SELF STUDY REPORT

For

II Cycle Accreditation

of

KIRODIMAL GOVT ARTS & SCIENCE COLLEGE, RAIGARH (CHHATISGARH) - 496001

www.kgcollgeraigarh.ac.in

Submission Date-
21 January 2022

to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BENGALURU - 560 072

AUGUST 2021

1. Executive Summary

Every HEI applying for the A&A process shall prepare an Executive Summary highlighting the main features of the Institution including-
The Executive summary shall not be more than 5000 words.

- **Introductory Note** on the Institution: location, vision mission, type of the institution etc.

Kirodimal Government Arts and Science College was founded in 1958 by Government of Madhya Pradesh in Raigarh district bordering Odisha. Raigarh DHQ is situated on the Howrah-Mumbai railway corridor (SECR) at a distance of 300 kilometers (by Train) and 350 kilometers (by road) from Chhatisgarh state capital Raipur. Nearest Veer Surendra Sai domestic Airport located at Jharsuguda (Odisha) is 90 kilometers from Raigarh. Our main college campus is located at South Chakradhar Nagar and the original Building in which it is still functional was donated by industrialist philanthropist Seth Kirodimalji, one of his many contributions to Raigarh City. The institution has a separate Building for PG departments of Arts faculty at Boirdadar one kilometer away from the main campus. For many years it was the lone college in the district to cater to the regional educational needs of the majority rural and tribal population consisting scheduled tribes and other socially marginalized groups. The college motto is "*Humility Bedeck Knowledge*".

Down its history it boasts of being led by poet professor Rameshwar Shukla 'Anchal' and many more educationists to add to its distinctive status. Since its inception the college has been affiliated with Dr. Hari Singh Gaur University Sagar (1958-63); Pt. Ravi Shankar Shukla University Raipur (1963-1983) and Guru Ghasidas University Bilaspur (1983-2012). It was given autonomy status by UGC from1995-1996 to 2015-2016. Since 2016 it is affiliated with Atal Bihari Bajpayee Viswavidyalay, Bilaspur (1912-2020) and from the session (2020-21) onwards it has been affiliated with newly founded Shaheed Nand Kumar Patel University, Raigarh. 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 BA, BSC, B Com and BCA. The college has study centers of IGNOU (2006) and Pt. Sundarlal Sharma Open University, Bilaspur (2015) to facilitate

distance education. Many professional and value based courses on Computer and Management, Yoga and Chhattisgarhi Language and Literature etc. are available for our students. The employees of various industries and factories located in the region are also benefited by our college study centers.

Vision: Our institute is committed to provide all possible platforms pertaining to Learning in Science, Humanities and Commerce for not only professional but also for personal growth of the students through transformational teaching and value based education within prescribed standards. The institution has the motto "*Humbleness Graces Bedeck Knowledge*". It strives 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. Its vision includes- Pursuit of knowledge, to develop research aptitude and innovation, to impart holistic and transformative education and to nurture future leaders with humanity and respect for human values.

Mission:

Its mission is to train young men and women to become better citizens of the country, develop competencies and skills necessary for being successful in life. The college stringently adheres to its motto "*Humility decorates Knowledge*".

• To impart world-class higher education.

• To empower students to evolve as creative and intellectual professionals.

• To provide a conducive environment for collaborative opportunities between industry and the academia.

• To evolve socially responsible men and women, sensitive and sensitized to green environment.

• To raise outstanding citizens who bring value to society and contribute towards nation building.

Criterion-wise Summary on the Institution's functioning in not more than 250 words for each criterion.

Criterion I: Curricular Aspects

Presently the college is offering Four (04) Under Graduate programs (BA, B.Sc., BCA & B. Com) and Fourteen (14) Post Graduate programs Nine (09) in Arts & Five (05) in Science subjects. Semester system is implemented for both UG &PG programs in 2015. As affiliated college we follow the guidelines of 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. Each faculty member prepares action plan semester/month wise for each allotted paper dividing the curriculum into classroom sessions and practical hours. Project works, assignments, seminars and field study trips are also planed keeping in view the requisites of the program.

There is a documented process 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 for proper execution of plan to cover the syllabus as per schedule.

Criterion II –Teaching-Learning &Evaluation

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 LCD projectors and E-resources to supplement classroom lectures. We have taken initiatives to train senior faculty members through in-house faculty to make them familiar with the use of computers. 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.

The college ensures fulfillment of the objectives of Teaching-Learning by implementing it in the following ways: (a) by reviewing the progress of the syllabus through periodic meetings and (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. All our regular faculty members participate in online/offline assessment of answer scripts as approved examiners of the university.

The schedule of internal test for UG programs is prepared as per university guide lines and conducted by college examination committee. For PG class the schedule of internal test/seminar is prepared and conducted by the respective departments and topics for seminar/assignments are also allotted to students well in advance. In each semester the term end examination is conducted in time and result is declared through notification in the college website. Overall passing out of students in final degree is

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

The college provides excellent environment for research activities. Of the 37 regular faculty members 22 are PhD degree holders and two non-PhD regular faculties have enrolled themselves for the Doctoral Program this year. The college provides research facilities to scholars in English, Hindi and Chemistry as authorized research centers of the affiliating ABV University. Two faculty members Dr Dhanesh Singh in Chemistry and Dr Charu Chandra Mishra in English are approved supervisors of ABVV and Pt Sundarlal Sharma Open University, CV Raman Univ. located in Bilaspur and co-supervisor of other universities. During last five years two (02) scholars in Chemistry and five scholars (05) in English have been awarded PhD degrees. A few scholars have completed course work for PhD registration in Atal Bihari Vajpayee University soon.

The college invites faculties and experts from various fields to impart knowledge and to train students by organizing National level, State level and District level Seminars and Workshops. In last five years 12 seminars and 12 webinars have been conducted by various departments. The faculty members have presented 87 research papers in national/international/state level seminars and conferences and published around 50 papers in standard journals and edited books.

The college promotes the use of ICT in teaching and learning process. The college has a computer lab for the training and skill enhancement of the students. Our college has study centers of IGNOU and PSSOU to facilitate students in pursuing vocational course on

Computer application. Along with these, project work, field study tours and developing communicative skills in English for students is compulsory components of various programs.

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

The college has two Campuses:-

Main campus situated at South Chakradhar Nagar:

Total Area-10 Acres

Built Up Area-9717.85 Sq Mts

(Principal's office, 07 PG Faculties- 05 of Science (Physics, Chemistry, Mathematics, Botany & Zoology) and 02 of Arts (Geography and English) are located here. The 04 UG programs (BA, B Sc, B Com, and BCA) are conducted from here. There are --- class Rooms, 05 Labs (Physics, Chemistry, Botany, Zoology & Computer lab with 50 computers) office of Sports, NCC & NSS; Examination Cell, IQAC cell, IGNOU study center, one Staff Common Room, one Girls' Common Room)

Library Building is separately built with Librarian's office and two sprawling rooms stacking, Almirahs and racks of books.

PG campus located at Boirdadar:

Total Area-1.5 Acres

Built Up Area- 1440 Sq Mts

It houses PG faculties of Arts for 06 subjects, namely- Economics, Hindi, History, Political Science, Psychology, and Sociology and the Study Center of PSSOU. (25 Rooms, 01 Seminar Hall)

CRITERION V – STUDENT SUPPORT AND PROGRESSION

The college has a fully functional NCC unit under 28 CG Battalion managed efficiently by trained faculties for training of cadets for national service. The NSS cadets of the college are groomed as volunteers for social service. The placement cell of the college also provides necessary inputs and training to students enhancing their employability and skillfulness. Within last five years 68 students have been selected as graduate trainees by BALCO, Korba and Vedanta group of industries, Jharsuguda.

The college has an active Red Cross unit conducting Blood group and hemoglobin tests to monitor personal nutrition level of students. In association with district hospital it has spread awareness about public healthcare schemes like De-worming and Filaria Control Program (APELF) through medication of students and their family members.

In sports activity our college has been functioning as a lead performer and manager at various level by conducting district, zonal and states level matches for higher education department. Our sports persons have commendable record in various games and athletics. The college has developed a ground with turf cricket pitch for promoting cricket lovers of the region and conducted two state level matches in last five years.

The faculty members provide personal counseling to students in study as well as personal matters to nurture their growth. Psychology department has conducted few counseling sessions and lectures to create awareness among students on mental hygiene and handling of stress due to personal or social reasons.

CRITERION VI– GOVERNANCE, LEADERSHIP & MANAGEMENT

Different sub-committees (49) are formed 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 faculty members of 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/Study Centres 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.

CRITERION VII–INSTITUTIONAL VALUES AND BEST PRACTICES

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

Exposure to acquire professional degree: To enhance the professional skills of students and to acquire additional degree through study centers of Pt. Sundarlal Sharma Open University and Indira Gandhi National Open University (IGNOU) some professional and skill based courses have been introduced in the institution.

Enhancing Science Knowledge: To enhance science knowledge among students. National level test in Chemistry for UG and Physics for PG students organized by All India Association of Chemistry Teachers (AIACT) & All India Association of Physics Teachers (AIAPT) are conducted each year.

Developing Communicative Skill: Another distinct practice of our institution has been to develop standard communicative skills in English language in under graduate students. In addition to basic grammatical knowledge the students are taught speaking skills through support of class teachers.

Creating Placement Opportunities: In order to provide excellent placement opportunities to the students the institution has been conducting campus recruitment since 2016. 68 students have been recruited so far and effort is on to invite some more local industries in the coming years.

Health Awareness & Preventive Medicare–To create health awareness among students and ensure their fitness Blood Group and Hemoglobin Tests are conducted by Red Cross society. Through National Filaria Control Program (APELF) de-worming medication is provided to students and their family.

Yoga Culture & Holistic Development: To nurture "Healthy mind in Healthy body" through Yoga experts and trained faculty members the students are being guided in yoga practice to monitor their physical and mental health.

Brief note on **Strength Weaknesses Opportunities and Challenges (SWOC)** in respect of the Institution:-

SWOC ANALYSIS OF THE COLLEGE

- **INSTITUTIONAL STRENGTH**
    1. Sixty two years old Lead Co-education College in District Head Quarter.
    2. Study facility in 04 UG programs (BA, BSC, BCA & B Com) & 14 PG courses 05 Science (Chemistry, Physics, Botany, Zoology & Mathematics) & 09 Arts subjects (Geography, Economics, English, Hindi, History, Political Science, Psychology and Sanskrit & Sociology).
    3. Growing student strength (4200 at present), positive seat demand ratio 1: 3; at least 10 % increase in seat strength in last five years.
    4. Qualified teaching faculty with research experience.
    5. NET/SET qualified teachers recruited through CGPSC.
    6. Strict and timely examination and transparent evaluation process.
    7. Govt. Scholarship for ST/SC/OBC and Minority students.
    8. Internet and Wi-Fi facility in Campus.
    9. Library with good collection of text books and reference books.
    10. Reading Room with News papers & books for competitive exams.
    11. Sports facilities with sprawling play ground & Turf Cricket facility.
    12. Active NCC, NSS & Red Cross units.
    13. Value based education through Yoga and personality development programs.
    14. Ragging free atmosphere and psychological counseling in the college.
    15. Pollution free and eco-friendly green and clean campus.
    16. Proper drinking water facilities with water coolers.

- **INSTITUTIONAL WEAKNESS**
    1. Shortage of regular teaching faculty and office staff.
    2. Poor Teacher - Student Ratio as many teaching posts are vacant.
    3. Shortage of classrooms and laboratory space to accommodate growing student strength and limited departmental rooms.
    4. PG Laboratories need to be well-equipped and updated to accommodate current student strength.

5. Improper Librarian management due to non-Posting of regular and trained librarian which is vacant since April 2002.

6. Untapped Alumni Resources for academic and economic development of College.

- **INSTITUTIONAL OPPORTUNITIES**

    1. Tribal and backward communities can have better opportunities of higher education and employment in Govt. and corporate sector.

    2. Introduction of more professional programs like BBA, MBA, M Com, MCA & MSW etc. can ensure greater student progression and employability.

    3. Initiatives to increase enrollment of more unemployed youth and employees in professional courses of IGNOU & PSSOU can upscale the district employment base.

    4. Encouraging more collaboration and Research study at national level.

    5. Introduction of Skill enhancement add on programs like IT, Journalism and Mass Communication, E-commerce etc. can definitely enhance the employability.

- **INSTITUTIONAL CHALLENGE**

    1. To sustain the interest of the students in general subjects vis-à-vis employability.

    2. To fill up the vacancies of permanent teachers and technical staff by Govt.

    3. Getting adequate fund from UGC, RUSA and CG Govt. for infrastructure and general development.

    4. To increase the participation of student in co-curricular and extracurricular activities.

    5. Automation of Library and procuring more reference books and research journals.

    6. Tapping the Alumni input and support in terms of academic and financial support for Institutional development.

- **Any additional information** about the Institution other than ones already stated.
- **Over all conclusive explication** about the institution's functioning.

2. Profile of the Institution

1. Basic Information

Name and Address of the College	
Name	**KIRODIMAL GOVERNMENT ARTS & SCIENCE COLLEGE**
Address	**CHAKRADHAR NAGAR**
City	**RAIGARH, PIN- 496001 (CG)**
State	**CHHATTISGARH**
Website:	www.kgcollegeraigarh.ac.in

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr A K Tiwari	**O:07762-222966**	9713980334		kgcraigarh1958@gmail.com
NAAC Coordinator	Dr C C Mishra		9425276180		dr.ccmishra@gmail.com
IQAC Coordinator	Dr D Singh		9685325285		kgcraigarh.iqac@gmail.com

3. Status of the Institution:
   Affiliated College
   Constituent College
   Any other (specify)

4. Type of Institution:

   a. By Gender
      i. For Men
      ii. For Women
      iii. Co-education

   b. By Shift
      i. Regular
      ii. Day
      iii. Evening

5. It is a recognized minority institution?

   Yes   **No**

6. Sources of funding: **Government** /Grant-in-aid /Self- financing/ Any other

7. a. Date of establishment ‾‾‾‾‾ **19/08/1958**
   of the college: (dd/mm/yyyy)

   b. University to which the college is affiliated /or which governs the college
   (If it is a constituent college) | **Shaheed Nandkumar Patel Vishwavidyalay, Raigarh**

   c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	19 -08-1958	UGC Letter Dt16-05-2016
ii. 12 (B)	19 -08-1958	UGC Letter Dt16-05-2016

   (Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

   d. Details of recognition/approval by statutory/regulatory bodies like AICTE, NCTE, MCI, DCI, PCI, RCI etc (other than UGC).

