------------------|---|-------------------------|--|--|
| Swachh Bharat      | NSS & NCC Units                                 | Cleaning Campus         | 02   | 54   |
| Aids Awareness     | NCC Unit  | Aids Awareness<br>Rally | 02   | 80   |

### 3.5 Collaborations

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

| Nature of Activity                                    | Participant          | Source of financial support | Duration |
|---|----------------------|-----------------------------|----------|
| NSS Establishment Day program<br>at Pt. R.S.U. Raipur | <b>Anurag Panda</b>  | NSS State Unit CG           | 01 day   |
| Golden Jubilee Ceremony at<br>A.B.V.V. Bilaspur       | <b>Tejram Sarthi</b> | ABVV Bilaspur               | 01 day   |

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 |
|--------------|--------------------|------------------------|---|
|              | <i>Nil</i>         |                        |   |

## 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 |
| 354270   | 354270   |

#### 4.1.2 Details of augmentation in infrastructure facilities during the year

| Facilities  | Existing     | Newly added |
|---|--------------|-------------|
| Campus area   | 4.059 Hecter | Nil         |
| Class rooms   | 28           | Nil         |
| Laboratories  | 04           | Nil         |
| Seminar Halls   | 01           | Nil         |
| Classrooms with LCD facilities  | 02           | 01          |
| Classrooms with Wi-Fi/ LAN  | Nil          | Nil         |
| Seminar halls with ICT facilities   | 01           | Nil         |
| Video Centre  |              |             |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | -            | Nil         |
| Value of the equipment purchased during the year (Rs. In Lakhs)                   |              | 32.22465    |
| 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 |
|---------------------------|---|---------|--------------------|
| NA                        |   |         |                    |

#### 4.2.1 Library Services:

|                      | Existing |       | Newly added |        | Total |
|----------------------|----------|-------|-------------|--------|-------|
|                      | No.      | Value | No.         | Value  |       |
| Text Books           | 28178    |       | 0           | 0      | 28178 |
| Reference Books      | 1973     |       | 280         | 302155 | 2253  |
| e-Books              | Nil      | Nil   | Nil         | Nil    |       |
| Journals             |          |       |             |        |       |
| e-Journals           | Nil      | Nil   | Nil         | Nil    |       |
| Digital Database     | Nil      | Nil   | Nil         | Nil    |       |
| CD & Video           | Nil      | Nil   | Nil         | Nil    |       |
| Library automation   |          |       |             |        |       |
| Weeding (Hard &Soft) |          |       |             | Nil    |       |
| Others (specify)     | Nil      | Nil   | Nil         | Nil    |       |

| <b>4.3 IT Infrastructure</b>           |                 |               |          |                  |                  |        |             |                             |        |
|--|-----------------|---------------|----------|------------------|------------------|--------|-------------|-----------------------------|--------|
| 4.3.1 Technology Upgradation (overall) |                 |               |          |                  |                  |        |             |                             |        |
|  | Total Computers | Computer Labs | Internet | Browsing Centers | Computer Centers | Office | Departments | Available Bandwidth (MGBPS) | Others |
| Existing                               | 28              | 14            |          |                  |                  | 02     | 12          | 10                          |        |
| Added                                  | 25              | 31            |          |                  |                  |        | -06         |                             |        |
| Total                                  | 53              | 45            |          |                  |                  | 02     | 06          |                             |        |

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

..... MBPS /GBPS      10 mbps

4.3.3 Facility for e-content: Nil

|  |  |
|--|--|
| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|  |  |

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 |
|---------------------|--------------------|---------------------------------------|----------------------------|
|                     | Nil                |                                       |                            |

#### **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 |
|--|--|--|--|
| 230303                                 | 230303   | 747035                                 | 747035   |

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; in case of any repair this is done from college contingency fund.
- 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 Janbhagidari fund.

| <b>CRITERION V – STUDENT SUPPORT AND PROGRESSION</b> |                             |                    |                  |
|--|-----------------------------|--------------------|------------------|
| <b>5.1 Student Support</b>                           |                             |                    |                  |
| <b>5.1.1 Scholarships and Financial Support</b>      |                             |                    |                  |
|  | Name /Title of the scheme   | Number of students | Amount in Rupees |
| Financial support from institution                   |                             |                    |                  |
| State  | Post-matric OBC Scholarship | <b>1309</b>        | <b>4228597</b>   |
|  | Post-matric SC Scholarship  | <b>413</b>         | <b>2675713</b>   |
|  | Post-matric ST Scholarship  | <b>594</b>         | <b>3827134</b>   |
|  | <b>Total</b>                | <b>2316</b>        | <b>10731444</b>  |
| Financial support from other sources                 |                             |                    |                  |
| a) National  | National Scholarship        | <b>205</b>         | <b>2050000</b>   |
| b) International                                     | 0                           | <b>0</b>           | <b>0</b>         |
|  | <b>Total</b>                | <b>2521</b>        | <b>12781444</b>  |

| <b>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.,</b> |                        |                             |
|--|------------------------|-----------------------------|
| Name of the capability enhancement scheme  | Date of implementation | Number of students enrolled |
| <i>Nil</i>   |                        |                             |

| <b>5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year-</b> |                    |  |  |  |                           |
|---|--------------------|--|--|--|---------------------------|
| Year  | Name of the scheme | Number of students benefited by Guidance for Competitive examination | Number of students benefited by Career Counseling activities | Number of students who have passed in the competitive exam | Number of students placed |
|   |                    |  |  |  |                           |

| <b>5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year:</b> |                             |  |
|---|-----------------------------|--|
| Total grievances received   | No. of grievances redressed | Average number of days for grievance redressal |
| 71  | 71                          | 07   |

| <b>5.2 Student Progression</b>   |                                 |                           |                               |                           |                           |
|--|---------------------------------|---------------------------|-------------------------------|---------------------------|---------------------------|
| <b>5.2.1 Details of campus placement during the year</b>                           |                                 |                           |                               |                           |                           |
| <b>On campus</b>   |                                 |                           | <b>Off Campus</b>             |                           |                           |
| Name of Organizations Visited  | Number of Students Participated | Number of Students Placed | Name of Organizations Visited | Number of Students Placed | Number of Students Placed |
| 27 Sep 2018 Vedanta Bharat Aluminium Company, Balco (CG) for Post Graduate Trainee | 24                              | 01                        |                               | <i>Nil</i>                |                           |

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 |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2018 | 05   | BA                       | Arts                      | KGC Raigarh                | MA ECO                        |
|      | 13   | BA & BSc                 | Arts                      | KGC Raigarh                | MA ENG                        |
|      | 21   | BA                       | Arts                      | KGC Raigarh                | MA GEO                        |
|      | 06   | BA                       | Arts                      | KGC Raigarh                | MA HINDI                      |
|      | 25   | BA                       | Arts                      | KGC Raigarh                | MA HIST                       |
|      | 14   | BA                       | Arts                      | KGC Raigarh                | MA POL SC                     |
|      | 11   | BA                       | Arts                      | KGC Raigarh                | MA PSY                        |
|      | 08   | BA                       | Arts                      | KGC Raigarh                | MASANS                        |
|      | 11   | BA                       | Arts                      | KGC Raigarh                | MA SOCIO                      |
|      | 20   | B SC                     | Science                   | KGC Raigarh                | M Sc BOT                      |
|      | 18   | B SC                     | Science                   | KGC Raigarh                | M Sc CHEM                     |
|      | 35   | B SC                     | Science                   | KGC Raigarh                | M Sc MATH                     |
|      | 26   | B SC                     | Science                   | KGC Raigarh                | M Sc PHY                      |
|      | 21   | B SC                     | Science                   | KGC Raigarh                | 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-03                              | 145163, 144917, 145514                             |
|                           | Zoology-02                           | Roll No 362587 , 360086                            |
|                           | English 01                           | Roll no CG0202504101                               |
|                           | Hindi 01                             | Roll No 13005013 13000125                          |
| SET/ SLET                 | Chem-05                              | Roll No 133260228                                  |
|                           | Maths- 02                            | Roll No 131859065, 252259040                       |
|                           | Zoology-03                           | Roll no-132261175, 132961107,131661131             |
|                           | Physics -04                          | Roll no 131858031, 132058038, 131858092, 131858027 |
|                           | Hindi- 01                            | Roll no 130451002                                  |
|                           | English- 03                          | Roll No 130152187 , 130652155 , 131152011          |
|                           | Sociology 01                         | Roll no 110555008                                  |
| GATE                      | Zoology-01                           | Reg No XL 19S26023068                              |
| GMAT                      | <i>Nil</i>                           |  |
| CAT                       | <i>Nil</i>                           |  |
| GRE                       | <i>Nil</i>                           |  |
| TOFEL                     | <i>Nil</i>                           |  |
| Civil Services            | <i>Nil</i>                           |  |
| State Government Services |                                      |  |
| Any Other                 |                                      |  |



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

| Activity         | Level       | Participants |
|------------------|-------------|--------------|
| <b>Sports</b>    |             |              |
| Run 100m(M)      | Institution | 10           |
| Run 200m(M)      | Institution | 12           |
| Run 400m(M)      | Institution | 09           |
| Run 800m(M)      | Institution | 07           |
| Run 1500m(M)     | Institution | 07           |
| Shotput (M)      | Institution | 09           |
| Javelin Throw(M) | Institution | 09           |
| Discus Throw(M)  | Institution | 10           |
| Long Jump(M)     | Institution | 11           |
| High Jump(M)     | Institution | 08           |
| Run 100m(F)      | Institution | 08           |
| Run 200m(F)      | Institution | 06           |
| Run 400m(F)      | Institution | 05           |
| Run 800m(F)      | Institution | 05           |
| Shot-put (F)     | Institution | 08           |
| Javelin Throw(F) | Institution | 07           |
| Discus Throw(F)  | Institution | 07           |
| Long Jump(F)     | Institution | 08           |
| High Jump(F)     | Institution | 05           |
| Chess (M)        | District    | 05           |
| Kabaddi (F)      | District    | 11           |
| Kabaddi(M)       | District    | 12           |
| Cricket(M)       | District    | 16           |
| Football(M)      | District    | 14           |
| Handball(M)      | District    | 07           |
| Handball(F)      | District    | 10           |
| Athletics(M)     | District    | 08           |
| Athletics(F)     | District    | 03           |
| Khokho(M)        | District    | 12           |
| Khokho(F)        | District    | 12           |
| Vollyball(M)     | District    | 09           |
| Badminton(F)     | District    | 03           |
| Badminton(M)     | District    | 06           |
| Yoga             | District    | 02           |
| Basketball(M)    | District    | 08           |
| Basketball(F)    | District    | 10           |
| Boxing(M)        | District    | 03           |
| Wrestling(M)     | District    | 02           |
| Taikwando        | District    | 03           |
| Chess(M)         | State       | 02           |
| Kabaddi (F)      | State       | 02           |
| Kabaddi (M)      | State       | 05           |
| Cricket(M)       | State       | 08           |
| Football(M)      | State       | 09           |
| Athletics(M)     | State       | 04           |
| Athletics(F)     | State       | 02           |
| Khokho(M)        | State       | 06           |

|                                 |             |    |
|---------------------------------|-------------|----|
| Badminton(M)                    | State       | 01 |
| Badminton(F)                    | State       | 03 |
| Volleyball(M)                   | State       | 07 |
| Volleyball(F)                   | State       | 05 |
| Basketball(M)                   | State       | 05 |
| Basketball(F)                   | State       | 07 |
| Cricket(M)                      | National    | 02 |
| Cricket(F)                      | National    | 01 |
| Volleyball(F)                   | National    | 02 |
| Volleyball(M)                   | National    | 03 |
| Kabaddi(F)                      | National    | 01 |
| Kabaddi(M)                      | National    | 02 |
| Handball(M)                     | National    | 01 |
| Handball(F)                     | National    | 02 |
| Basketball(F)                   | National    | 01 |
| Basketball(M)                   | National    | 02 |
| Yoga(F)                         | National    | 01 |
| Taekwondo (F)                   | National    | 02 |
| Football(M)                     | National    | 02 |
| Khokho                          | National    | 01 |
| <b>Cultural Program</b>         |             |    |
| Solo Dance                      | Institution | 13 |
| Classical Dance                 | Institution | 01 |
| Yogasan                         | Institution | 06 |
| Drama (Natak)                   | Institution | 60 |
| Singing Solo                    | Institution | 20 |
| Kawali                          | Institution | 12 |
| Flute Playing                   | Institution | 01 |
| Gittar Playing                  | Institution | 01 |
| Chhattisgarhi Folk Dance(Yugal) | Institution | 12 |
| Chhattisgarhi Folk Dance(Group) | Institution | 60 |
| <b>Competition</b>              |             |    |
| Essay Writing                   | Institution | 74 |
| Debate                          | Institution | 20 |
| Editorial Writing               | Institution | 16 |
| Chitrakala (Painting)           | Institution | 19 |
| Card Making                     | Institution | 10 |
| Rangoli & Alpana                | Institution | 35 |
| Quiz                            | Institution | 40 |
| Salad Decoration                | Institution | 12 |
| Pak Kala (Sweet & Salty)        | Institution | 23 |
| Mehndi                          | Institution | 19 |

### 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 |
|---------|--------------------------|-------------------------|--------|----------|-------------------|---------------------|
| 2018-19 | <i>Nil</i>               |                         |        |          |                   |                     |

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, Deputy Secretary and all Class Representatives are considered as administrative members of students' council and appointed in various committees like student welfare, anti-ragging, 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 and considered as the problems of students can be solved as soon as possible in transparent manner.
- The college has various academic and administrative bodies that aid in its smooth functioning. All these bodies have student 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.

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| <b>5.4 Alumni Engagement</b>  |
| 5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details:<br>(maximum 500 words):   |
| <i>No, the institution does not have a registered Alumni Association.</i><br>But at the Department level most of the departments conduct annual alumni meet and the senior 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. |
| 5.4.2 No. of registered Alumni: <i>Nil</i>  |
| 5.4.3 Alumni contribution during the year (in Rupees) : <i>Nil</i>  |
| 5.4.4 Meetings/activities organized by Alumni Association :   |
| Some PG departments do their alumni meets annually for interaction and obtaining their knowledge as per their fields of expertise. The alumni participated with enthusiasm and shared their experience about the nourishing environment of the department during their study and about their present career. Physics, Chemistry, Zoology and Botany faculties conducted annual alumni meets in their respective departments. These alumni interactions boost the morale of students.                        |

## 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 social service group coordinator.

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

Yes/No/Partial: **Partial** (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

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 are regularly held in all Departments every two years. Semester system was introduced for UG programs in the College from in 2014-15. The UG & PG syllabi for all semesters were developed as per the latest guidelines of the Department of Higher Education, Chhattisgarh Government and affiliating Atal Bihari Vajpayee University, Bilaspur in August 2018.
- ❖ 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 participated 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 participate in online/offline assessment of answer scripts as approved examiners of the university.
- ❖ **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.