Statutory Regulatory authority	Recognition/ Approval details Institution/ Department Program	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks

   (Enclose the recognition/approval letter)

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

   Yes ☐   No ☐

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

   Yes ☐   No ☐

9. Is the college recognized

   a. by UGC as a College with Potential for Excellence (CPE)?

   Yes ☐   **No** ☐

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

   b. For its performance by any other governmental agency?

   Yes ☐   **No** ☐

   If yes, Name of the agency …………………… and

      Date of recognition: …………………… (dd/mm/yyyy)

10. Location of the campus and area in

Sq. mts.: Location*	Main Campus Chakradhar Nagar, Raigarh	Arts PG Campus Boirdadar, Raigarh
Campus area in sq. mts.	10 Acres (40468.56Sq Mts)	1.5 Acres (6070.28 Sq Mts.)
Built up area in sq. mts.	9717.85	1440 Sq Mts

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

11.   Details of programmes offered by the college
(Data for latest academic year- (2021-22)

Sl. No.	Program Level	Name of Program/ Course	Duration	Entry Qualification	Medium of Instruction	Sanctioned/ Approved Student Strength	No. of Students Admitted
1	Under Graduate	BA (English Literature, Hindi Literature, History, Political Science, Sanskrit, Economics, Sociology & Geography Psychology-30)	3 Years	10+2	Hindi & English	400	400
2	Under Graduate	BSC ((Physics, Chemistry, Mathematics Botany, Zoology)	3 Years	10+2	Hindi & English	710	699
3	Under Graduate	BCA	3 Years	10+2	Hindi & English	80	80
4	Under Graduate	B Com	3 Years	10+2	Hindi & English	100	100
5	Post Graduate	MA Geography	2 Years	BA	Hindi	40	40
6	Post Graduate	MA Economics	2 Years	BA	Hindi	40	30
7	Post Graduate	MA English	2 Years	BA	English	40	33
8	Post Graduate	MA Hindi	2 Years	BA	Hindi	45	43

9	Post Graduate	MA History	2 Years	BA	Hindi	40	40
10	Post Graduate	MA Pol. Sc.	2 Years	BA	Hindi	40	35
11	Post Graduate	MA Psychology	2 Years	BA	Hindi	40	21
12	Post Graduate	MA Sanskrit	2 Years	BA	Hindi	50	17
13	Post Graduate	MA Sociology	2 Years	BA	Hindi	40	38
14	Post Graduate	MSC Botany	2 Years	BA	Hindi	40	40
15	Post Graduate	MA Chemistry	2 Years	BA	Hindi	40	40
16	Post Graduate	MSC Physics	2 Years	BA	Hindi	40	40
17	Post Graduate	MSC Zoology	2 Years	BA	Hindi	40	40
18	Post Graduate	MSC Mathematics	2 Years	BA	Hindi	55	55

12. Please fill in the following details if applicable:

Number of Programs	Self-financed Programs offered	New Programs introduced during the last five years
04	**Nil**	UG- 02 (BCA, B Com) MA- 02 (Psychology, Sanskrit)

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

Faculty	Departments (ex. Physics, History etc.)	UG	PG	Research
Science	Botany, Chemistry, Physics, Mathematics, Zoology	BSC	MSC	PhD-Chemistry
Arts	English, Economics, Hindi, History, Political Science, Sanskrit, Sociology, Geography & Psychology	BA	MA	PhD-English Hindi
Commerce	Commerce	B Com	Nil	Nil
Any Other Specify	Computer Application	BCA	Nil	Nil

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

Positions	Teaching faculty						Non-teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/ University/ State Govt.	14				50		27		08	
Recruited	05	01			13	18	11	03	05	03
Yet to Recruit	08				19		13		00	
Sanctioned by the Management/ Society/ Other Authorized Bodies	0				0		0		0	
Recruited										
Yet to Recruit	0				0		0		0	

*M-Male *F-Female (Note- Posts for Male/Female not specified by Govt.)

15. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.	05	01			05	11	22
M. Phil.					02	01	03
PG					06	06	12
Part-time /Temporary teachers(Guest Lecturers)							
Ph.D.							
M. Phil.							
PG							

16. Number of Visiting Faculty /Guest Faculty engaged with the College.   21

17. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2017-18		Year 2 2018-19		Year 3 2019-20		Year 4 2020-21	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	236	230	272	247	279	288	285	342
ST	302	338	363	423	385	516	483	604

OBC	664	763	780	943	786	1117	858	1237
General	130	190	130	186	126	198	121	215
Others	Nil	Nil	Nil	Nil	Nil	Nil		
Total	1332	1521	1545	1799	1576	2119	1747	2398
	2853		3344		3695		4145	

18. Details on students' enrollment in the college during the current academic year: 2021-22

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located			00	02	
Students from other states of India		03	0	0	
NRI students	0	0	0	0	0
Foreign students	0	0	0	0	0
Total					

19. Please fill in the following details if applicable:

Unit Cost of Education	Including Salary Component	Excluding Salary Component

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

20. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

   Cycle 1: **28/03/2010**   Accreditation Outcome/Result- **B**

21. Date of establishment of Internal Quality Assurance Cell (IQAC)
    IQAC … (dd/mm/yyyy) **26/11/2012**
22. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC

   AQAR (i)   2015-16 - **26/03/2021**
   AQAR (ii) 2016-17 - **26/03/2021**
   AQAR (iii) 2017-18 - **26/03/2021**
   AQAR (iv) 2018-19 - **30/03/2021**
   AQAR (v) 2019-20 - **31/03/2021**
   AQAR (v) 2020-21 - **31/03/2021**

3. Extended Profile of the Institution

1 **Programme**:

1.1   Number of courses offered by the Institution across all programs during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	UG-2, PG-12	UG-2, PG-12	UG-4, PG-14	UG-4, PG-14	UG-4, PG-14

2 **Student**:

2.1 Number of students year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	20-21
Number	**2526**	**2853**	**3344**	**3695**	**4145**

2.2   Number of seats earmarked for reserved category as per GOI/ State Govt. rule year wise during the last five years

Year	2015-16	2016-17	2017-18	2018-19	2019-20
Number					

2.3   Number of outgoing/ final year students year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	502	687	627	1151	935

3 Academic:

3.2 Number of full time teachers year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	21	34	35	37	37

3.3 Number of Sanctioned posts year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	58	62	64	64	64

4. Institution:

4.1 Total number of Classrooms and Seminar halls - 33

4.2 Total expenditure excluding salary year wise during the last five years (INR in lakhs)

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	7645493	7039405	6082790	15276241	17005705

4.3 Number of Computers:

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**28**	**28**	**53**	**56**	**56**

PG Colleges

REVISED ACCREDITATION FRAMEWORK

Criterion 1 – Curricular Aspects (100)

Key Indicator – 1.1 Curricular Planning and Implementation (20)

Metric No.		Weight age
1.1.1 Q_lM *The Institution ensures effective curriculum delivery through a well planned and documented process-* Write description of initiatives in not more than 500 words		**10**

- Our institution follows the guidelines of the affiliating *Atal Bihari Vajpayee University, Bilaspur* for effective and timely delivery of the curriculum.

- The college prepares the academic calendar for the session incorporating the vacation and special holidays announced by CG Govt. in terms of course completion, internal assessment and practical examinations.

- All the departments in the college prepare Teaching plans before the commencement of the academic session for individual courses.

- Each faculty member prepares action plan semester/month wise for each course- dividing the curriculum into classroom sessions and practical hours.

- The topics/lessons to be taught by individual faculty members are notified in the class in advance in the first week of every month.

- Project works, assignments, seminars and field study trips are also planed keeping in view the requisites of the program.

- The schedule of internal test/seminar for PG class is prepared by the respective departments in the beginning of each semester and topics for seminar/assignments are also allotted to students well in advance.

- Primarily the college relies upon the globally trusted and followed teaching strategy, the chalk and talk- lecture method.

- However, some of the teaching faculties teach through latest technology using Laptop and LCD projectors to supplement classroom lectures through Power Point presentation.

- 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:

- By reviewing the progress of the syllabus at its periodic meetings.

- 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.

File Description
- Upload Additional information
- Link for Additional information

1.1.2 Q₁M   **5**

The institution adheres to the academic calendar including for the conduct of CIE

Write description in maximum of 500 words

- The college adheres to the academic calendar of affiliating ABV University for implementation of continuous internal evaluation systems.

- Accordingly, the academic calendar includes information regarding the commencement of the examination and College Examination Cell notifies schedule for UG internal examination for different programs/semesters.

- It also specifies the dates of the term-end examination. Students get prior information on practical examinations and viva-voce and theory examinations.

- In case of any change in the examination schedule due to any exigency, these changes are communicated to the students well in advance and time tables are prepared and implemented accordingly.

- The teachers prepare teaching plans by proper distribution of syllabus according to the academic calendar.

- UG Internal examinations are conducted twice in the session- in October for Semester students of 1st, 3rd & 5th and in March for 2nd, 4th & 6th semester students.

- Practical examination for 2nd, 4th & 6th semester students of Science stream and Arts (Geography, Psychology) is conducted before Term end examination in the month of March/April.

- Apart from these two internal assessments, each student has to submit one assignment in each paper. The student collects material from library and internet in consultation with the class teacher to prepare assignment.

- After the examination is over each faculty member of the respective department evaluates the answer scripts and makes notes of the error in the answer scripts. Thereafter he shows the evaluated scripts to students for verification and transparency.

- For the 6th semester UG students in all programs for the compulsory paper on Communication Skills in English test is conducted through a project work and

viva-voce/group discussion.

- The institution also conducts quiz/debate/other competitions for knowledge improvement of the students.

- For PG programs the internal examination is conducted by the respective faculty members with prior information to students about the schedule.

- It involves two internal tests, one assignment and one seminar presentation on a topic allotted by the teacher for each student. These tests are completed before semester Term end examination.

- The college conducts the final exam for 1st, 3rd and 5th semesters in the month of December and final exam for for 2nd, 4th and 6th semesters in the month of May/June.

- Practical examination for each semester students of Science stream and Arts (Geography, Psychology) is conducted before Term end examination.

- The final semester students of MA Geography, Psychology departments have Project work of 100 marks. These 100 marks have two components wherein 20% weightage is awarded to the students for paper presentation and 80% is awarded for the preparation of the project.

- This project paper/assignment in PG course is guided by the teachers of the department, where the respective departments select topics from their syllabus.

- The objective of the assignment/project work is to augment their knack for research through material collection, critical thinking, analytical skills, and collaborative learning skills.

- Along with the continuous internal evaluation, some departments organize educational tours to give students first hand/ practical knowledge.

- Thus throughout the session, the academic performance of the students is evaluated to upgrade them.

File Description
- Upload Additional information
- Link for Additional information

1.1.3 Q_nM

Teachers of the Institution participate in following activities related to   **5**
curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. *Academic council/BoS of Affiliating university*
2. *Setting of question papers for UG/PG programs*
3. *Design and Development of Curriculum for Add on/ certificate/ Diploma Courses*
4. *Assessment /evaluation process of the affiliating University*

Options

1. *All of the above*
2. <u>*Any 3 of the above*</u>
3. *Any 2 of the above*
4. *Any 1 of the above*
5. *None of the above*

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	21	34	35	37	37

Data requirement: (As per Data Template)
- Number of teachers participated
  Academic Council of ABVV - 02
  Setting of Question papers -
  Assessment /evaluation process -
- Name of the body in which full time teacher participated
- Total number of teachers

Documents: Upload the scanned copies of the letters issued by the affiliating university / institutions w.r.t. the activity in which the teachers are involved.

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

Key Indicator- 1.2 Academic Flexibility (30)

Metric No.		Weight age
1.2.1. Q_nM ***Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented -***		**10**

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

Data Requirement: (As per Data Template)
- Name of all Programmes adopting CBCS
- Name of all Programmes adopting elective course system

Formula: $\dfrac{\text{Number of Programmes in which CBCS or elective course system implemented}}{\text{Total number of Programmes offered}}$ **X 100**

File Description (Upload)
- Any additional information
- Minutes of relevant Academic Council/ BOS meetings
- Institutional data in prescribed format (Data Template)

Number of Add on /Certificate programs offered during the last five years　　　　**10**

1.2.2.1: How many Add on /Certificate programs are added within the last 5 years-

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	0	0	0	0	0

Data Requirement for last five years: (As per Data Template)
The template is combined with 1.2.3
- Names of the Add on /Certificate programs with 30 or more contact hours
- No. of times offered during the same year
- Total no. of students completing the course in the year

File Description (Upload)
- Any additional information
- Brochure or any other document relating to Add on /Certificate programs
- List of Add on /Certificate programs (Data Template)

1.2.2. Q$_n$M
Average percentage of students enrolled in Add-on/Certificate programs as against the total number of students during the last five years　　　**10**

1.2.2.1.Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years-

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	0	0	0	0	0

Data Requirement: (As per Data Template)
- Total number of students enrolled in certificate / Add –on programs
- Total number of students across all the programs

Formula:

$$\text{Percentage per year} = \frac{\text{Total number of students enrolled in certificate / Add -on programs}}{\text{Total number of students across all the programs}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description(Upload)
- Any additional information
- Details of the students enrolled in Subjects related to certificate/Add-on programs

Key Indicator- 1.3 Curriculum Enrichment (30)

Metric No.		Weight age

1.3.1. Q₁M

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum   **10**

- Issues related to Professional Ethics, Gender, Human Values and Environment have been incorporated in the syllabus of various courses under ABVV, Biaspur.

- (I) Environment Study is prescribed as a compulsory paper for Semester I of all under graduate programs. In Environment Studies, students learn about ecology, natural resources, pollution of nature and remedial measures, conservation of nature, biodiversity, management of the environment, human population and other related social issues.

- (II) Human rights study is a part of the UG & PG Political Science course students. The study involves basic concepts on human rights, classification of human rights, humanitarian law, human rights movement in India, the role of national human rights commission, the human rights of children, women, refugees, and under privileged people.

- (III) Gender related study is part of the syllabus of BA/MA English Literature, Sociology, Psychology, and Political Science courses. In Women Studies paper literature students read theory of Feminism along with writings of male and female authors comparing presentation and interpretation of various social and psychological issues of women down centuries.