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| <ul style="list-style-type: none"> <li>❖ The faculty members are associated with various professional societies for pursuing research in their field of study. Departments of Chemistry, English &amp; Hindi have been approved as Research Center of affiliating Atal Bihari Vajpayee University, Bilaspur.</li> </ul>  |
| <ul style="list-style-type: none"> <li>❖ <b>Library, ICT and Physical Infrastructure / Instrumentation:</b> Our institution has a very rich library which recently has been shifted to the new building. The process for computerization of the central library has been initiated. The books are at present being issued through every PG department library for our students benefit.</li> <li>❖ The physical infrastructures like the college and departmental buildings are maintained by the respective office in-charge. The cleaning of laboratories, class rooms are usually done by the class 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.</li> </ul>          |
| <ul style="list-style-type: none"> <li>❖ <b>Human Resource Management:</b> 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.</li> </ul>   |
| <ul style="list-style-type: none"> <li>❖ <b>Industry Interaction / Collaboration:</b> 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.</li> <li>❖ The institute has collaborated with BALCO plants located at Korba (CG) and Jharsuguda (Odisha). So far in last three sessions 67 students have been recruited and placed as Graduate trainees &amp; 01 as Post Graduate Trainee in the current session.</li> </ul> |
| <ul style="list-style-type: none"> <li>❖ <b>Admission of Students:</b> Admission process is being conducted online from the current session 2015-16. The candidates apply online on website of the college for admission to I, III and V semester of UG and I &amp; III semester of different PG programs (04 UG and 14 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.</li> </ul>  |

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

|   |
|---|
| <ul style="list-style-type: none"> <li>❖ <b>Planning and Development:</b> 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.</li> <li>❖ Purchase of lab equipments and office items is done through GEMS portal.</li> </ul> |
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| <ul style="list-style-type: none"> <li>❖ <b>Administration:</b> All official correspondence to UGC, NAAC, CGDHE, ABV University and other offices is done online through e-mail.</li> <li>❖ Faculty members are administered through e-mail and Whatsapp groups for day to day running of the institute.</li> </ul>   |
| <ul style="list-style-type: none"> <li>❖ <b>Finance and Accounts:</b></li> <li>❖ 1. Preparation of monthly salary statement for teaching and Non-teaching staff is being done using E-PAYROLL the software system of CG Govt.</li> <li>❖ 2. Similarly all other miscellaneous bills of the college for managing the running expenditure are done through E-Bill software of CG Govt.</li> </ul>   |
| <ul style="list-style-type: none"> <li>❖ <b>Student Admission and Support:</b></li> <li>❖ 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 (04 UG and 14 PG) offered by the college. Selected candidates pay fees online too.</li> <li>❖ 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.</li> </ul>  |
| <ul style="list-style-type: none"> <li>❖ <b>Examination and Evaluation:</b> Application forms for all semester and annual examinations are filled online on the college website and portal of ABV University, Bilaspur.</li> <li>❖ The following computerised operations are available for the students:-             <ol style="list-style-type: none"> <li>1. Profile of the students</li> <li>2. Generation of Examination applications</li> <li>3. Hall Ticket with their photo, and name of papers opted by candidate for the examination.</li> <li>4. Release of results through the College Web Site: <a href="http://www.kgcollegeraigarh.in">www.kgcollegeraigarh.in</a></li> <li>5. All circulars from the office of the Controller of Examinations are available online on website.</li> </ol> </li> </ul> |

### 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 |
|---------|-----------------|---|--|-------------------|
| 2018-19 | <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 programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | Dates (from-to) | No. of participants (Teaching staff) | No. of participants (Non-teaching staff) |
|------|--|---|-----------------|--------------------------------------|--|
|      | <i>Nil</i>   |   |                 |                                      |  |

|   |                                 |                               |
|---|---------------------------------|-------------------------------|
| 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) |
| Refresher Program   | <b>Dinesh Dewangan</b>          | <b>10-30 Sept 2018</b>        |
|   | <b>Ranjana Sahu</b>             | <b>03-23 July 2018</b>        |
| Orientation Programme   |                                 |                               |

|  |          |              |          |
|--|----------|--------------|----------|
| 6.3.4 Faculty and Staff recruitment (no. for permanent recruitment): |          |              |          |
| Teaching   |          | Non-teaching |          |
| Permanent  | Fulltime | Permanent    | Fulltime |
| 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.  |

|  |                              |         |
|--|------------------------------|---------|
| <b>6.4 Financial Management and Resource Mobilization</b>  |                              |         |
| 6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)   |                              |         |
| <ul style="list-style-type: none"> <li>❖ All financial transaction - expenditure and purchases of the college are done as per the government guide lines. Department of Higher Education, Government of Chhattisgarh conducts external audit from time to time which is carried out in an elaborate method.</li> <li>❖ The institute has its own internal audit which is a continuous ongoing process in addition to the external audit.</li> <li>❖ 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.</li> <li>❖ 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.</li> </ul> |                              |         |
| 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: Nil   |                              |         |
| Name of the non government funding agencies/ individuals   | Funds/Grants received in Rs. | Purpose |
|  |                              |         |

|  |          |        |          |           |
|--|----------|--------|----------|-----------|
| <b>6.5 Internal Quality Assurance System</b>                         |          |        |          |           |
| 6.5.1 Whether Academic and Administrative Audit (AAA) has been done? |          |        |          |           |
| Audit Type   | External |        | Internal |           |
| Permanent  | Yes/No   | Agency | Yes/No   | Authority |
| Academic   | No       |        | Yes      | IQAC      |
| Administrative   | No       |        | No       |           |



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| 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:<br>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.<br>There was a transparent discussion about attendance of the students, both in theory and practical, behavior of the students in the campus and the need of the students.<br>➤ This year the following departments arranged Parents-Teachers meet in the month of April:<br>English, Geography, Hindi, Pol.Sc, Sociology, Sanskrit, Psychology, Chemistry, Physics, Botany, Zoology and Mathematics.<br>➤ Parents and guardians attended the program and gave feedback and valuable suggestions regarding the improvements of their wards. |

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| 6.5.3 Development programmes for support staff (at least three)   |
| All the supporting staff are encouraged to attend the following departmental programs:<br>1. Seminars on ethics and moral values conducted in the institution specifically about conduct of the staff in providing service to students.<br>2. Training to Lab Assistant and other staffs about use of recently acquired Equipments. |

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| 6.5.4 Post Accreditation initiative(s) (mention at least three)  |
| 1. Library resources are updated.<br>2. More numbers of extension activities are carried out for student awareness,<br>3. Extension of building for class rooms and departments. |
| 6.5.5  |
| a. Submission of Data for AISHE portal : (Yes /No)<br>b. Participation in NIRF : (Yes /No)<br>c. ISO Certification : (Yes /No)<br>d. NBA or any other quality audit : (Yes /No)  |

| 6.5.6 Number of Quality Initiatives undertaken during the year |  |                                |  |                        |
|--|--|--------------------------------|--|------------------------|
| Year   | Name of the activities for quality initiative  | Date of conducting activity    | Duration (from-to)                                       | Number of participants |
| 2018-19  | Organized (02) <i>Yoga Program</i> : 01 for International Yoga Day (3 days) in association with Art of Living Society & conducted 01 Workshop on Yoga & Life | 19-21 June 2018<br>03 Jan 2019 | <b>03 days (7AM-9AM)</b><br><b>01 day (101AM to 3PM)</b> | <b>173</b>             |
| 2018-19  | Organized Plantation Drive <i>Ghar Ghar Jabo, Paudha Lagabo</i> - Awareness Program in Village Gopalpur and Pandripani (NCC Cadets & Zoology Dept.)          | 01 Aug 2018<br>15 Aug 2018     | <b>02 days</b>   | <b>110</b>             |
| 2018-19  | Organized Blood Donation Camp along with Group Test & Hemoglobin Test in association with Red Cross Society  | 21 Aug 2018                    | 01 Day   | 350                    |
| 2018-19  | Organized National De-worming Day in association with Red Cross Society  | 10 Sep 2018                    | 01 Day   | 182                    |

|         |   |  |                |             |
|---------|---|--|----------------|-------------|
| 2018-19 | Organized by Psychology Dept.(04) <i>Mental Health Awareness program</i> -(01) on World Mental Health Day and (02) workshops on <i>Mental health Sensitization; &amp; Preventing Suicide</i> and (01) Study visit to Umeed Old Age Home   | 11 Oct2018<br>24 Jan 2019<br>16 Feb 2019<br>06 Apr 2019            | <b>04 days</b> | <b>241</b>  |
| 2018-19 | Organized 7 days Special camp by NSS cadets for spreading awareness about cleanliness and various govt. schemes for benefit of Bhagora village.   | 15-21Jan<br>2019   | <b>07 days</b> | <b>241</b>  |
| 2018-19 | Organized (01) State level Workshop on <i>Understanding the Universe with Scientific Temperament addressed by BARC scientist</i> &(08) one day Workshops on different themes including <i>Personality Development, GST, E-commerce , Mineral Tracing (by GSI) &amp; Disaster Management (by NDRF)</i> | 5 Dec 2018<br>21,22,27 Jan<br>&<br>5,13 Feb<br>2019<br>25 Apr 2019 | <b>09 Days</b> | <b>916</b>  |
| 2018-19 | Organized (08) one day National Seminars in various departments & (01) State level Symposium on (NAAC& Quality Assurance) .   | 21-28 Feb<br>2019  | <b>09 Days</b> | <b>1125</b> |
| 2018-19 | Organized Activities by NCC Cadets: Cleanliness Drive, Aids Awareness Rally, Khasra Rubaila (Land Records) Jagrukta Rally, Poster & Rangoli Competitions & Blood Donation Camp  | 24 July<br>4 Aug<br>1-2 Oct, 24<br>Nov &1 Dec<br>2018              | <b>06 Days</b> | <b>571</b>  |
| 2018-19 | Organized one <i>State level Cricket Match</i> (Turf Wicket) excluding sector and inter University Matches for CG Govt.   | 30 jan-6 Feb<br>2019   | <b>8 Days</b>  | <b>140</b>  |
| 2018-19 | Conducted National level <i>Concept Test</i> in Chemistry organized by All India Association of Chemistry Teachers in 03 Colleges.  | 06 Oct 2018  | <b>1 day</b>   | <b>141</b>  |
| 2018-19 | Organized Parents-Teacher – Students Meet in different Departments: Economics1/4-36, Pol.Sc.- 1/4- 80, English 2/4- 60, Sociology4/4-28, Chemistry- 4/4-19, Physics 4/4-64, Botany- 5/4- 69, Zoology-5/4-59, Hindi- 5/4- 59, Maths 6/4-52, Sanskrit- 9/4- 32, Psychology 15/4-38, Geography- 25/4-71  | 1-25 Apr<br>2019   | <b>8 days</b>  | <b>667</b>  |

| 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   |                  |        |
| Lecture on Gender Equality   |                                     | 8 Mar 2019   |                                     | 98   |                  |        |
| 7.1.2 Environmental Consciousness and Sustainability/Alternate energy initiatives such as:<br>Percentage of power requirement of the College met by the renewable energy sources<br>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  |                                     | 03   |                  |        |
| 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 of 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 |
| 2018-19  |                                     |  |                                     |  |                  |        |
| 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.<br>Weblink:<br><a href="http://kgcollegeraigarh.ac.in/AQAR2018-19.pdfAnnexure-IV">http://kgcollegeraigarh.ac.in/AQAR2018-19.pdfAnnexure-IV</a> |                  |        |

| 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 2018              | 60                     |
| Independence Day Celebration & Plantation  | 15 Aug 2018                  | 72                     |
| Swatch Bharat Abhiyan  | 02 Oct 2018                  | 168                    |
| National Integration Day   | 31 Oct 2018                  | 48                     |
| Aids Awareness Rally   | 1 Dec 2018                   | 80                     |
| Republic Day Celebration   | 26 Jan 2019                  | 61                     |
| 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)   |                              |                        |
| <ul style="list-style-type: none"> <li>❖ The campus is regularly cleaned and students are advised to minimize the use of plastics to make the campus plastic free.</li> <li>❖ Smoking is prohibited as well as chewing of paan and tobacco (gutkha) etc. as well as spitting openly is discouraged.</li> <li>❖ Carbon neutrality is maintained in the campus as care is taken for low emission of carbon dioxide except from Chemistry labs.</li> <li>❖ There is provision for disposal of E-waste like (unused) old computers, electronic gadgets which are sold as per govt. norms for disposal of scrap materials and e-waste management efficiently.</li> <li>❖ 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.</li> <li>❖ 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.</li> <li>❖ Similarly CFL and LED bulbs are used for energy conservation and making the campus eco- friendly.</li> </ul> |                              |                        |

## 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/AQAR2018-19.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

#### Title- Health Awareness & Preventive Medicare for Students:

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. In addition to this to extend such awareness among parents and provide knowledge about the govt. schemes through which overall health of common people living in the locality can be improved.

The Context- Most of the students admitted to the institution come from rural and tribal areas that lack basic knowledge of maintaining physical and mental fitness. For enrollment in different extension activities like NSS, NCC and sports blood group test is essential. Blood donation is a kindred activity which is done through NCC and NSS cadets and Red Cross Society members. During extension activities by cadets it is observed that knowledge of most health care related govt. schemes can be spread through help of students.

Evidence of Success- Red Cross society is active in our college since its inception. Generally we arranged blood donation camp each year for students in association with district Red Cross society and sent our students for donating blood for emergency patient at the district hospital. We have extended this activity and added Blood Group Test and Hemoglobin Test for all students along with NCC cadets and NSS volunteers. The purpose of Hemoglobin test is to make students aware about personal nutrition level. Most of these tests are conducted by medical officers and technicians of District Hospital. Our Red Cross society has since last two years 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. This best practice has been beneficial for our students as well as spread awareness among their families and their villages about the different govt. health scheme.

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. Additionally for medication of so many students large quantity of medicine we have to seek health of District Hospital or sponsors from outside. We requested the KG Hospital authority for this who agreed reluctantly. But after observing encouraging response from students they readily arranged for medicine for the students and their families. It provided the District Medical authority an effective platform to spread knowledge of those govt. schemes among villages through family members of students.