- In Political science and sociology courses students learn about various movements, gender rights, legal rights of women, gender and society, gender and the nation and women's representation in the decision making process. In psychology course, gender behavior is taught in various fields of activity like domestic, work place, offices, economic and social platforms. They also learn about contemporary issues like dowry problem, female feticide and infanticide, domestic violence and remedial measures for gender parity.

- To make these learning more effective gender sensitization programs are conducted by the college. International Women's Day is celebrated every year in college in which lectures, debates are arranged on gender issues.

- The students learn about professional ethics through practical conducts and behavior in class rooms, NCC and NSS activities and training camps. Through value education like Yoga and meditation students are imparted mental discipline and moral conduct.

- The introduction of such courses helps develop a positive attitude and temperament among the students by deepening their awareness of moral human values so that they grow up to be responsible citizens of the nation and their surrounding environment.

Upload a description in maximum of 500 words
File Description (Upload)
- Any additional information
- Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

1.3.2. Q_nM
Average percentage of courses that include experiential learning through project work/field work/internship during last five years   **10**
1.3.2.1: Number of courses that include experiential learning through project work/field work/internship year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	02	02	02	03	04

Data Requirement for last five years: (As per Data Template)
- Name of the Course
- Details of experiential learning through project work/field work/internship
- Name of the Programme

Formula:

$$\text{Percentage Per Year} = \frac{\text{Number of courses that include experiential learning through project work /field work/internship}}{\text{Number of courses in all Programmes}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description: (Upload)
- Any additional information
- Programme / Curriculum/ Syllabus of the courses
- Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses.
- MoU's with relevant organizations for these courses, if any

Average percentage of courses that include experiential learning through project work/field work/internship (Data Template)

1.3.3. Q$_n$M
Percentage of students undertaking project work/field work / internship (Data for the latest completed academic year)   **10**

1.3.3.1. Number of students undertaking project work/field work / internships
Academic year- 2020-21

Academic Year	Name of Program	No. of Students undertaking project work	Total No. of students in the Program
Number	BCA	**39**	**39**
	MA Geography	**31**	**31**
	MA Psychology	**13**	**13**
		02%	Total No of students-**4145**

Data Requirement : (As per Data Template)
- Name of the programme
- No. of students undertaking project work/field work / internships

Formula**:**

$$\frac{\text{Number of students undertaking project work /field work / internships}}{\text{Total number of students}} \times 100$$

File Description:(Upload)
- Any additional information
- List of programmes and number of students undertaking project work/field work/ /internships (Data Template)

Key Indicator- 1.4 Feedback System (20)

Metric No.		Weight age
1.4.1. Q_nM _Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders -_ _10_ 1) _Students 2)Teachers 3)Employers 4)Alumni_ **Options:** A. **All of the above** B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above Data Requirement: Report of analysis of feedback received from different stakeholders year wise **File Description** • URL for stakeholder feedback report • Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) • Any additional information (Upload)		
1.4.2 Q_nM _Feedback process of the Institution may be classified as follows:_ **10** **Options:** A. **Feedback collected, analysed and action taken and feedback available on website** B. Feedback collected, analysed and action has been taken C. Feedback collected and analysed D. Feedback collected E. Feedback not collected Documents: Upload Stakeholders feedback report, Action taken report of the institute on it as stated in the minutes of the Governing Council, Syndicate, Board of Management **File Description** • Upload any additional information • URL for feedback report		

Criteria 2- Teaching- Learning and Evaluation (350)
Key Indicator- 2.1 Student Enrolment and Profile (40)

Metric No.		Weight age
2.1.1. QₙM *Average Enrolment percentage (Average of last five years)*		20

Average Enrolment percentage (Average of last five years)   **20**

1.1.1.1. Number of students admitted year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**2526**	**2853**	**3344**	**3695**	**4145**

2.1.1.2. Number of sanctioned seats year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**1312**	**1402**	**1685**	**1740**	**1860**

Data Requirement last five years
- Total number of Students admitted
- Total number of Sanctioned seats

$$\text{Percentage per year} = \frac{\text{Total number of Students admitted}}{\text{Total number of sanctioned seats}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description:
- Any additional information
- Institutional data in prescribed format

2.1.2. QₙM   *20*

Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**1028**	**827**	**1383**	**1360**	**1621**

Data Requirement for last five years: (As per Data Template)

- Number of Students admitted from the reserved category
- Total number of seats earmarked for reserved category as per GOI or State government rule

Formula:

$$\text{Percentage per year} = \frac{\text{Actual number of students admitted from the reserved categories}}{\text{Number of seats earmarked for reserved category as per GOI or State Government rule}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description: (Upload)
- Any additional information
- Average percentage of seats filled against seats reserved (Data Template)

Key Indicator- 2.2. Catering to Student Diversity (50)

Metric No.		Weight age
2.2.1. Q₁M *The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners-* Write description in maximum of 500 words		**30**

- Most of the students admitted to the college come from the vernacular medium, so they initially hesitate to open up and interact with the teachers. As the classes start, each teacher takes initiative to identify the slow learners during their lectures in the classroom. Those who are regular and answer questions raised in class are further evaluated throgh the class tests and considered fast learners.

- Students are also identified as slow learners and advanced learners based on their response to questions on the topic taught in class and performance in their class tests.

- As semester system is implemented in UG classes in our institute slow and fast learners identified based on their result in Semester I examination. Those scoring sixty percent and above marks are put in fast learners category.

- The advanced learners are given assignments and encouraged to participate in co-curricular activities like debate, quiz, essay writing, paper presentation in seminars. They are encouraged to join in extra-curricular activities such as NCC, Sports,

Athletics, Red Cross and NSS etc. for physical and professional development and to develop leadership qualities.

- Advanced learners are guided to use internet and acquire new and advanced information on their subjects to bring out their full potential. Their creative abilities are developed through their writing in wall magazine, college magazine.

- A friendly environment is created to improve the communication skills of advanced learners as anchors in conducting various departmental and college programs. They are also motivated for higher goals and are encouraged to appear for various competitive examinations.

- Those students in ATKT category are considered as slow learners and groomed separately by the concerned teacher beyond their class hours by providing books and solved question papers and personal assistance in preparing notes on the topic in which s/he has difficulty.

- Extra classes, revision classes are arranged for completing the syllabus and for clarifying the doubts of the weak students regarding various topics as per their syllabus.

- The slow learners are encouraged to take part in group discussions on a particular topic assigned to them with advanced learners so that they are able to shed off their inhibitions and participate in it with enthusiasm.

- To motivate the new entrants every year during Induction/Welcome program the meritorious and award winning students in various academic, co-curricular and extra-curricular activities of each department are specially feted. Thus the college takes every initiative to enhance the quality of students and support them in their quest for knowledge.

File Description:
- Past link for additional Information
- Upload any additional information

2.2.2. Q_nM
Student- Full time teacher ratio (Data for the latest completed academic year) **20**
Data requirement: (Session-2020-21)
- Total number of Students enrolled in the Institution- **4145**
- Total number of full time teachers in the Institution- **37**
- Student- Full time teacher Ratio- **112:1**

Formula: Students: teachers
File Description (Upload)
Any additional information

Key Indicator- 2.3. Teaching- Learning Process (50)

Metric No.		Weightage
2.3.1. Q_lM		**20**

2.3.1. Q$_l$M **20**

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

Upload a description in maximum of 500 words
- For students of science (Physics, Chemistry, Botany & Zoology) and BCA and Arts (Geography and Psychology) which requires practical learning through experiment either in laboratory or in the field the teachers adopt group-based experiments for better understanding of each student.

- Besides lecture-based teaching, teachers of some departments use aids of data charts on relevant topics.

- Participative learning is encouraged through group discussions, seminar presentations and project presentations by students through PPT.

- Some teachers use ICT enabled classes periodically to teach through slides on LED screen with the ultimate aim of making teaching-learning an interactive exercise.

- In view of the unusual student-teacher ratio in class rooms, it is not often possible to give personal attention to students in the class. The college has mentoring practice in place through which each regular teacher is assigned some students.

- They meet once a week or when necessary to discuss the student's problems which may be of academic, personal, or psychological in nature to counsel them from time to time.

- It is seen that many rural students attend classes after long interval. Once identified, they are advised to meet the subject teachers or their mentors to share their problems and update their course.

- In each PG department, the students are advised to share their e-mail id and cell phone numbers with their respective teachers so that a social network is created. This practice of mentoring students has certain positive implications. It ensures more

regular attendance better results, a better ambiance on campus, and a respectful teacher-student relationship.

- The teachers have adopted online teaching on platforms like Teachmint, Google Meet, Microsoft Team, WebEx etc. to provide better learning experience to students in view of the COVID Pandemic.

- Our teachers are sincere and accessible to extend all help to both rural and urban students for their holistic development. They are provided study materials and links of on net E-resources i.e. PDF, YouTube Videos etc. for reference materials and websites on their WhatsApp groups.

- **File Description:**
- Upload any additional information
- Link for additional information

2.3.2. Q$_l$M
Teachers use ICT enabled tools for effective teaching-learning process.   15
Write description in maximum of 500 words

- In the present age of technology, the integration of ICT in the education system has helped tremendously in developing quality education and personality of students. So, our IQAC cell took pro-active steps to motivate all faculty members in the recent years.

- During the sessions 2015-16 to 2016-17 almost 60% of our teaching posts were vacant and most of the regular faculty members are in the age group above fifty five years. So only two or three teachers of English, Chemistry and Zoology departments used ICT tools like PPT on LCD projectors and screens installed in the class rooms for teaching and seminar presentation.

- Since 2017-18 session after posting of some young teachers with knowledge of computers in vacant posts IQAC cell planned to motivate and educate the senior faculty members through them. But lack of more class rooms with ICT facilities deterred the use of technology extensively in teaching learning practice.

- However, in the current session after lock down of colleges due to outbreak of COVID 19 many online teaching platforms like Google Meet, Microsoft Team, Teachmint, WebEx, and Zoom etc. have been made available to teachers.

- So all the teachers are using these online platforms both for teaching and seminar

presentation by students in the class.

- Most of the teachers use PPT and innovative ways to arouse interest and enthusiasm in the class, so it has helped both the slow and fast learners to optimize their abilities in the class tests conducted online from time to time.

- Use of ICT helps in—Flexible education, learner motivation and autonomy, access to teachers and E-resources for all students. It is a more planned and organized system of education for more practicable teaching- learning activity and helps to minimize problem of students indiscipline and unrest in campus.

- Our faculty members use the following media, online meeting platforms and ICT tools for effective communication with students:-

- Audio & Video tools - like WhatsApp, Skype, Google Meet, Microsoft Team, Teachmint, Webex Meet, and Zoom etc. are used by faculties of this institution. The use of tools depends mainly upon the student's access to different network availability.

- ICT has the potential for increasing access to and improving the relevance and quality of education.

- ICT is a potentially powerful tool for extending educational opportunities. Our faculty members are accessible to sincerely guide the students on how to access online course materials on internet web portals and make proper use for learning and research.

File Description
- Upload any additional information
- Provide link for webpage describing the ICT enabled tools for effective teaching-learning process

2.3.3. Q$_n$M

Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)   (2019-20)   15

2.3.3.1 Number of mentors-**37**

    Number of students assigned to each Mentor-**101**

Formula: Mentor : Mentee

File Description
- Upload year wise, number of student enrolled and full time teachers on roll.
- Circulars pertaining to assigning mentors to mentees
- mentor/mentee ratio

Key Indicator- 2.4 Teacher Profile and Quality (60)

Metric No.		Weight age
2.4.1. Q$_n$M		**20**

Average percentage of full time teachers against sanctioned posts during the last five years

Data Requirement for last five years (As per Data Template)
- Number of full time teachers
- Number of sanctioned posts

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number of Full time teachers	**21**	**34**	**35**	**37**	**37**
Number of Sanctioned Posts	**58**	**62**	**64**	**64**	**64**

Formula:

$$\text{Percentage per year} = \frac{\text{Number of full time teachers}}{\text{Number of sanctioned posts}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description (Upload)
- Year wise full time teachers and sanctioned posts for 5years(Data Template)
- Any additional information
- List of the faculty members authenticated by the Head of HEI

2.4.2. Q$_n$M

Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)   **20**

2.4.2.1. Number of full time teachers with ***Ph. D. / D.M. / M.Ch. / D.N.B Super-speciality / D.Sc. / D.Litt.*** year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**15**	**19**	**21**	**22**	**22**

Data Requirement for last five years: (As per Data Template)
- Number of full time teachers with PhD./ D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.
- Total number of full time teachers

Formula**:**

$$\text{Percentage per year} = \frac{\text{Number of full time teachers with Ph.D/ D.M./ M.Ch./ D.N.B Superspeciality / D.Sc./ D.Litt.}}{\text{Number of full time teachers}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description (Upload)
- Any additional information
- List of number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* and number of full time teachers for 5 years (Data Template)

2.4.3. Q_nM

Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)   **20**

2.4.3.1: Total experience of full-time teachers
Data Requirement for last five years (As per Data Template)
- Name and Number of full time teachers with years of teaching experiences

Formula**:**

$$\frac{\text{Sum of total experience of full time teachers in the same institution}}{\text{Number of full time teachers}}$$

File Description: (Upload)
- Any additional information
- List of Teachers including their PAN, designation, dept and experience details(Data Template)

Key Indicator- 2.5. Evaluation Process and Reforms (30)

Metric No.		Weightage
2.5.1. Q_lM ***Mechanism of internal assessment is transparent and robust in terms of frequency and mode*** **15** Upload a description not more than 500 words **Internal Evaluation (UG & PG):** • The academic performance of the students is evaluated throughout the session by the teachers for upgrading and improving the quality of the students. For this Continuous Internal Evaluation (CIE) mechanism is devised by College Examination Cell as per university guidelines. • Two internal Tests (10 Marks of best of 02 Tests) and one 01 assignment submission		

(of 10 marks) total 20 marks in each paper are conducted by the college prior to the Term end Examinations at UG level.

- Each test consists of 10 marks short/objective type test (Two 02 written tests) and 10 marks for One 01 assignment submission in each paper. However in the paper on Communication skill in English in UG Six semester the students along with assignment submission are subjected to Viva voce test individually or in small groups.
- Schedule for the internal test (UG) is announced by the College Examination Cell during mid-semester - September/October for UG I, III & V and February/March for UG II, IV & VI semesters.
- The question paper is set by each class teacher as per units completed in the class and results of the internal tests are intimated to the students within two weeks after the completion of exams.
- Each teacher provides the evaluated answer scripts to the students, then the question and the topic on which the questions were set are discussed in the class by the faculty members and related study materials are also provided.
- If there is any calculation error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student.
- 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.
- Schedule for the PG internal test (02 tests of 10 marks each) is announced by the respective department usually in mid-semester months i.e. October for I & II Semester and March for II & IV Semester.
- In PG classes Assignment submission & seminar presentation (10 Marks for each paper) 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.
- Students' performance is analyzed by the faculty members in all 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.
- Internal marks of the students are submitted to College Examination Cell which is submitted to university for publication of final semester result. In this way, transparency is maintained.

File Description:
- Any additional information

- Link for additional information

2.5.2. Q$_l$M
Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient   15
Upload a description not more than 500 words
- The academic performance of the students is evaluated throughout the session by the teachers for upgrading and improving the quality of the students. Mechanism for both internal and external examination is devised by College Examination Cell as per guidelines of ABVV Bilaspur.
- The schedule for UG internal examination and external examination for UG and PG is declared by Examination Cell at least one month in advance, so that students can prepare well in time.
- For internal examination in PG classes respective department declares schedule much in advance to intimate the teaching and test plan for each semester.
- After internal examinations are conducted the faculty members evaluate the answer scripts within fifteen days and show the valued papers to student in class so that they can personally check the marks and correction if any is made at once. So the grievance settlement mechanism is quite transparent.
- In case of external examination after the declaration of result the unsatisfied students can apply for re-checking/ revaluation as per the rules. In certain cases students expecting much better marks can apply to get copy of valued answer scripts as per rule.
- The process of revaluation of answer scripts is generally completed within one month and result is declared within forty five days.
- In this manner, the college tries to maintain the transparency, efficiency through strict conducting of internal and external examination free of mal practice and proper evaluation.

File Description:
- Any additional information
- Link for additional information

Key Indicator- 2.6 Student Performance and Learning Outcomes (60)

Metric No.	Weightage
2.6.1. Q$_l$M	**15**
Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students. Describe Course Outcomes (COs) for all Programs and mechanism of communication within a minimum of 500 characters and maximum of 500 words	

- **Geography** - The students of Geography study physical, economic, population, agriculture, and other climatic conditions of India and the world. Option to join as teacher, cartographer, land surveyor and tourist guide etc.
- **Economics**- The students of Economics study the behavior of Indian and World economy. The students after studying the subjects can go for rural development can go for Indian Economic Service, banking, opt for journalism.
- **English**- Study of English language increases self-confidence with special emphasis on speaking and presentation. Students are taught English communication which is required for jobs in the public and private sector, communication media and they can opt for journalism, mass communication. Student with master degree can get job as teacher in school/college
- **Hindi**- Students through these courses will have extensive knowledge of both Hindi language and literature so they can become teachers, join in news organization as an editor, news anchor, reporter, translator, Hindi writer etc.
- **History**- courses are designed to create a sense of the past, in a more comprehensive manner, so that the students while having a more complete sense of the time under discussion can logically explain the facts presented. The students of History can work in the archaeological department, work as tour guides, journalists, researchers.
- **Political Science**- The course lays thrust upon Indian Constitution, Government and Politics, International Politics and Government, Political theory, public administration, and international relationship: provides opportunity for administrative and political jobs.
- **Psychology** - Students can go for teaching jobs in school and colleges, study special education courses, study development Psychology courses and become counselor and psychiatrist.
- **Sanskrit**- provides knowledge on Indian philosophy, literature, and history through study of Vedas, Upanishads and ancient texts by our sages.
- **Sociology** - The course provides knowledge of society, various social organizations and how to handle different problems of society for balance and harmony.
- **Commerce**- The courses help to understand Accountancy, Auditing and develops entrepreneurship skill.
- **Computer Application** – The course provides knowledge of computer and how to handle it with soft ware and hardware.
- **Chemistry** - The course helps students to know about fundamental and applied Chemistry.
- **Physics**- The course helps to gain knowledge of the experimental aspects of modern Physics, electrical, classical mechanics, and optics.
- **Mathematics** - The course provides advanced studies related to Applied, pure mathematics, Computer applications.

- **Botany**- The course gives knowledge about microbiology, biotechnology, plant taxonomy, plant biochemistry, ecology.
- **Zoology -** The course helps students to understand invertebrates, chordates, economic Zoology, genetics, etc.
- Students of each course are taught through the syllabus prescribed at each level and evaluated through internal tests and external examinations. Their performance in these tests are recorded and communicated to them so that they can know their knowledge level and increase these for next examination.

File Description:
- Upload any additional information
- Past link for Additional information
- Upload COs for all Programmes (exemplars from Glossary)

2.6.2. Q$_l$M   **15**
Attainment of programme outcomes and course outcomes are evaluated by the institution.

Describe the method of measuring the level of attainment of POs , PSOs and COs in not more than 500 words.

Attainment of program outcomes and course outcomes are duly evaluated by the institution through the following parameters:-
- As for program outcome, on successful completion of the final year of study in UG and PG the average percentage of students passed as against their total enrollment and appearance in the examination is calculated. The average passing out in individual UG programs varies from 60% to 75% while the same in PG programs is above 90%.
- There is a reward system for the students who have scored highest marks in each department through felicitation programs conducted by each PG department.
- To encourage the students each year top scorers of all programs are awarded gold medals during Annual Cultural and Athletic Meet.
- Analysis of each semester result helps in tracing the Course outcome of the UG class through which faculty of each subject derive the average success rate of students passing out in different division.
- Another method that our college follows is by assessing the teaching-learning and evaluation based feedback forms filled by the students in which they provide inputs on teaching-learning drawbacks, and merits of the departments and its faculty members.
- Our college also has a Career Counseling Cell, which conducts workshops and invites various companies to conduct walk-in interviews in campus, where students of the college get recruited in local industries through their individual performance.
- Course Outcomes are also measured on the basis of performances of the students both in curricular and co- curricular activities and also on the basis of the students' performance in the class activities, laboratory work, assignments, in different

examinations and their role in departmental activities.
- Students' performance is observed continuously on their regularity, receptiveness, and participation in class discussions to assess their overall behavior and personality. Their performance in the internal examinations provides the initial clue of their learning outcome.

File Description:
- Upload any additional information
- Paste link for Additional information

2.6.3. Q$_n$M   **30**

Average pass percentage of Students during last five years

2.6.3.1. Total number of final year students who passed the university examination year wise during the last five years

2.6.3.2. Total number of final year students who appeared for the university examination year wise during the last five years

	Year 1 2016-17	Year 2 2017-18	Year 3 2018-19	Year 4 2019-20	Year 5 2020-21
Number of students appeared	613	890	919	1152	**990**
Number of students passed	502	687	627	1151	**935**
Pass Percentage	81.89	77.19	68	99.91	**BIO +**

Data Requirement (As per Data Template)
- Programme code
- Name of the Programme
- Number of Student appeared
- Number of Students passed
- Pass percentage

Formula:

$$\text{Percentage per year} = \frac{\text{Total number of final year students who passed in the university examination}}{\text{Total number of final year students who appeared for the university examinations}} \times 100$$

$$\text{Average percentage} = \frac{\text{Percentage per year}}{5}$$

File Description
- Upload list of Programmes and number of students passed and appeared in the final

year examination (Data Template)
• Upload any additional information
Paste link for the annual report

Key Indicator- 2.7 Student Satisfaction Survey (60)

Metric No.		Weightage

2.7.1. Q$_n$M
Online student satisfaction survey regarding to teaching learning process.
(online survey to be conducted)
 	
Data Requirement: (As per Data Template)
    • Name/Class/Gender
    • Student Id Number/Adhaar Id number
    • Mobile number
    • Email Id
    • Degree Programme
(Database of all currently enrolled students need to be prepared and shared with NAAC along with the online submission of QIF)
 	
File Description:
    • Upload any additional information
Upload database of all currently enrolled students (Data Template)
		60

Criteria 3- Research, Innovations and Extension (120)
Key Indicator 3.1- Resource Mobilization for Research (15)

Metric No.		Weightage
3.1.1. QₙM		**5**

Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1: Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

Year	2016-17	2017-18	2018-19	2019-20	2020-21
INR in Lakhs	230000	0	0	0	0

Data Requirement for last five years: (As per Data Template)
- Name of the <u>Project</u>/ Endowments, Chairs: Minor Project: ***Hindi Bhasha-Sahitya Ki Upcharatmak Shiksha (Remedial Teaching) me Natya-Prshikshan Taknik ka Pryog: Ek Navachar.***
- Name of the Principal Investigator: **Dr Usha Athale**
- Department of Principal Investigator: **Hindi**
- Year of Award: 2015
- Funds provided: 230000
- Duration of the project: 2016-18
- Name of the Project/ Endowments, Chairs

File Description(Upload)
- Any additional information:
- e-copies of the grant award letters for sponsored research projects / endowments
    List of endowments / projects with details of grants (Data Template):
    UGCF. No. MH-96/201031/XII/14-15/CRO Dt.4-2-2015

3.1.2. QₙM	**5**

Percentage of teachers recognized as research guides (latest completed academic year)-5%

3.1.2.1. Number of teachers recognized as research guides

Data Requirement:
- Number of teachers recognized as research guides- **02**
- Total number of full time teachers- **37**

Formula :

$$\frac{\text{Number of teachers recognised as research giudes}}{\text{Total number of full time teachers}} \times 100$$

Documents: <u>Upload copies of the letter of the university recognizing faculty as research guides</u>

File Description:
- Any additional information
- Institutional data in prescribed format

3.1.3. Q$_n$M   **5**

Percentage of departments having Research projects funded by government and non government agencies during the last five years- 7%

3.1.3.1: Number of departments having Research projects funded by government and non-government agencies during the last five years-

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	01	0	0	0	0

Data requirement for last five years: (As per Data Template)
- Name of Principal Investigator- **Dr Usha Athaley**
- Duration of project: 02 Years (2015-17)
- Name of the research project: *Hindi Bhasha-Sahitya Ki Upcharatmak Shiksha me Natya-Prshikshan Taknik ka Prayog: Ek Navachar. (Application of Dramatic Training Technique in Remedial Teaching of Hindi Language: An Innovation)*
- Amount / Fund received: Rs 230000/-
- Name of funding agency: UGC
  Year of sanction: 2015(**UGC F. No. MH-96/201031/XII/14-15/CRO Dt.4-2-2015**)
- Department of recipient: Hndi

Formula:

$$\frac{\begin{array}{c}\text{Number of departments having Research projects funded by}\\\text{government and non} - \text{government agencies}\\\text{during the last five years}\end{array}}{\text{Total number of departments}} \times 100$$

File Description(Upload)
- List of research projects and funding details(Data Template)
- Any additional information
- Supporting document from Funding Agency
- Paste link to funding agency website

Key Indicator 3.2 - Innovation Ecosystem (10)

Metric No.		Weightage
3.2.1.Q$_l$M		**5**

Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge: (maximum of 500 words)

- The college has produced an environment for innovation and other initiatives for creation and transfer of knowledge.
- Since the outbreak of pandemic situation due to COVID 19 the faculty members are using online platforms i.e. Google Meet, Microsoft Teams, Teachmint, Webex Meet

and Zoom etc. for regular teaching through PPT. Video Lectures have been prepared on different topics by our faculty members and uploaded on state education portal https://www.*cgschool.in* for easy access of students.

- The college has a Research and Development Committee to monitor and address the issues of research by a senior professor Dr. Preeti Shadangi, Chairman with assistance from Principal Dr. A K Tiwari and three members and all HODs.
- <u>Functions of the Committee</u>: Creating research traditions among faculty members and students.
- Motivating faculty members to enroll in PhD program undertake minor and major research projects from various funding agencies like UGC, DST and CGCOST etc.
- The faculty members are allowed to take up research activities utilizing the existing facilities.
- Guidance for publication of papers/articles in reputed journals.
- <u>Recommendations</u>: Recommend the faculty members to increase their number of research publications.
- Recommend to organize more numbers of seminars, conferences and workshops.
- Impact of Recommendations: As a result of recommendations from Research committee there is increase in the publication rate by the faculty members. In last five years 47 research papers have been published in national and international journals. Six research papers have also been included in national level edited books.
- Around 10 National seminars, 15 workshops and 13 webinars and online workshops have been conducted by different faculties in last five years.
- Faculty members and students took initiation to enroll them in PhD course and attended FDP organized nationally.
- <u>Career Guidance and Placement Cell</u>: This cell is headed by Dr. R K Tamboli, Professor of Zoology which helps student community by conducting survey for identifying entrepreneurial and job opportunities. In last five years 68 students have been posted through in-campus recruitment by college placement cell.
- Functions: We invite eminent personalities from various spheres and local industries and organize seminars and workshops with them.
- We visit nearby villages with NCC, NSS cadets and promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth, increase individual savings to raise standard of living.
- Our Red Cross society members propagate knowledge of Government health care schemes for welfare of citizens including initiatives like educating about vaccination and remedial measures to prevent all kinds of infections including COVID19.

File description
- Upload any additional information
- Paste link for additional information

3.2.2. Q$_n$M   **5**

Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

3.2.2.1: Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years:

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	0	0	0	0	0

Data Requirements: (As per Data Template)
- Name of the workshops / seminars
- Number of Participants
- Date (From -to)
- Link to the activity report on the website

File Description(Upload)
- Report of the event
- Any additional information

List of workshops/seminars during last 5 years (Data Template)

Key Indicator 3.3- Research Publication and Awards (25)

Metric No.		Weightage
3.3.1. Q$_n$M		**5**

Number of Ph.Ds registered per eligible teacher during the last five years -

    3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years: **02**

    3.3.1.2 Number of teachers recognized as guides during the last five years: **02**

Data Requirements for last five years: (As per Data Template)
- Name of the Ph.D scholar: Patras Kindo (English), Praksh Padwar (Chemistry)
- Name of the Department: English, Chemistry
- Name of the guide/s:Dr C C Mishra, Dr Dhanesh Singh
- Year of registration of the scholar
- Year of award of Ph.D

Formula:
$$\frac{\text{Number of Ph.D registered during the last five years}}{\text{Number of Teachers as a recognised guides during the last five years}}$$

File Description (Upload)
- URL to the research page on HEI web site
- List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)
- Any additional information

3.3.2. QₙM   **10**

Number of research papers per teachers in the Journals notified on UGC website during the last five years:

3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	08	03	09	15	06

Data Requirement: (As per Data Template)
- Title of paper
- Name of the author/s
- Department of the teacher
- Name of journal
- Year of publication
- ISBN/ISSN number

Formula:

$$\frac{Number\ of\ publications\ in\ UGC\ notified\ journals\ during\ the\ last\ five\ years}{Average\ number\ of\ full\ time\ teachers\ during\ the\ last\ five\ years}$$

File Description (Upload)

- Any additional information
- List of research papers by title, author, department, name and year of publication (Data Template)

3.3.3. QₙM   **10**

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

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

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	00	01	00	06	04

Data Requirement for last five years: (As per Data Template)
- Name of the teacher: Title of the paper
- Title of the book published: Name of the author/s : Title of the proceedings of the conference
- Name of the publisher: National/International
- National/international : ISBN/ISSN number of the proceedings
- Year of publication:

Formula:

$$\frac{\begin{array}{c}\text{Total number of books}\\\text{and chapters in edited volumes , books}\\\text{published, and papers in national/international conference}\\\text{proceedings during last five years}\end{array}}{\text{Average number of full time teachers during the last five years}}$$

File Description: (Upload)
- Any additional information
  List books and chapters edited volumes/ books published (Data Template)

Key Indicators 3.4 – Extension Activities (50)

Metric No.		Weight age
3.4.1. Q₁M		**5**

3.4.1. Q$_l$M — Weightage **5**

Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.
(Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 500 words.)