Notes: This practice can be implemented in other educational institutions as effective medium for campaign of Govt. Health schemes and ensure healthy life of common people.

## BEST PRACTICE 2

### Title- 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. With the advent of International Yoga Day we perceived an opportunity to implement this effectively.

Evidence of Success- In 2015 three days Yoga program was held during International Yoga Day which is extended further by the NCC and NSS cadets among all new entrants to college. In addition to teaching of basic yoga practice as directed by Govt. of India we have invited experts from Art of Living, Gayatri Parivar and Sahaj Yoga organization to provide knowledge of yoga practice to the students. Some of our faculty members are also avid practitioners of Yoga and have taught 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. We have been continuing this practice since three years. One of our alumni is now an international Yoga trainer at Vietnam. This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus.

Problems Encountered and Resources Required - 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. We sought the help from some of experts and motivational speakers from above organizations and got positive response from them. Some of our teaching members especially from Zoology and Psychology departments provide counseling to students. With this practice we have been able to help many students and staff members to balance emotional and professional response.

Notes: This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus. Other institutes can implement this practice and help students for physical and mental fitness and holistic development.

### **7.3 Institutional Distinctiveness**

Kirodimal Government Arts and Science College, Raigarh was founded by Government of Madhya Pradesh in 1958 in the backward region situated in the eastern frontier of erstwhile Central Province bordering Odisha. Our main college campus is located at South Chakradhar Nagar for which the original Building was donated by industrialist philanthropist Seth Kirodimalji, one of his many contributions to Raigarh City which includes the District Hospital, Natwar High School and Govt. Polytechnic; in which it is still functional. The institution has a separate Building for functioning of PG departments of faculty of Humanities at Boirdadar one kilometer away from the main campus. For a long time it was the lone college in the district to cater to the regional educational needs of the majority rural and tribal population.

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. Our college has been affiliated to Dr. Hari Singh Gour University Sagar, Pt. Ravi Shankar Shukla University Raipur and

Guru Ghasidas University Bilaspur since its inception. At present it is affiliated to Atal Bihari Bajpayee Viswavidyalay, Bilaspur. Seth Kirodimalji's vision has come to fruition as at present the institute offers 14 Post Graduate programs in Arts and Science subjects and 04 UG programs including arts, science, and commerce and computer application streams.

Our institute is committed to provide all possible platforms pertaining to Learning in Science & Humanities for not only the professional growth but also for the personal growth of the students by providing transformational teaching and value based education within specific standards. The institution has a motto to achieve academic excellence, promoting quality education with institutional innovations in teaching and learning to induce the students as future manpower for the regional industries and leaders of various developments. For achieving this, the college has started study centers of distance learning of Indira Gandhi National Open University (IGNOU) (2006) and Pt. Sundarlal Sharma Open University, Bilaspur (PSSOU) (20015) an educational innovation of Chhattisgarh Govt. Many professional and skill based courses like PGDCA, DCA and Management etc. as well as value based course like Yoga and Chhattisgarhi Language and Literature etc. 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 study centers.

#### **Enhancing Science Knowledge of Students:**

Our college has initiated distinct practice to enhance the science knowledge of students and increase their competency in the competitive examinations held in their fields. For this national level test for Chemistry for under graduate students organized by All India Association of Chemistry Teachers (AIACT) & All India level Test in Physics for PG students organized by All India Association of Physics Teachers (AIAPT) are introduced in the college in 2015 and has been conducted each year. Till recently three more colleges of Raigarh district have joined us in this effort and followed our best practice. It has encouraged our institutional students as well as students of the other regional colleges and participation number has increased in these examinations. This distinct practice introduced by the institution has helped us to groom the students of the district according to current competitive tests held in science field.

#### **Developing Communicative Skill:**

Another distinct practice of our institution has been to provide all under graduate students standard communicative skills in English language. So a compulsory paper on Communicative skills in English has been introduced since 2015 for the UG 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 to acquire communicative skills in English to help them express better in their work sphere after passing out from college.

### **Creating Placement Opportunities for Students:**

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. 68 students have been recruited so far and effort is on to invite some more local industries in the coming years. We are in communication with some of the local industries to increase our student placement in future. This is also a distinctive effort initiated by our institute although it does not provide technical education.

## **8. Future Plans of action for next academic year (500 words)**

### CURRICULAR ASPECTS

- \*Value-added courses imparting transferable and life skills to be conducted.
- \*To introduce certificate / diploma programs.
- \*To motivate students to join online courses and undertake field projects and internships.

### TEACHING LEARNING PROCESS

- \*To encourage faculty to adopt ICT enabled innovative teaching/evaluation methods.
- \*To encourage faculty to adopt ICT enabled innovative teaching/evaluation methods.
- \*To offer remedial coaching and special guidance for slow learners and advanced learners

### RESEARCH, CONSULTANCY AND EXTENSION

- \*To motivate faculty to enrol /complete doctoral programmes; obtain research guideship; and submit the research proposals to funding agencies.
- \*To provide seed funding assistance to faculty members for promoting research culture.
- \*To increase admissions in research programmes.
- \*To motivate faculty members to publish research papers in the UGC approved referred journals, SCOPUS indexed journal, books etc.,
- \*To increase admissions in research programs.

### INFRASTRUCTURE AND LEARNING RESOURCES

- \*To enhance the availability and usage of e-journals, books.
- \*To increase availability of online e-books and e-journals to students.



### STUDENT SUPPORT SERVICES

\*To conduct capability enhancement and developments programs such as soft skills training life skills, vocational skills, yoga, self-defence, Values etc.

\*To encourage students to participate in intercollegiate activities Viz. Quiz, Debates, sports and other events.

\*To conduct career guidance program, awareness session on opportunities for higher studies/ placement motivation, entrepreneurial avenues, competitive exams etc.

### GOVERNANCE, LEADERSHIP, MANGEMENT

\*To implement 'e-governance' through implementation of College Management System Planning and Development, Administration , Finance and Accounts.

\*To provide sponsors for faculty to attend conference/workshop/seminars etc.

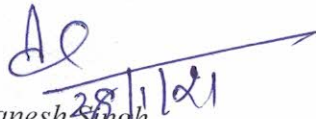
\*To conduct professional development programs for teaching/non-teaching staff.

\*To conduct academic /administrative audit.

### INSTITUTIONAL VALUES & BEST PRACTICES

\*To organize more number of programs relating to gender sensitization, environmental consciousness and sustainability, universal values & ethics etc.

\*To undertake green initiatives promoting eco friendliness and enhance the measures towards divyangjan friendliness.