The college imparts value education and awareness of social responsibility through following extension activities through NCC, NSS, Red Cross, and other governmental programs i.e. SWEEP, Health Care, Girl Child education, etc. to involve them with the neighbourhood community:

1. The college organized (**04**) NSS camps in neighbouring villages during last five years: Tinmini (30 Jan – 05 Feb 2017) and Dumarmuda (29 Jan–04 Feb 2018) of (Pussore Block); Bhagora(15-21Jan 2019) and Kotarlia (28 Feb to 5 Mar 2020) of (Raigarh Block) for for the development of the respective village and its communities.
2. Both NSS, NCC & Red Cross units have arranged **08** plantation drives in campus and adjacent locality to develop eco-consciousness among students and people around on 1 Nov 2017, 25 Jul, 1, 8 & 15 Aug 2018, 3 July, 25 Sept & 2 Oct 2019.
3. Faculty of Zoology has arranged **06** Yoga camps and programs for holistic development of students: 21 June 2016, 19-21 June 2017, 3 Jan, 19-21 June, 22-23 July 2019 and 23 Jan 2020.
4. NCC & NSS Unit have arranged **04** Cleenliness drives under Swachh Bharat Abhiyan on 17 Sept 16, 2 Oct 18, 27 Sept & 2 Oct 2019.
5. NCC & Red Cross units arranged **03** HIV Aids Awareness Rally i.e. on 1 Dec of 2018 & 2019 and 15 Oct 2020.
6. The college SWEEP committee along with NSS unit has arranged **04** Voter Awareness programs and rallies on 21 Sept &1 Oct 2016, 6 Nov 17 and 30 Sept 18.
7. NCC & Red Cross Units arranged Nine (**09**) Blood donation camps (along with Blood Test and Haemoglobin test in three camps) on 07 Dec 16, 24 Nov 2017, 21 Aug, 1 Oct & 24 Nov 2018, 24 Nov 19, and 22 Jan & 4 Feb 2020, 11 May 2021.
8. Youth Red Cross Unit of the college arranged three (**03**) National De-worming and

Fileria Eradication Programs on 10-14 Sept 2018, 11-24 Feb 2019, & from 24-28 Feb 2020 and 22 students trained during Covid19 as volunteers for medicine and delivery and tele-calling.

9. Faculty members of Psychology Department arranged **04** Mental Health awareness programs on 11 Oct 18, workshop on mental health sensitization on 24 Jan 19, workshop on Prevention of Suicide on 16 Feb 19, Field visit to Umeed Old Age Home on 6 Apr 2019.
10. Red Cross Unit of the College organized **02** Lectures & discussion on Corona-Communicable Disease and Its Prevention among faculty members and students of all colleges of district on 13 & 21 Mar 2020 and 01 online quiz competition 27-29 Aug 2020.
11. NCC cadets of the college worked with Traffic management staff from 2-27 May 2020 to spread Corona Awareness among public.
12. The Women cell (WISH) arranged gender sensitization **05** programs 5 Mar 16, 9 Oct 16, 8 Mar 19, 7 Mar 2020 as well as a weeklong self defence program for Girl Students by NCC cadets from 7-13 July 2019.

File Description:
- Paste link for additional information
- Upload any additional information

3.4.2. Q_nM   **10**

Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year wise during the last five years.

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	01	01	01	00	01

Data Requirement for last five years: (As per Data Template)
- Name of the activity
- Name of the Award/recognition
- Name of the Awarding government/ government recognized bodies
- Year of the Award

File Description: (Upload)
- Any additional information
- Number of awards for extension activities in last 5 year (Data Template)
  e-copy of the award letters

3.4.3. Q_nM   **15**

Number of extension and outreach Programmes conducted by the institution through NSS/

NCC/ Red Cross/ YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc.)and/or those organised in collaboration with industry, community and NGOs during the last five years

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

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	08	05	18	19	00

Data Requirements for last five years (As per Data Template)
- Name and number of the extension and outreach Programmes
- Name of the collaborating agency: Non-government, industry, community with contact details

File Description (Upload)
- Reports of the event organized
- Any additional information
- Number of extension and outreach Programmes conducted with industry, community etc for the last five years (Data Template)

3.4.4. QₙM   **20**

Average percentage of students participating in extension activities at 3.4.3. above during last five years:

3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during last five years:

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	658	433	1724	2377	00

Data Requirements for last five years: (As per Data Template)
- Name of the activity
- Name of the scheme
- Year of the activity
- Number of teachers participating in such activities
- Number of students participating in such activities

Formula:

$$\text{Percentage per year} = \frac{\text{Total Number of students participating in such activities}}{\text{Number of students}} \times 100$$

$$Average\ percentage = \frac{\sum \text{Percentage per year}}{5}$$

File Description:
- Report of the event
- Any additional information

Average percentage of students participating in extension activities with Govt. or NGO etc (Data Template)

Key Indicator - 3.5 Collaboration (20)

Metric No.		Weight age
3.5.1. Q_nM		**10**

Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year:

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the last five years:

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**04**	**04**	**02**	**03**	**00**

Data Requirements for last five years: (As per Data Template)
- Title of the Collaborative activity
- Name of the partnering institution /industry/research lab with contact details
- Year of commencement
- Duration (From-To)
- Nature of Collaborative activity

File Description: (Upload)
- e-copies of related Document
- Any additional information
- Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship (Data Template)

3.5.2. Q_nM		**10**

Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years:

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

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	0	0	0	01	01

Data Requirement for last five years : (As per Data Template)
- Organization with which MoU is signed
- Name of the institution/industry/corporate house
- Year of signing MoU
- Duration
- List the actual activities under each MoU
- Number of students/teachers participating under MoUs

File Description:
- e-Copies of the MoUs with institution./ industry/ corporate houses
- Any additional information
- Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years

Criterion 4 - Infrastructure and Learning Resources (100)

Key Indicator – 4.1 Physical Facilities (30)

Metric No.		Weightage
4.1.1. Q$_l$M		**5**

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

(Describe the adequacy of infrastructure and physical facilities for teaching–learning as per the minimum specified requirement by statutory bodies within a maximum 500 words)

- ❖ Kirodimal Govt. Arts and Science College started in 1958 as a Degree college (UG) in district head quarter of Raigarh in a Campus area of 10 acres in South Chakradhar Nagar. The first infrastructure developed with the building donated by Seth Kirodimal; philanthropist industrialist of the region.
- ❖ Later the college acquired another campus at Boirdadar with an area of 1.5 acres which houses the 06 PG departments of Arts faculty.
- ❖ After sixty years of its existence, the college is now a Post graduate college with 14 PG programs, and 04 UG programs.
- ❖ The college is equipped with 28 well-maintained class rooms, 04 science laboratories, 02 classrooms with LCD facility, 01 ICT enabled seminar hall and 01 computer lab with 50 computers to adopt the modern education system.
- ❖ The college has a sports store where all the sports materials and equipment are kept under the supervision of senior Sports officer so that the sports materials are used properly by the athletes and sportsmen. There is a play ground inside the college campus where the students play various outdoor games especially football, volley ball, basket ball etc. There is facility of Turf wicket pitch in the campus, one of its kind in the state and state level cricket tournament is held here.
- ❖ The institution has twenty three (28) class rooms with electricity facilities, a good number of benches for students, good quality large black/green boards and other necessary materials to impart knowledge to students.
- ❖ In front of each department, there is a notice board where students display their creative writings, attractive paintings which bring forth the hidden talents of the students.
- ❖ On college campus there are three (03) water coolers to provide purified cold drinking water to students and staff.
- ❖ The college has a separate library building with a well-furnished and resourceful library with more than 30000 books. The books are properly maintained in different bookshelves according to the DDC method.
- ❖ The library is also equipped with online access of books and e-journals through N-List (INFLIBNET) to support the teaching faculties, research scholars and students for academic programs of the college.
- ❖ For the benefit of science students there are four (04) well- equipped science

- laboratories for Physics, Chemistry, Zoology, and Botany departments which are catering to the needs of the students.
- Moreover, there are 12 charts related to Geography, Zoology, Botany and 04 Chemistry Spectral Chart, microscopes, multiple gas cylinders for laboratory works, museum specimen samples, balance machine, etc. which are helpful for students.
- To get on with latest development in their subjects all the departments of science, arts, and commerce have computer facilities along with internet connections.
- The computer department has adequate number of computers (50) in computer laboratory where students of Computer Science, Physics and Mathematics conduct practical classes related to their course.
- Thus all these facilities are available for the students to keep pace with modern education and latest technology.

File Description:
- Upload any additional information
- Paste link for additional information

4.1.2. Q$_1$M   **5**

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

(Include specification about area/size, year of establishment and user rate within a maximum of 500 words)

- The college conducts various co-curricular activities for the students and there is an environment for Debates, Literary and Cultural Activities through different Committees during each session.
- Annual Cultural Festival is held usually during January/February month every year in which numbers of competitions are arranged for students of all classes to participate according to their interest and skill.
- Teachers organize following competitions:- Essay Writing, Speech, Quiz, Debate, Chitra Kala (Drawing), Pot Painting, Pak Kala (Culinary Art), Salad Decoration, Rangoli, Alpana, Mehndi etc. to test and inspire students in extra-curricular activities.
- For cultural activity involving entertainment; competitions are held in Solo Classical Singing, Light Classical Singing, Flute playing, Guitar playing, Solo Dance, Classical Dance, Group Dance, Chhittisgarhi Folk Dance (Yugal & Group), Drama (Natak), Yogasan etc. during annual cultural meet.
- In addition to these students celebrate National and International commemorative events with Speech, Debates and competitions in the college campus as per guide lines given by higher authority.
- The college lays emphasis on physical fitness and balanced mental progress along with academic excellence. The college has well developed Sports facility for students who are active in participating in various sports activities.
- From that point of view, indoor and outdoor games facilities are being raised to a satisfactory level for the students under the strict vigil of a Sports Officer whose

- expertise and guidance in games and sports are helping the participants to attain all-round development primarily from the point of mind and body.
- ❖ There is a play ground utilized by the students and sportsmen for practicing various athletic activities and outdoor games like Volley ball, Football, Cricket, Basket ball, Kho Kho, Hand ball etc. The college has developed a Turf cricket pitch since 2017 in which few state and divisional level tournaments have already been held. The college also has facility for indoor games like carom, chess, badminton, etc. The students of this college have participated in inter-college, state, national and international level sports competitions and have won prizes.
- ❖ Yoga Facility:- International Yoga Day is celebrated on 21st June every year since 2015 with great enthusiasm. On this occasion a three days yoga program has been conducted in the college each year in association with Art of Living Society where staff and students participated actively.
- ❖ The NCC Wing of the college has also arranged special Yoga training program for NCC cadets. NSS volunteers of the college have also participated in annual Summer Internship Program on Yoga held for one week from 14-21 June every year arranged by State NSS Unit.
- ❖ Zoology department in association with various Yoga organizations like Art of Living, Sahaj Yoga, etc. has arranged lectures and training programs which aim at providing a safe and healthy atmosphere for its students and staff members.
- ❖ Thus participation of students in various sports, games and cultural activities help students in developing interpersonal interaction, team spirit and leadership quality.

File Description
- Upload any additional information
- Paste link for additional information

4.1.3.Q_nM   **10**

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

4.1.3.1: Number of classrooms and seminar halls with ICT facilities

Data Requirements: (As per Data Template)
- Number of classrooms with LCD facilities
- Number of classrooms with Wi-Fi/LAN facilities
- Number of smart classrooms
- Number of classrooms with LMS facilities
- Number of seminar halls with ICT facilities

Formula:

$$\frac{\text{Number of classrooms and seminar halls with ICT facilities}}{\text{Total number of classrooms/seminar halls in the institution}} \times 100$$

File Description
- Upload any additional information
- Paste link for additional information
- Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)

4.1.4. Q_nM   **10**

Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year wise during last five years (INR in lakhs)

Year	2016-17	2017-18	2018-19	2019-20	2020-21
INR in Lakhs	46.15	7.05	15.88	3.04	60

Data Requirements for last five years: (As per Data Template)
- Expenditure for infrastructure augmentation
- Total expenditure excluding salary

Formula:

$$\text{Percentage per year} = \frac{\text{Expenditure for infrastructure augmentation excluding salary}}{\text{Total expenditure excluding salary}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description:
- Upload any additional information
- Upload audited utilization statements
- Upload Details of budget allocation, excluding salary during the last five years (Data Template)

Key Indicator – 4.2 Library as a learning Resource (20)

Metric No.		Weightage
4.2.1.Q_lM **Library is automated using Integrated Library Management System (ILMS)** Recently the college is trying to digitize the library through Alumni fund. Due to retirement of regular librarian in 2002 it has been managed through respective PG departments for PG students and a Library in-charge for UG students. ILMS software has not been used yet.		**4**

Data Requirement for last five years: Upload a description of library with,

- Name of ILMS software
- Nature of automation (fully or partially)
- Version
- Year of Automation

File Description:
- Upload any additional information

Paste link for Additional Information

4.2.2.Q_nM   **6**

The institution has subscription for the following e-resources
1. *e-journals*
2. *e-ShodhSindhu*
3. *Shodhganga Membership*
4. *e-books*
5. *Databases*
6. *Remote access to e-resources*

Options:
A. Any 4 or more of the above
B. Any 3 of the above
C. Any 2 of the above
D. Any 1 of the above
E. None of the above

Data Requirement for last five years: (As per Data Template)
- Details of membership:
- Details of subscription:

File Description:
- Upload any additional information

Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)

4.2.3.Q_nM   **5**

Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

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

Year	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
INR in Lakhs	249944	58450	392550	302155	00	00

Data Requirement for last five years: (As per Data Template)
- Expenditure on the purchase of books/e-books
- Expenditure on the purchase of journals/e-journals in i^{th} year
- Year of Expenditure:

Formula:

$$\frac{1}{5}X\sum_{i=1}^{5}Expd_i$$

Where:

Expd$_i$= Expenditure in rupees on purchase of books/e-books and subscription to journals/e-journals in i[th] Year

File Description (Upload)
- Any additional information
- Audited statements of accounts

Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)

4.2.4.Q$_n$M   **5**

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

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

Data Requirement
- Upload last page of accession register details
- Method of computing per day usage of library
- Number of users using library through e-access
- Number of physical users accessing library

Formula:

$$\frac{\text{Number of teachers and students using library per day}}{\text{Total number of teachers and students}}\textbf{X 100}$$

File Description(Upload)
- Any additional information

Details of library usage by teachers and students

Key Indicator- 4.3 IT Infrastructure (30)

Metric No.		Weight age
4.3.1.Q$_l$M		**05**

Institution frequently updates its IT facilities including Wi-Fi
(Describe IT facilities including Wi-Fi with date and nature of updation within a maximum of 500 words)

- ➢ Kirodimal College, in order to cope with the age of modern technology, has attempted to update itself by procuring IT facilities in the institution.
- ➢ To cater to the demands and updated facilities for the students IT infrastructure are in constant change and modification.
- ➢ Not in terms of hardware but in terms of software also the integrated system is in the constant developing process. We prefer the genuine versions of the software in use.
- ➢ IT department keeps a keen vigilance on the activities of the students as there is a high percentage of variability to deviate in the vast domain of Big Data.
- ➢ Constant guidance is provided to them and at the very same time, they are encouraged to restrain their digital surfing in accordance with the syllabi or any other related arena.
- ➢ The College has a computer Laboratory with requisite numbers of computer (45) and these computers are made accessible to the students to instill the IT skill in them.
- ➢ The college has developed one smart class room and an ICT enabled seminar hall, for conducting classes for the students. Seminars, various Workshops are also conducted in the Conference hall with an LCD projector and screen.
- ➢ The college is in possession of eighty seven (56) Desktops and of which 45 computers are used by the students and the rest are used by the office (04) and teaching community (07) for administrative and academic purposes.
- ➢ The college s also possession of other ICT equipments such as printers, photocopiers, projector screens and speakers which are used for the students and office work.

File Description
- Upload any additional information
- Paste link for additional information

4.3.2. Q$_n$M		**10**

Student – Computer ratio (Data for the latest completed academic year)- 4142:45= 92:1
Number of students : **4145**
Number of Computers:**45**
Data Requirements:
- Number of computers in working condition
- Total Number of students

File Description

- Upload any additional information
  Student – computer ratio

4.3.3.Q_nM
Bandwidth of internet connection in the Institution
Options:
   A. ≥50 MBPS
   B. 30 MBPS – 50 MBPS
   C. 10 MBPS – 30 MBPS
   D. 10 MBPS – 05 MBPS
   E. < 05 MBPS
 	
Data Requirement:
   • Available internet bandwidth
 	
File Description
   • Upload any additional Information
      Details of available bandwidth of internet connection in the Institution
	15

Key Indicator – 4.4 Maintenance of Campus Infrastructure (20)

Metric No.		Weight age
4.4.1Q_nM ***Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)*** 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)		**10**

Year	2016-17	2017-18	2018-19	2019-20	2020-21
INR in Lakhs	**795042**	**677142**	**977338**	**1600406**	**2635641**

Data Requirement year wise: (As per Data Template in Section B)
- Non salary expenditure incurred
- Expenditure incurred on maintenance of campus infrastructure

Formula:

$$\text{Percentage per year} = \frac{\begin{array}{c}\text{Expenditure on maintenance of} \\ \text{physical and academic} \\ \text{support facilities excluding salary component}\end{array}}{\begin{array}{c}\text{Total expenditure excluding} \\ \text{salary component}\end{array}} \times 100$$

$$Average\ percentage = \frac{\sum \text{Percentage per year}}{5}$$

File Description:
- Upload any additional information
- Audited statements of accounts.
- Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)

4.4.2.Q$_l$M   **10**

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

(Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a maximum of 1000 words)

Maintenance of Support Facilities

The college has set procedures and policies in place for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, and classrooms etc. Details of the procedure are given below:-

➢ All the physical facilities such as laboratories, class rooms and computers are used by the students and staff and primarily responsibility of their maintenance lies with the In-charge of respective department.

➢ In case of any emergent repair work the In-charge HOD or faculty member has to report the same to the Principal and submit requisition/note sheet if expenditure is required for sanction from contingency fund.

➢ For the cleaning of class rooms and all furniture the office superintendent issues periodical rooster duty of the class IV staff assigned for this purpose.

➢ For the cleaning of laboratories and all furniture the lab attendants are appointed in the department 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 Botanical garden 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 in the supervision of professor in charge.

➢ The support facilities like library is open to all students during the college hour and is managed by the Library In-charge and attendants.

➢ The college has NCC (Army Wing) which is managed by a trained faculty member as ANO In-charge under supervision of 28 CG Battalion.

➢ For the running and management of NSS Unit of the college In-charge Professor is appointed.

➢ 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.

➢ For maintenance of sports complex, indoor stadium and play ground the institution has an experienced Sports officer and a sports assistant round the year.

➢ 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 physical, academic and support facilities the college uses Contingency /Amalgamated (AF)/ Janbhagidari Samiti fund from time to time with approval from principal and respective committees.

File Description:
- Upload any additional information
- Paste link for additional information

Criterion 5- Student Support and Progression (130)
Key Indicator- 5.1 Student Support (50)

Metric No.		Weightage
5.1.1 QₙM		**20**

Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**1420**	**2044**	**2591**	**3089**	**3460**
Percentage	**56.21**	**71.64**	**77.48**	**83.59**	**83.47**

Data Requirement year wise: (As per Data Template)
- Name of the Scheme
- Number of students benefiting

Formula:

$$\text{Percentage per year} = \frac{\text{Number of students benefited by scholarships and freeships by government}}{\text{Number of students}} \times \mathbf{100}$$

$$Average\ percentage = \frac{\sum \text{Percentage per year}}{5}$$

File Description:
- upload self attested letter with the list of students sanctioned scholarship
- Upload any additional information

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

5.1.2. QₙM		**05**

Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years:

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	00	00	00	00	00

Data Requirement for last five years: (As per Data Template)
- Name of the Scheme with contact information

- Number of students benefiting

Formula:

Percentage per year

$$= \frac{\text{Total number of students benefited by scholarships and freeships} \atop \text{provided by the institution or non} - \text{government agencies}}{\text{Total number of students}} \times 100$$

$$\text{Average percentage} = \frac{\text{Percentage per year}}{5}$$

File Description:
- Upload any additional information
- Number of students benefited by scholarships and freeships institution / non-government agencies in last 5 years (Date Template)

5.1.3. Q$_n$M   **10**

Capacity building and skills enhancement initiatives taken by the institution include the following
1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Options:
    A. All of the above
    B. Any 3 of the above
    C. Any 2 of the above
    D. Any 1 of the above
    E. None of the above

Data Requirement: (As per Data Template)
- Name of the capability building and skills enhancement initiatives
- Year of implementation
- Number of students enrolled
- Name of the agencies involved with contact details

File Description (Upload)
- Link to Institutional website
- Any additional information
  Details of capability building and skills enhancement initiatives (Data Template)

5.1.4. Q$_n$M   **10**

Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years:

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	00	00	00	00	00

Data Requirement for last five years:(As per Data Template)
- Name of the scheme
- Number of students who have passed in the competitive exam
- Number of students placed

Formula

$$\text{Percentage per year} = \frac{\text{Number of students benefited by guidance for competitive examinations and career counselling offered by the institution}}{\text{Number of students}} \text{ X } \mathbf{100}$$

$$Average\ percentage = \frac{\sum \text{Percentage per year}}{5}$$

File Description (Upload)
- Any additional information
  Number of students benefited by guidance for competitive examinations and career counseling during the last five years (Data Template)

5.1.5. Q$_n$M   5
The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases
1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

  Options:
  A. **All of the above**
  B. Any 3 of the above
  C. Any 2 of the above
  D. Any 1 of the above
  E. None of the above

Data Requirement:
Upload the grievance redressal policy document with reference to prevention of sexual harassment committee and anti ragging committee, constitution of various committees for addressing the issues, minutes of the meetings of the committees, number of cases received and redressed.

File Description (Upload)
- Minutes of the meetings of student redressal committee, prevention of sexual harassment

	committee and Anti Ragging committee
	• Upload any additional information
	Details of student grievances including sexual harassment and ragging cases

Key Indicator- 5.2 Student Progression (25)

Metric No.		Weightage

5.2.1 Q$_n$M   **10**

Average percentage of placement of outgoing students during the last five years:

5.2.1.1: Number of outgoing students placed year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**11**	**56**	**01**	00	00

Data requirement for last five years (As per Data Template)
- Name of the employer with contact details
- Number of students placed

Formula:

$$\text{Percentage per year} = \frac{\text{Number of outgoing students placed}}{\text{Number of outgoing students}} \times 100$$

$$Average\ percentage = \frac{\sum \text{Percentage per year}}{5}$$

File Description (Upload)
- Self attested list of students placed
- Upload any additional information
- Details of student placement during the last five years (Data Template)

5.2.2. Q$_n$M   **10**

Average percentage of students progressing to higher education during the last five years

5.2.2.1. Number of outgoing student progression to higher education

Data Requirement: (As per Data Template)

Number of students proceeding from
- UG to PG:
- PG to MPhil:
- PG to PhD:
- MPhil to PhD:
- PhD to Post doctoral:

Formula:

$$\text{Percentage per year} = \frac{\text{Number of Outgoing students progressing to higher education}}{\text{Total number of final year students}} \times 100$$

File Description (Upload)

- Upload supporting data for student/alumni
- Any additional information

    Details of student progression to higher education (Data Template)

5.2.3. Q$_n$M   **5**

Average percentage of students qualifying in state/national/ international level examinations during the last five years: (eg: JAM/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations*, etc.)*) year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**06**	**27**	**27**	**14**	**00**

5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	**06**	**27**	**27**	**14**	**00**

Data Requirement for last five years: (As per Data Template)
Number of students selected to

- JAM
- NET
- SLET
- GATE
- GMAT
- CAT
- GRE
- TOEFL
- Civil Services
- State government examinations

Formula:

$$\text{Percentage per year} = \frac{\text{Number of students qualifying in state,national,international level exams}}{\text{Number of students appeared for the state, national, International level exams}} \times \mathbf{100}$$

$$Average\ percentage = \frac{\sum Percentage\ per\ year}{5}$$

File Description (Upload)
- Upload supporting data for the same
- Any additional information

Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)

Key Indicator- 5.3 Student Participation and Activities (45)

Metric No.		Weightage
5.3.1 Q$_n$M		**20**

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

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

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	00	00	00	02	00

Data Requirement for last five years: (As per Data Template)
- Name of the award/ medal: **Gold and Bronze Medal- 02**
- University/State/National/ International: **National**
- Sports/ Culture: **Sports- Kick Boxing**

File Description (Upload)
- e-copies of award letters and certificates
- Any additional information

Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year (Data Template)

5.3.2 Q$_l$M	**05**

Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

Describe the students' representation and engagement in various administrative, co-curricular and extracurricular activities within a maximum of 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-raging, cultural activity, sports etc.

- There are different Societies for various co-curricular and extra-curricular activities of college in which the elected members are given leadership and supported by teacher facilitators.

- Their suggestions are invited in all possible decision making processes 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.

File Description
- Paste link for additional information
  Upload any additional information

5.3.3. Q$_n$M   **20**

Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year wise during last five years:

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	63	69	87	96	00

Data Requirement for last five years: (As per Data Template)
- List of events/competitions

Formula:

$$\frac{\text{Number of sports and cultural events/competitions in which students of the Institution participated during the last 5 years}}{5}$$

File Description
- Report of the event
- Upload any additional information

Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)

Key Indicator- 5.4 Alumni Engagement (10)

Metric No.		Weight age
5.4.1 Q$_l$M		**5**

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.
Describe contribution of alumni association to the institution within a maximum of 500 words:

        Although college had formed Alumni Association during the first cycle NAAC assessment (Feb 2010) and Alumni members had contributed Rs 325000/- it could not be formally registered. In 2018-19 Alumni Fund received Rs.2 Lakh for garden development. Since then from time to time the alumni members have been invited by different departments.

        At the Department level most of the departments conduct annual alumni meet and

the senior alumni members are felicitated. The old and retired alumni explain their experiences and also share their vision for the development of the institution. Actually these meets inspire students for higher achievements. Many alumni in active service advise the students how to get different jobs by preparation in a focused manner.

Our College Alumni Association has been formally registered as per Chhattisgarh Government Society Registration Act on 18August 2021. Alumni Association has actively contributed in developing the college Botanical Garden. The digitization of the college library is under process for benefit of the students. The college has Rs 569000/- in Alumni account for timely upgrading of different needs of the college as and when approved by Alumni body.

File Description:
- Paste link for additional information

  Upload any additional information

5.4.2 Q$_n$M   **5**

Alumni contribution during the last five years (INR in Lakhs)

Options:
- A. ≥ 5 Lakhs
- B. 4 Lakhs - 5 Lakhs
- C. 3 Lakhs - 4 Lakhs   **Opt one**
- D. 1 Lakhs - 3 Lakhs
- E. <1 Lakhs

Data Requirement for last five years (year wise):
- Alumni association / Name of the alumnus
- Quantum of contribution
- Audited Statement of account of the institution reflecting the receipts.