Name: Dr Dhanesh Singh  
Signature of the Coordinator,  
IQAC



Name : Dr A K Tiwari  
Signature of the Chairperson,  
IQAC

## KIRODIMAL GOVT ARTS &amp; SCIENCE COLLEGE RAIGARH ( C G )

## ACADEMIC CALENDER 2018-19

| MONTH                  | ACTIVITY  |            |
|------------------------|---|------------|
| JUNE<br>01-14<br>15-30 | 01-June Beginning of New session<br>15 JUNE RESULT – B A/ B Sc SEM II, IV VI & MA/M Sc SEM II, IV<br>Staff Council Meeting & Formation of Committees , Separate Committee for BOS, ACADEMIC COUNCIL & GOVERNING BODIES<br>Admission UG & PG SEM I , BOARD OF STUDIES MEETING                            | 06.09.2018 |
| JULY                   | 1-10 July BOARD OF STUDIES MEETING ( For Two Years)<br>1 JULY- COMMENCEMENT OF LECTURES FOR B.A/B Sc SEM III,V<br>1 JULY- COMMENCEMENT OF LECTURES FOR M.A./M. Sc. SEM III<br>15 JULY- COMMENCEMENT OF LECTURES FOR B.A/B Sc SEM I & M.A./ M Sc.SEM I   |            |
| AUGUST                 | 1 <sup>st</sup> WEEK -ACADEMIC COUNCIL<br>2 <sup>nd</sup> WEEK-FINANCE COMMITTEES MEETING   |            |
| SEPTEMBER              | 2 <sup>ND</sup> WEEK – GOVERNING BODIES MEETING<br>4 <sup>TH</sup> WEEK –INTERNAL ASSESMENT TEST –I UG & PG   |            |
| OCTOBER                | 1 <sup>ST</sup> WEEK SUBMISSION OF UG/PG SEMESTER EXAM FORMS<br>2 <sup>ND</sup> WEEK ASSIGNMENTS OF B.A/B Sc SEM I, III,V , PG SEM –I, III<br>2 <sup>ND</sup> INTERNAL ASSESMENT TEST –II UG , & SEMINAR – PG<br>3 <sup>rd</sup> WEEK NSS CAMP  |            |
| NOVEMBER               | 1 <sup>ST</sup> WEEK - SUBMISION OF ENVIRONMENTAL PROJECT OF UG SEM-I<br>3 <sup>rd</sup> WEEK - ATKT EXAMS(PG)<br>4 <sup>TH</sup> WEEK -BEGINNING OF SEMESTER EXAM UG & PG  |            |
| DECEMBER               | 1 <sup>ST</sup> WEEK- SEMESTER EXAM UG & PG<br>2 <sup>nd</sup> WEEK - SEMESTER EXAM UG & PG<br>3 <sup>rd</sup> WEEK- PRACTICAL EXAM PG SEM I, III/ PROJECT<br>4 <sup>TH</sup> WEEK - CULTURAL PROGRAME / ANNUAL FUNCTION<br>4 <sup>th</sup> 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 <sup>RD</sup> WEEK- INTERNAL ASSESMENT TEST –I UG & PG  |            |
| MARCH                  | 1 <sup>st</sup> - WEEK SUBMISSION OF UG/PG SEMESTER EXAM FORMS<br>3 <sup>RD</sup> WEEK- INTERNAL ASSESMENT TEST –II UG & PG<br>4 <sup>TH</sup> WEEK -ASSIGNMENT B.A/B Sc SEM II,IV, VI  |            |
| APRIL                  | 2 <sup>ND</sup> WEEK- PRACTICAL EXAM B Sc SEM II, IV, VI<br>3 <sup>RD</sup> WEEK- PG SEM II, IV & PROJECT REPRT<br>4 <sup>th</sup> WEEK – THEORY EXAM UG SEM II,IV VI& PG SEM II, IV  |            |
| MAY                    | 1 <sup>st</sup> WEEK – THEORY EXAM UG SEM II,IV VI& PG SEM II, IV<br>2 <sup>nd</sup> WEEK- THEORY EXAM UG SEM II,IV VI& PG SEM II, IV   |            |

Coordinator IQAC  
Dr A Sharma

Principal

Dr K L Tandekar

किरोडीमल शासकीय कला एवं विज्ञान  
महाविद्यालय - रायगढ़ (उत्तर प्रदेश)

कार्यालय , प्राचार्य किरोड़ीमल शासकीय कला एवम विज्ञान महाविद्यालय रायगढ़ ( छ ग )  
 क्र 720/IQAC /2018 रायगढ़ दिनांक 16/7 /2018

## आदेश

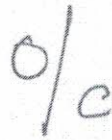
राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद् (NAAC) बंगलुरु के निर्देशनुसार महाविद्यालयीन आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (IQAC ) 2018 का गठन निम्नानुसार किया जाता है

|                   |   |
|-------------------|---|
| डॉ के एल टांडेकर  | प्राचार्य & अध्यक्ष                       |
| डॉ आनंद शर्मा     | संयोजक                                    |
| डॉ ए के तिवारी    | सदस्य                                     |
| डॉ प्रीति षडंगी   | सदस्य                                     |
| डॉ आर के तम्बोली  | सदस्य                                     |
| डॉ धनेश सिंह      | सदस्य                                     |
| डॉ ए के भारती     | सदस्य                                     |
| श्री जी पी बनज    | सदस्य                                     |
| राजेश डेनिअल      | पूर्व छात्र                               |
| राजकिशोर सिंह     | हितधारक                                   |
| प्रमोद जैन        | प्रशासनिक अधिकारी                         |
| श्री आर चौबे      | प्रबंधन , प्रबंधक छ ग ग्रामीण बैंक रायगढ़ |
| श्री सुनील रामदास | स्थानीय सदस्य                             |
| श्री शेषचरन       | छात्र स्नातकोत्तर रसायनशास्त्र            |

उपरोक्त प्रकोष्ठ की कार्य अवधि 02 वर्ष (2018-2020) की होगी । इस अवधि में प्रकोष्ठ शासन एवं यू जी सी के निर्देशनुसार 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

प्रति

- 1-आयुक्त उच्च शिक्षा संचालनालय, छ ग शासन नवा रायपुर
- 2-अपर संचालक, उच्च शिक्षा बिलासपुर संभाग, विज्ञान महाविद्यालय परिसर बिलासपुर
- 3-सभी सदस्य -----
- 4-प्राचार्य फाइल

प्राचार्य  
 Principal  
 K.G. Arts & Science College  
 Raigarh - 498001 (C.G.)

प्राचार्य  
 Principal  
 K.G. Arts & Science College  
 Raigarh - 498001 (C.G.)

आज दिनांक 16 जुलाई 2018 को महाविद्यालय की नवगठित  
IQAC की बैठक में निम्नायुक्त सदस्य स्थापित रहे -

1. डॉ० के० एल० टंडेकर (उपध्यक्ष) -
2. श्री प्रमोद जैन (जिला रोजगार अधिकारी) -
3. डॉ० ए० के० तिवारी - *AK*
4. डॉ० आर० के० लम्बोली - *Amul*
5. डॉ० प्रीति बंडेगी - *Pradarsi*
6. डॉ० धनेश सिंह - *DR*
7. डॉ० ए० के० भारती - *BR*
8. डॉ० जी० पी० बनज - *JP*
9. श्री रविन्द्र चौबे (प्रबंधक, गारीज कैंप) - *Rishu*
10. श्री सुनील रामदास अग्रवाल (उद्योगी) -
11. श्री राजेश डेनिवाल, माकार शासक विभाग - *Rajesh*
12. श्री राजकिशोर सिंह, श्री छात्र - *21.07.18*
13. श्री शेखनूज परेड (छात्र एम० एल० सी० (साक)) - *Shekhar*
14. डॉ० आनंद शर्मा (समन्वयक) - *AS*

संक्रियण प्रक्रिया के समन्वयक के विगत बैठक में लिए  
गए निर्णयों/प्रस्तावों के क्रियान्वयन संबंधी जानकारी निम्नायुक्त  
की गई -

1. महाविद्यालय के छात्रालय भवन के जीर्णोद्धार का कार्य  
प्रारंभ हो चला गया है।
2. नए लाइव स्टैंड के विकास की प्रक्रिया प्रारंभ हो  
चकी है।

Teacher's Signature.....