File Description
 Upload any additional information

Criterion 6- Governance, Leadership and Management (100)

Key Indicator- 6.1 Institutional Vision and Leadership (10)

Metric No.		Weight age
6.1.1 Q_lM		**5**

6.1.1 Q$_l$M — **5**

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

Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the institution within a maximum of 500 words:

Kirodimal College (estd.1958) is one of the oldest Government PG College in Raigarh district, that aims to cater to the needs of students belonging to the diverse socio-economic background and cultivate moral, intellectual, spiritual, social, emotional and all-round development of its students.

Vision:

The vision of the college is enshrined in the Logo itself which proclaims "Vinayat Shobhate Vidya" which means "Humbleness graces knowledge". The College took it upon itself the mission of nurturing the minds of its students so that they grow to their maximum potential by acquiring knowledge and display humility in their professional and social life to be worthy citizens of this country.

To fulfill the vision, the College follows a path of continuous work along with its monitoring and requisite modification in the following manner:

➢ Faculty members, under the guidance of the affiliating university, i.e. Bilaspur University, continuously engage themselves in framing the syllabi of different programs offered by the College in such a way that a liberal view about theory and its practice can be presented before the students.

➢ Encouragement is provided to build up true leadership quality among the students in a just and equitable way by engaging them in activities like Students' Union, N.C.C. and N.S.S. Initiatives are taken to organize discussion, seminar, debate, cultural presentation, patriotic and nation-building activities so that students can ready themselves to be active participants in taking up social issues.

Vision Statement on Nature of Governance: As per its vision the college aims to impart maximum knowledge to its students as well as instil the sense of discipline and humbleness in their personal and social behaviour. For fulfilment of this aim and to coordinate important administrative, academic and extra-curricular activities the college constitutes different statutory committees and sub committees involving all stakeholders.

Mission Statement on Nature of Governance:
1. Formation of different statutory 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 and extra-curricular activities of the college.

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

➢ Principal level: All the administrative, academic and operational decisions are taken by Principal based on government policy 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, examinations, 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 by displaying responsible leadership through Students Union to develop academic and cultural activities of the college as individual/group coordinator of cultural, sports, co-curricular and extracurricular activities in campus and outside social service.

File Description
- Paste link for additional information
- Upload any additional information

6.1.2 Q₁M   **5**

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

Describe a case study showing decentralization and participative management in the institution in practice within a maximum of 500 words:
- ❖ In the hierarchy of Higher Education, first comes the Principal Secretary, subsequently the Commissioner, Joint Directors and then comes the Principal of the college who acts as the administrative head of the institution**.**
- ❖ Since Kirodimal college is a Government institution, all the major decisions are taken by the Directorate of Higher Education.
- ❖ The financial matter of the college is looked after by the Principal as Drawing and Disbursing Officer, who is appointed or authorized from among the

senior teachers.

❖ To assist the Principal and for smooth functioning of the college, there is a Staff Council constituting all teaching faculties where the Principal functions as the President and a senior Professor as Secretary.

❖ There are various committees like Examination Committee, Academic Committee, Disciplinary Committee, Finance and Purchase Committee etc. whose conveners and members are selected from the Teachers' Council.

❖ The work of the college administration is decentralized and the various committees are formed at the beginning of the academic year to support the system. Some of the functions of the committees are as follows:

1) The examination committee constituting a Superintendent and two or three Assistant Superintendents conducts various semester examinations as per the University Time table and undertakes internal examinations. Other than the regular University examinations, various competitive examinations are conducted by the college, whenever required by the government.

2) The admission committees arranges the admission of students to different Programs of the college.

3) Time Table committee prepares the combined routine and hands over the routine to the individual department. The Department then prepares its departmental routine.

4) Cultural committee arranges the entire cultural program including annual cultural festival. The committee also observes all the important national and international events in the college.

5) The disciplinary committee looks after the overall discipline of the college so that students try to maintain the rules and regulations of the college.

6) The academic committee looks after the overall management of teaching and learning activities of the college.

7) The finance and purchase committee looks after the purchase of various equipments, instruments, chemicals, furniture, etc. including infrastructure development.

8) Extra Curricular Activity Cell Committee encourages students to participate in debates arranged in the college campus and also take active part in various inter-college competitions.

9) Every committee is led by a convener and few members and these committees help to formulate and implement the strategic plans of the institution.

10) Apart from Staff Council, the College has IQAC, RUSA Committee. Throughout the academic year, all committees participate to resolve issues in the interest of the institution where every committee member has freedom to participate in decision making. The students take active part in various activities on the campus. This results in effective and proper execution of the allotted work and promotes cooperation between management, staff, and students. HODs are responsible for day to day management of respective Department.

Key Indicator- 6.2 Strategy Development and Deployment (10)

Metric No.		Weight age
6.2.1 Q_lM		**2**

The institutional Strategic/ perspective plan is effectively deployed

Describe one activity successfully implemented based on the strategic plan within a maximum of 500 words :
- Our College is a Government College and so all strategic plans are taken by the Department Higher Education, CG Government. However, all internal strategies are taken by the college for the smooth functioning of the college.
- One such strategic plan implemented by the college is the Teaching and Learning Process of the institution.
- The academic calendar is prepared by the Academic Committee and the combined routine of the institution is prepared by the Time table Committee at the beginning of each academic year.
- The Time table Committee first prepares the individual routine of Science, Arts, Computer Science and Commerce in consultation with each department. The combined routine is then prepared and handed over to the Principal for central monitoring.
- The Head of each department then formulate departmental routine, distribute syllabus among faculty members, so that the syllabus is completed within time.
- From time to time extra classes to complete the syllabus in time and revision classes are also taken for slow learners. In short, syllabus coverage is monitored by the Head of the Department of each department.
- Study materials, question papers of the preceding years are provided to advance as well as slow learners. Guidance is also provided by the faculty members to students for writing answer.
- There is a departmental library in each department from where books are provided as reference books to the students.
- ICT enabled classes particularly through PPT are also taken by some teachers to explain certain difficult topics in the easiest way.
- Study tours, field visits are arranged occasionally in some departments to enhance the experiential learning process.
- Each department has been provided with computers along with internet facilities for the smooth conducting of the department.

- For the proper guidance of the students, there is a mentor and mentee system. Assignments, Internal Examinations are part of continuous evaluation and group learning is also practiced in some departments. Each department strives to enhance the knowledge and make the students aware of the modern education system.
- To make the students ease, some departments conduct group discussion, quiz competition, and debate competition from their subject so that the students are also able to overcome their fear and expand their knowledge and to upgrade themselves. Library facilities, INFLIBNET facilities are also rendered to the students by this institution.

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

6.2.2 Q$_l$M   **4**

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

Describe the Organogram of the Institution within a maximum of 500 words:
- The Principal as the head of the institution along with the members of the Teachers' Council maintains a congenial and academic environment of the college.
- Major policy decisions are taken by the Directorate of Higher Education, which are communicated to the college through the Commissioner.
- In the college, the Principal is the apex authority and he is assisted by the Secretary, Staff Council and various committees. The Principal executes academic and administrative plans and policies with the help of various Committees and Cells.
- For management of the college activities the college also has NCC and NSS wings, IQAC Cell, NAAC Cell, and RUSA Cell.

Following are the various committees and cells of the college:
1) Staff Council,
2) Admission Committee
3) Planning & Purchase Committee
4) Academic Calendar &Time Table Committee
5) Disciplinary & Ragging Control Committee,
6) Student's Union Council
7) Women's Grievance Redressal Cell
8) Sports Committee
9) Extra Curricular Activity Cell (Cultural/ Literary/ Competitive Activities)
10)   UGC Cell
11)   Alumni/ Teachers-Guardian Cell
12)   Cycle Stand/Canteen Committee
13)   Students Welfare Cell
         (ST/SC/OBC/BPL Scholarship & Book Bank/Stationary Distribution)
14)   Girls' Hostel Management Committee

15) Student Life Cycle Management Committee
16) RUSA Committee
17) Ek Bharat Shresth Bharat Committee
18) NAAC IQAC Cell
19) Lead College Management Cell
20) Autonomous/Examination Cell
21) College Building & Cleanliness Maintenance Committee
22) Public Information & RTI Committee
23) PM/CM Skill Development Committee
24) College Magazine Committee
25) Laboratory Maintenance Committee
26) Library Committee
27) Grievance Redressal Cell (Employees)
28) Research Committee
29) Write-off Committee
30) Jan Bhagidari Committee
31) Administrative Audit Committee(Account Verification)
32) Academic Audit Committee
33) SWAYAM Cell
34) Red Ribbon Club
35) Youth Red Cross Cell
36) NSS Advisory Committee
37) Career Guidance Committee
38) Placement Cell
39) PG Building Maintenance Committee
40) Income Tax Committee
41) Distance Education Cell (IGNOU)
42) Distance Education Cell (PSSOU)

Appointment- Appointment of Assistant Professors is conducted after selection of candidates having NET/SET/PhD through Chhattisgarh Public Service Commission (CGPSC). Appointment of non-teaching staff i.e. Lab Technician, Lab Attendants, Peons and gardeners is made through tests and on compassionate ground as per government policy. Recruitment of Guest Lecturers is done individually by the college following the U.G.C rules and Higher Education guidelines. Supporting staffs for Day and Night Watchman is maintained in the college through outsourcing from local Security Service organizations.

Promotion Policy –Career Advancement Scheme (CAS) of the regular Faculty members is done by the Directorate of Higher Education as per the norms of UGC. Promotion of non-teaching employees is done as per the policies of the Government of Chhattisgarh.

Service Rules- All the employees of the college follow Chhattisgarh/MP Civil Service (conduct) Rules 1965.

File Description

- Paste link for additional information
- Link to Organogram of the Institution webpage
   Upload any additional information

6.2.3. Q$_n$M	4

6.2.3. Q$_n$M   **4**

Implementation of e-governance in areas of operation
1. Administration:
2. Finance and Accounts:
3. Student Admission and Support
4. Examination

Options:
  A. All of the above
  B. Any 3 of the above
  C. Any 2 of the above
  D. Any 1 of the above
  E. None of the above

Data Requirements: (As per Data Template)
- Areas of e-governance
   Administration
   Finance and Accounts
   Student Admission and Support
   Examination
- Name of the Vendor with contact details
- Year of implementation

File Description (Upload)
- ERP (Enterprise Resource Planning) Document
- Screen shots of user interfaces
- Any additional information

Details of implementation of e-governance in areas of operation, Administration etc (Data Template)

Key Indicator- 6.3 Faculty Empowerment Strategies (30)

Metric No.		Weightage
6.3.1 Q$_l$M		**05**

6.3.1 Q$_l$M   **05**

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

Provide the list of existing welfare measures for teaching and non-teaching staff within a maximum of 500 words:

Kirodimal PG College is a Government institution and has to follow welfare measures provided to teaching and non-teaching staff as per the guidelines of the government of Chhattisgarh. The institution has various effective welfare measures for teaching and non-teaching staff. Some of them are:
1. The salary component and other monetary benefits are given as per the recommendation of the UGC for Assistant Professors and Associate Professors and state pay commission for non-teaching staffs respectively.
2. Annual Increment @ 3% is given every year in July for every teaching and non-teaching staff of the college.

3. Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government.
4. The Assistant Professors and Associate Professors after completion of Ph.D. degree receive increment benefits as per the recommendation of the UGC.
5. Faculty members are encouraged to participate in the Orientation Program/ Refresher Course/ Seminars/ Workshop. Non-teaching staffs are also allowed to undertake various training programs for enhancing their professional knowledge.
6. General Provident Fund facilities, Contributory Provident Fund facilities, Gratuity Pension facilities, Group Life Insurance are provided to both the teaching and non-teaching staff. They also enjoy other benefits like House Rent Allowance, Dearness Allowance.
7. Festival advance is provided for teaching and non-teaching staff.
8. Loan without interest from the General provident fund is there for teaching and non-teaching staff.
9. Medical reimbursement is provided to Principal, Associate Professors and Assistant Professors and all Group C and Group D employees as per provision of CG Govt.
10. Both teaching and non-teaching staff can avail of Casual Leave, Earned Leave, and Medical Leave. Benefits of availing Child Care Leave, Maternity Leave, Paternity Leave as per state rules are also provided to the staff.

GPF/CPF:
Group insurance:
Gratuity:
Medical bill reimbursement:
 GPF loans:
 Festival Advance:
  Uniform & Washing allowance:
 for class IV employees

File Description
- Paste link for additional information
Upload any additional information

6.3.2 QₙM   **10**

Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	00	00	00	00	00

Data Requirement for last five years: (As per Data Template)
- Name of the teacher
- Name of conference/ workshop attended for which financial support provided
- Name of the professional body for which membership fee is provided

Formula:

$$\text{Percentage per year} = \frac{\text{Number of teachers provided with financial support to attend conferences,workshops and towards membership fee of professional bodies}}{\text{Number of full time teachers}} \times \mathbf{100}$$

$$Average\ percentage = \frac{\sum \text{Percentage per year}}{5}$$

File Description:
- Upload any additional information

Details of teachers provided with financial support to attend conference, workshops etc during the last five years (Data Template)

6.3.3 Q$_n$M   **5**

Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year wise during the last five years

Year	2016-17	2017-18	2018-19	2019-20	2020-21
Number	01	02	02	07	11

Data Requirement for last five years: (As per Data Template)
- Title of the professional development Programme organised for teaching staff
- Title of the administrative raining Programme organised for non-teaching staff
- Dates (From- to)

Formula:

$$\frac{\text{Total Number of professional development or administrative training Programmes organized for teaching and non teaching staff during the last five years}}{5}$$

File Description (Upload):
- Reports of the Human Resource Development Centers (UGC ASC or other relevant centers).

- Reports of Academic Staff College or similar centers
- Upload any additional information

Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)

6.3.4 Q$_n$M   **5**

Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years
(Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

Years	2016-17	2017-18	2018-19	2019-20	2020-21
Number	01	02	02	07	20

Data Requirement for last five years: (As per Data Template)
- Number of teachers
- Title of the Programme
- Duration (From –to)

Formula:

$$\text{Percentage per year} = \frac{\text{Total Number of teaching staff attending such Programmes}}{\text{Number of full time teachers}} \times 100$$

$$\text{Average percentage} = \frac{\sum \text{Percentage per year}}{5}$$

File Description
- IQAC report summary
- Reports of the Human Resource Development Centers (UGC ASC or other relevant centers).
- Upload any additional information
- Details of teachers attending professional development programmes during the last five years (Data Template)

6.3.5 Q$_l$M   **5**

Institutions Performance Appraisal System for teaching and non-teaching staff:
Describe the functioning status of the Performance Appraisal System for teaching and non-teaching staff within a maximum of 500 words:

The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. For this purpose, all regular Gazetted officers (Teaching Faculty) are given Performance Based Appraisal System (PBAS) format for their self-appraisal annually along

with ACR (Annual Confidential Report) forms to be filled individually. Each (PBAS) form is verified in consultation with the IQAC members and each ACR form is assessed confidentially by the Principal and then sent to Additional Director Bilaspur Zone for further assessment. These PBAS and ACR forms are further sent to Directorate of Higher Education, CG Govt. for further action. In case of promotion these PBAS and ACR are the basis for Career Advancement.