- 3. महाविद्यालय के कक्षा क्र० 4 को 'प्रोफेशनल हॉल' में विकसित करने हेतु चिन्हांकित कर लिया
- 4. नए पाठ्यक्रमों (बी.कॉम, बी.एड, एम.ए. - संस्कृत/मनोविज्ञान) हेतु शौचालय का पुनः पत्र प्रेषित किया
- 4. महाविद्यालय में एक नए कक्षा को 'कम्प्यूटर' के रूप में चिन्हांकित कर दिना गमा है।

5. महाविद्यालय के नए सभागार (हॉल) में Video Aids की व्यवस्था कर दी गई है।

सन्निधि के सदस्यों के उपयुक्त सत्रों पर संतुष्ट व्यक्त करने के पश्चात्, निम्नांकित नए पत्र पारित किये गए -

1. 'स्वशास्त्री प्रकॉर्ट' का जीर्णोद्धार करते हुए, बंगला हित में श्रेष्ठ निर्माण किया जावे।

2. व महाविद्यालयीन क्षेत्र में लड़के सातायात के महाविद्यालय का एक नया कुल्ले हॉल निर्मित जावे।

3. महाविद्यालय के सभागार का जीर्णोद्धार कराया जावे।

4. महाविद्यालय के खेल मैदान को सुसज्जित करने हेतु नए स्वरूपनवरी आदि का निराकरण कराया जावे।

5. महाविद्यालय के प्राध्यापक कक्षा को सुसज्जित किया जावे।

6. महाविद्यालय में इंटर फॉर्म व्यवस्था का सुसज्जितकरण किया जावे।

7. महाविद्यालयीन कार्यालय की नई स्थापना के लिये

*(Handwritten signatures and initials)*

बैठक

दिनांक 09 जनवरी 2019

आज दिनांक 09 जनवरी 2019 को महाविद्यालय के आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ की आयोजित बैठक में सदस्यों की उपस्थिति निम्नांकित रही -

1. डॉ० के० एल० एंड्रियस (चेयरपर्सन) -
2. श्री प्रमोद जैन (जिला रोजगार इंधि) -
3. डॉ० ए० के० तिवारी (विभागाध्यक्ष - इतिहास) -
4. डॉ० आर० के० लखौली (—) - प्राणशास्त्र -
5. डॉ० प्रो० चंडी (—) - अंग्रेजी -
6. डॉ० पनेश सिंह (—) - (सायनशास्त्र) -
7. डॉ० ए० के० मल्ली (—) - मनोवैज्ञानिकशास्त्र -
8. डॉ० पी० पी० कनका (सहायक - गणित) -
9. श्री रविन्द्र चौबे (प्रबंधक - ग्रामीण बैंक) -
10. श्री सुनील रामदास कुंजवार (प्रतिष्ठ उद्योग) -
11. श्री राजेश उन्मिल (श्री छात्र एवं प्राचार्य) -
12. श्री रागनिशोर सिंह (श्री छात्र एवं उद्योग) -
13. श्री शैल चरण पेंडर (छात्र, एम० एन० (आर)) -
14. डॉ० आनंद कुमार शर्मा (सामन्वयक) -

बैठक में सर्वप्रथम प्रकोष्ठ के सामन्वयक डॉ० आनंद शर्मा ने विगत बैठकों के एलावों / अनुशंसकों के क्रियान्वयन की जागरूकता देने के लिये कहा।

1. महाविद्यालय में एक शर्त सुसज्जित अंशदायक विकसित हो चुका है।
2. महाविद्यालय में एक नया सामन्वयक लॉब लगभग शक्ति की ओर है।
3. महाविद्यालय का प्रश्न 3, 4, अतः एक शर्त सुसज्जित "अंशदायक लॉब" के रूप में विकसित हो चुका है।

जिसे 50 विद्यार्थियों के लिए कक्ष उपलब्ध है।

5. महाविद्यालय में इंटरकॉम की व्यवस्था सुरक्षित कृत की गई है।  
अब महाविद्यालय के विभिन्न विभाग, एकांशपी प्रयोग एवं कार्यालय, प्राचार्य कक्ष एवं वीर्य संघों में है।
6. महाविद्यालय का एकांशपी प्रयोग अब नई लागू किया एवं इसके साथ नए रूप में आया है, साथ ही वहाँ एक छात्रावास के लिए शौच एवं बैठने की व्यवस्था कृत की
7. महाविद्यालय का 'नया उल्लेख द्वार' बनाने का कार्य हो चुका है।
8. महाविद्यालय का 'छात्रावास' भवन का जीर्णोद्धार, रंग रंग बनाने का कार्य हो चुका है, विद्युत व्यवस्था सुरक्षित की जा
9. महाविद्यालय के खेल मैदान में स्वच्छता सुनिश्चित की जा चुकी है।
10. महाविद्यालय के अत्याधुनिक कक्षों में पुस्तकें, रंग रोजन व अन्य सामग्री का कार्य संपन्न हो चुका है।
11. महाविद्यालयीन 'कार्यालय' का पुनः व्यवस्थापन कृत किया गया।
12. महाविद्यालय में निम्नांकित मानक नए प्रावधान लागू हो गए हैं -
  1. जी. काँस — 40 लीटर
  2. जी. पी. ए. — 50 लीटर
  3. एम. ए. संयंत्र -
  4. एम. ए. मैनोविद्युत - 30 लीटर

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13. इस मध्य - छात्र दिवस के इतिहास महाविद्यालय के विभिन्न पाठ्यक्रमों में "लीट टू रि" के प्रस्तावित किया गया था, जिसकी शालन डाटा कीर्ति उपलब्ध, इस निम्नलिखित पाठ्यक्रमों की गई लीट संख्या निम्नानुसार है -

1. एम. एलसी. एसाउग - 15 + 15 = 30
2. एम. एलसी. प्रौद्योगिक शाखा - 15 + 15 = 30
3. एम. एलसी. वनस्पति शाखा - 15 + 15 = 30
4. एम. एलसी. गणित - - - -
5. एम. एलसी. भाषा शाखा - 15 + 18 = 33
6. बी. एलसी. (कायो) - 400  
(गणित) - 240

14. महाविद्यालय सं. दिनांक 05/11/2018 को कक्षा के अंतर्गत One day Workshop on "Career Opportunity" का आयोजन किया गया, जिसमें कला, वाणिज्य एवं विज्ञान संकाय के कुल 271 विद्यार्थियों को एक दिन का लाभ उद्योग / कारखाना सं. प्रसिद्ध महाविद्यालय के उद्योग प्रतिभाषी श्री . . . . . प्रभाव वसा के रूप में आयोजित की। मुख्य आयोजक - डॉ. आर. डी. लखोटी

समिति के सदस्यों के द्वारा उपरोक्त क्रियाकलाप में ध्यानपूर्वक से एक सफल किया गया, और विद्यार्थियों की गति के इतिहास डाटा कीर्ति के लिए निम्नलिखित नये प्रस्ताव जारी किए गए -

① महाविद्यालय सं. उद्योग विभागीय आयोजन एवं विभिन्न क्षेत्रों के विद्यार्थियों के द्वारा प्रस्तुत राष्ट्रीय स्तर की आयोजन की योजना के इतिहास शीघ्र ही महाविद्यालय सं. राष्ट्रीय स्तर के सेमिनारों / कारखानाओं का



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- ② विभिन्न विभागों की पाठ्यक्रम संबंधी- आयोजित हो-  
 वानी यागनी बैठकों में वार्षिक व अर्धवार्षिक पाठ्य-  
 क्रमों अपेक्षित संशोधन / संवर्द्धन किए जाएँ।
  
- ③ अलखियालय में गणव्यवस्थापित कक्षाओं / संकायों (बी. एड /  
 (म. ए. अर्थशास्त्र / लेखा) व शैक्षणिक एवं शैक्षणिक  
 कार्यालयों में जारी उपाय भी जाएँ।

Dr. P. K. Singh

Sharma      Keenra

Kumar      Chander

Sharma      Sharma

Sharma      Sharma

Sharma      Sharma

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

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बैठक

दिनांक

04/2019

महाविद्यलय के आंगण्ड गुणवत्ता प्रकल्प (IGAC) डाटा आउट  
 दिनांक 04/19 की बैठक में आमंत्रित सदस्यों की आर्गनाइजेशन  
 निम्नानुसार रही -

- 1.
2. डॉ. ए. के. तिवारी -
3. डॉ. आर. के. लखौली -
4. डॉ. अनेश सिंह -
5. डॉ. ए. के. भारती -
6. डॉ. प्रीति पंडित -
7. श्री जी. पी. बनज -
8. श्री प्रमोद अंन (छात्रा संघ (अध्यक्ष) -
9. श्री राजेश उन्मिष (छात्र संघ (अध्यक्ष) -
10. श्री राजकिशोर सिंह (छात्र संघ (अध्यक्ष) -
11. श्री रविन्द्र चौक (अध्यक्ष, संयोजक बैठक) -
12. श्री शंभू प्रकाश पटेल (छात्र, एम एलसी, रसायन) -
13. डॉ. आनंद कुमार शर्मा (अध्यक्ष) -

*(Handwritten signatures and initials)*

बैठक में सर्वप्रथम आमंत्रित एवं आंगण्ड सदस्यों का अद्यक्षित  
 आयोजन एवं आंगण्ड आउट, कार्यप्रणाली आदि  
 प्रश्नोत्तर बैठक आनंद शर्मा ने विगत बैठकों के अद्यक्षित  
 पर प्रियान्वयन संबंधी जानकारी निम्नानुसार प्रस्तुत  
 की गई -

- ① महाविद्यलय के नव स्थापित वाणिज्य संकाय के  
 आयोगवलय में "राष्ट्रीय उच्चतर शिक्षा इन्डिया" (रुसा)  
 की योगदानार्थ एव राज्य स्तरीय कार्यशाळा  
 "वस्तु एवं सेवा प्र" (कडा) पर आयोजित की  
 गई, जिसमें रायपुर एवं रायपुर के प्रतिष्ठित

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आ, नगर के उद्योगों / व्यवसायों / महाविद्यालयीन  
 स्थापनों / विभागों के जी. एच. टी. ए. व्यापक  
 आनवृत्तियों की गई एवं उनकी विज्ञापनों को  
 किया गया।

② राष्ट्रीय उच्च शिक्षा परिषद (एन सी ई आर) के अंतर्गत  
 महाविद्यालय के निम्नलिखित से महत्त्वपूर्ण परियोजनाओं  
 की आयोजन किया गया -

- दिनांक - 17.01.2019 One day state level symposium  
 " NAAC Awareness and Quality Assurance "

- दिनांक 27/03/2019 - One day Workshop on " Under  
 the Universe with Scientific Temperament "  
 Chief speaker - Mr. Santosh Takale, Senior Scientist -  
 Mumbai, प्रतिभागियों की संख्या - 126

③ महाविद्यालय के

- दिनांक 25/04/2019 - One day Workshop on " Post  
 development - through Body Language."  
 Organised by - Deptt. of English.  
 प्रतिभागियों की संख्या - 126-110

③ महाविद्यालय के दिनांक 21 से 28 फरवरी 2019 के  
 निम्नानुसार 'राष्ट्रीय सेमिनारों' का आयोजन किया गया।

| दिनांक   | आयोजक विभाग | विषय                               |
|----------|-------------|------------------------------------|
| 21/02/19 | वाणिज्य     | भारत में डेवि विप्लव : समझौते      |
| 21/02/19 | अर्थशास्त्र | आर्थिक विकास एवं पर्यावरण प्रदूषण  |
| 22/02/19 | हिन्दी      | वर्तमान हिन्दी साहित्य : विमर्श के |

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- 24/02/19 संस्कृत - राष्ट्रियकाल संस्कृतिय योगदान
- 25/02/19 इतिहास - भारतीय स्वतंत्रता संग्राम की प्रतिभांग 2012-13
- 26/02/19 राजनीतिशास्त्र - भारत में राजनीति का उपलक्षण
- 27/02/19 समाजशास्त्र/मनोविज्ञान - Impact of Social Media on youth.
- 28/02/19 प्रयोग विज्ञान - अक्षय्य बेकिंग में उच्च विद्या की आवश्यकता

4) महाविद्यालय में 'अक्षय्य' कुविद्यार्थियों के विनाश एवं उपकार उपर्युक्त कक्षा में 'अक्षय्य' ले प्राप्त अनुदान राशि 60 लाख रुपये से आवश्यकता अनुसार उपकरण खरीद कर, विभिन्न अक्षय्य कुविद्यार्थियों का विनाश किया गया है, इससे महाविद्यालय कापठ विज्ञान में लक्षित होगा।

5) महाविद्यालय में 'अक्षय्य' स्तर की सेमेस्टर परीक्षाओं में प्रश्न पत्रों के अनुक्रम में कुविद्यार्थियों उत्तर कुविद्यार्थियों का निर्माण किया गया है, इससे न केवल परीक्षाओं में उत्तर देने में कठिनाई उत्पन्न होगी।

6) महाविद्यालयी 'अक्षय्य' / 'अक्षय्य' की इच्छित ICT विभागीय कक्षा में कम्प्यूटर कक्षा की पूर्ण सुसज्जित करके SMART BOARD उपकरण प्रदान किया गया है, जिससे विभिन्न शैक्षणिक स्तरों पर अक्षय्य इच्छित उपयोग कर, विद्यार्थियों में लक्षित कर रहे हैं।

7) सत्र 2018-19 में सी. डिप्लोमा 01/04/2019 से 04/04/2019 में प्रथम महाविद्यालय में हिन्दी, गणित, इतिहास, राजनीति विज्ञान, समाजशास्त्र, रसायन शास्त्र, भौतिक शास्त्र, जीवशास्त्र एवं पत्राचार शाला विभागों में "विश्व - अक्षय्य केंद्र" संघन की गई, अन्य शेष विभागों में संस्कृत, मनोविज्ञान एवं प्रयोग में से केंद्र आगामी दिनों में उद्घाटित है।



# 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 आतंक 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 कक्षों, प्रयोगशालाओं या वाचनालयों में पंखों, लाइटों, फर्निचरों, इलेक्ट्रिक फिटिंग आदि की तोड़फोड़ करना दण्डात्मक आचरण माना जाएगा।

### परीक्षा संबंधित नियमः—

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 क्षेत्रः—

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।