Non-teaching employees are also given Annual Confidential Report format and these are assessed by the Principal and sent through the Additional Director, Bilaspur Zone to DHE CG Govt. Their promotion is based on these ACRs along with their seniority which is conducted by the Department of Higher Education from time to time.

File Description
- Paste link for additional information

Upload any additional information

Key Indicator- 6.4 Financial Management and Resource Mobilization (20)

Metric No.		Weight age
6.4.1 Q$_l$M		**6**

Institution conducts internal and external financial audits regularly:

Enumerate the various internal and external financial audits carried out during the last five years with the mechanism for settling audit objections within a maximum of 500 words:

➤ The college maintains its cash books and stock registers as per the guide lines followed in the government offices. Accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly.

➤ As our College is a Government Institution the college can only conduct internal audit (verification of the Cash Book/Account register) from time to time by faculty members of Economics, Commerce and Mathematics departments.

➤ However, departmental stock of books and other equipments is done annually after March through College audit committee which includes faculty members.

➤ Normally the DHE initiates audit in colleges where the Principal/DDO retires from government service. The spectrum of the audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government.

➤ In our institution last government audit by DHE was conducted in 2011 when Principal Dr D R Patel retired for the period he was in charge. Recently (20-22 Sept 2021) the DHE conducted audit of Dr A K Shrivastav, Principal In-charge for his period of service (April 2012 – April 2016).

➤ There also is a provision of a special audit in case of any complaint regarding

financial misappropriation. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of Chhattisgarh.

➢ However the office of the Principal may seek external audit from certified Chartered Accountants for the procurement and purchase made from UGC/Autonomous/ Janbhagidari/ Alumni Fund. In view of the NAAC inspection the accounts of the above funds have been completed from May 2016 to March 2021throgh CA.

File Description
- Paste link for additional information

Upload any additional information

6.4.2 Q$_n$M   **8**

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

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

Year	2016-17	2017-18	2018-19	2019-20	2020-21
INR in Lakhs	00	00	00	00	00

Data Requirement for last five years (As per Data Template)
- Name of the non-government bodies, individuals, Philanthropers
- Funds / Grants received

File Description
- Annual statements of accounts
- Any additional information

Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years (Data Template)

6.4.3 Q$_l$M   **6**

Institutional strategies for mobilisation of funds and the optimal utilisation of resources
Describe the resource mobilization policy and procedures of the Institution within a maximum of 500 words:

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

available funds for the betterment of the students, teaching and non-teaching staffs.

The Principal asks for the requirements of various departments and discusses with Planning and Purchase Committee minutely and then approves purchasing of the required items. The Purchase Committee follows all government formalities for the utilization of the fund. Quotations are sought and then comparative charts are prepared. A supply order is given to the lowest bidder/vendor for the purchase of any material. At times purchases are made from the local Co-operative society, farms and DIC based on DGST rate for procurement. If the purchase of materials is below ten thousand, the purchase can be made directly without calling any tender. Up to 2.50 lakhs, the Principal can call tender but if the purchase is above 2.50 lakhs purchase has to be made by e-tender. Recently   Department of Higher Education instructed the college to make the purchase through GEM. Beneficiaries are added to the software and the payments are to be made online through the Public Finance Management System (PFMS).

An institution's standard is determined by its infrastructure as well as by the holistic development of students studying in it. Therefore our college invests some fund on the purchase of books and library management, updating of laboratories, sports and games, arrangement of seminars, competitive activities, cultural programs and national events.

For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. Our institution has a botanical garden and a green campus maintained by the fund provided to the college. For maintenance and upgrading of the existing facilities the college has a separate fund for payment of recurrent bills for electricity, water, internet and telephone. All miscellaneous expenses are met with Amalgamated funds.

File Description
- Paste link for additional information

Upload any additional information

Key Indicator- 6.5 Internal Quality Assurance System (30)

Metric No.		Weightage
6.5.1 Q$_l$M *Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes:*(maximum of 500 words):		**10**

- Post accreditation Internal Quality Assurance Cell (IQAC) has been formed by the college on 26 November 2012 which initiates all efforts of the college towards achievement of excellence in different areas.
- Before the commencement of the next session, IQAC chalks out an action plan and ensures that efforts are made by the institution to follow that action plan.
- Our institute has various committees and cells constituting of a coordinator and a few members who work for the quantitative and qualitative changes in the area

specified by the College and IQAC cell reviews the proceedings of each committee.

➢ IQAC also conducts academic audit (internal) of the college to review the academic achievements of faculty members, documentation of the various programs/activities across different units and departments of the college.

➢ It also collects and analyses feedback from the students, parents and updates on the institutional website.

➢ Measures and strategies to be implemented for quality assurance are regularly discussed in the IQAC meetings.

Quality Enhancement Initiatives:

Advance Action Planning: In chalking out the annual action plan for conducting various activities in coordination with Academic calendar, all HODs, program coordinators of NCC and NSS units are invited to the meeting of IQAC. Upon the initiative of the institution, it is implemented across the departments/units/cells by the College administration for smooth running of the institution. The academic calendar is an integral part of this action plan which is prepared before the commencement of each academic session.

Students' Feedback: IQAC Cell of the College 2013 onwards introduced manual student feedback forms on overall institutional performance regarding the teaching-learning process, evaluation process, library services and other support services of the College from the final semester UG and PG students of each academic session. Since 2018 online feedback forms are available on the college website for students and parents. Students' responses are analyzed by the respective PG departments and submitted to IQAC Cell. The feedback received is discussed by IQAC members with Head of the Departments for taking initiatives in quality sustenance.

This effort has helped improve the teachers' skill of teaching and evaluation and create healthy communication between students and teachers; services like library, cleanliness in classrooms and toilets, safe drinking water and hygienic food given by canteen etc.

Syllabus Revision: The college functioned as autonomous college during I cycle of assessment by NAAC. At the time the syllabus for PG programs were being prepared by the college in university pattern. According to suggestion by peer team IQAC initiated process to implement UGC guidelines in each semester 04 theory papers are introduced and in practical subjects 02 practical papers are introduced instead of one paper.

Examination Reform: For UG programs the college earlier continued affiliation with university. As per peer team suggestion complete autonomy system was implemented since 2012 for UG programs as well. In 2014 semester system was introduced for all UG programs as a process for examination reform by IQAC.

File Description
- Paste link for additional information

Upload any additional information

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities -
(For first cycle - Incremental improvements made for the preceding five years with regard to quality.
For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives):

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 500 words each:

As per the recommendations for quality enhancement of the institution of the NAAC Peer Team report February 2010 following quality initiatives have been undertaken by IQAC:
 Syllabus Revision: The college functioned as autonomous college during I cycle of assessment by NAAC. At the time the syllabus for PG programs were being prepared by the college in university pattern. According to suggestion by peer team IQAC initiated process to implement UGC guidelines in each semester 04 theory papers are introduced and in practical subjects 02 practical papers are introduced instead of one paper.
 Examination Reform: For UG programs the college earlier continued affiliation with university. As per peer team suggestion complete autonomy system was implemented since 2012 for UG programs as well. In 2014 semester system was introduced for all UG programs as a process for examination reform by IQAC.
Use of ICT & Online Teaching- Another reform facilitated by IQAC is enhanced use of ICT and online in teaching and learning processes. The goal is to make the teaching learning process more learners centric. The departments were asked to integrate information technology with teaching learning process during COVID pandemic. Classroom lectures were supplemented with online teaching on platforms like Google Meet, Webex, Teachmint, Micrsoft Team and use of PPT. Besides, students were made aware of the use of e-books on N-list and provided related lecture links available on YouTube and various web links that related them to their topics of study. The college has also established a computer lab with 45 desktop computers with LAN connection to facilitate the students.
Implementation of Feedback System - The College reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. HODs are conveyed through meeting to monitor formal classroom feedback apart from the student satisfaction survey (SSS) to review the teaching process and take required steps for further improvement. Student feedback forms are collected and analyzed on a regular basis by IQAC through Head of each Department and also discussed in the IQAC meeting. During COVID pandemic the faculty members used to facilitate the students and engage them in study and other constructive activities. As per DHE guidance the faculty members online activity were reviewed and reported to Govt.
Activation of Placement & Guidance Cell: The college placement cell was activated in 2016 and for three years   till session 2018-19   Bhushan Steels Industry located in

Jharsuguda (Odisha) and Balco Korba (Chhatisgarh) was invited to conduct campus recruitment. So far 68 students have been placed in these industries. Due to Covid pandemic the process could not be continued. We are exploring possibilities with other local industries for future campus recruitment to facilitate the students. The PG students have been guided throgh PG departments to appear in SET and NET examinations. So far -------- students have qualified in these test and ------- have been selected as Assistant Professor in DHE Chhatisgarh.

File Description
- Paste link for additional information

Upload any additional information

6.5.3 QₙM   **10**

Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality intitiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Options:

A. All of the above
B. Any 3 of the above
C. **Any 2 of the above**
D. Any 1 of the above
E. None of the above

Data Requirement for last five years: (As per Data Template

Quality initiatives
- AQARs prepared/ submitted
- Collaborative quality initiatives with other institution(s)
- Participation in NIRF
- Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description
- Paste web link of Annual reports of Institution
- Upload e-copies of the accreditations and certifications
- Upload any additional information
  Upload details of Quality assurance initiatives of the institution(Data Template)

Criterion VII – Institutional Values and Best Practices (100)

Key Indicator - 7.1 Institutional Values and Social Responsibilities (50)

Metric No.		Weightage
	Gender Equity	
7.1.1 QlM		**5**

Measures initiated by the Institution for the promotion of gender equity during the last five years.
Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words-

   Being a co-education institution Kirodimal College is always sensitive towards problems pertaining to the girls taking admission in the college. We are always concerned with their physical and mental wellbeing by providing them education for social, political and economic betterment. The college has organized the following lecturers and programs touching the issue of gender equity in last five years:

- Students and faculty members participated in a street rally on the eve of International Women's Day.
- Awareness program on Agriculture, Child education & women safety from domestic violence for villagers of Yogitarai & Telipali Pussore 9 Oct 2016
- Voter Awareness Campaign & Oath Taking 25 Jan 2017
- Organized lectures on *Right to Information: Protect & Educate Girl Child* in collaboration with District administration was conducted in Political Science Dept on 15 & 18 April 2017.
- Special Program on *Save & Educate Daughters* in Mini Stadium Raigarh 12 Oct 17
- A Lecture on Gender Equality was organized on International Women's Day 8 Mar 2020. An eminent Professor of Political Science from KMT College, Raigarh delivered lecture on "Domestic Violence against Women is a threat to Social Security" concerning Women's Rights.
- A special One Week Self Defense Training for Girls 7-13 July 2019 was conducted by NCC Girls' Cadets (28 CG Bn. N.C.C.) in the college ground. There the NCC Girls' cadets of Kirodimal College trained school and college girls in Martial Art like Judo, Karate, etc. to fifty eight (58) girls who participated in the program.

a) Safety and security of all the students, teachers, non-teaching staff and the visitors to the college are always the first priority. To ensure a safe campus and a secured environment the college has embarked upon the following initiatives:

- The regular presence of a gatekeeper.
- A Complaint Box is there for the students in the office.
- There is an Anti-ragging and sexual harassment cell in the college to deal with the problem.

- Maintenance of First-Aid Box by the NSS and NCC units and in the main office.
- Separate toilets for the male and female teaching and non-teaching staff.
- Separate toilets for boys and girls.
- Identity Cards are issued to all students.

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

c) Common Rooms - The College has separate Common room for Girls.

Provide Web link to:
- Annual gender sensitization action plan
- Specific facilities provided for women in terms of:

a) Safety and security

b) Counselling

c) Common Rooms

d) Day care center for young children

e) Any other relevant information

Environmental Consciousness and Sustainability	

7.1.2 Q$_n$M   **5**

The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Options:

A. 4 or All of the above

B. Any 3 of the above

C. **Any 2 of the above**

D. Any 1 of the above

E. None of the above

Upload:
- *Geotagged Photographs*
- *Any other relevant information*

7.1.3 Q$_l$M   **4**

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)
- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management

- Waste recycling system
- Hazardous chemicals and radioactive waste management

In order to nurture environment consciousness in the future citizens Kirodimal Govt. College has undertaken following steps:

Solid Waste Management- To keep the campus neat and clean, the college has placed solid waste disposal boxes in different corners of the college campus, so that the students, teaching and non-teaching staff use these boxes to dispose trash. Sometimes the NSS volunteers also clean dry leaves, plastic bags etc. from the college campus as part of their cleanliness activity. For the solid waste generated in laboratories of different science departments such as broken glass, packing, paper, samples etc. especially the chemistry these are disposed of in separate boxes kept for this purpose only. The solid waste like broken furniture of wooden and iron material is brought to reuse after assembling the useable parts otherwise disposed through auction as per government rule.

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

E-waste management- Being a government institution E-waste cannot be disposed of without the permission of DHE. However, the college maintains disposal of e-waste in a planned way. E-waste materials like totally damaged or dysfunctional computers, non-functioning digital apparatus like Mother Board, Hard Drive, Key board, mouse and other office E-wastes are stored in a separate room for record and timely disposal after due permission.

Other than these, college maintains clean green campus. Initiatives are taken to reduce paper waste by most official communication through email. College actively organizes Swachh Bharat Abhiyan through NCC and NSS cadets and volunteers to create awareness and consciousness among students.

Provide web link to
- Relevant documents like agreements/MoUs with Government and other approved agencies
- Geotagged photographs of the facilities
- Any other relevant information

7.1.4 Q_nM   **4**

Water conservation facilities available in the Institution:

1. Rain water harvesting ☐
2. Borewell /Open well recharge ☐
3. Construction of tanks and bunds ☐
4. Waste water recycling ☐
5. Maintenance of water bodies and distribution system in the campus ☐

Options:
A. Any 4 or all of the above
B. **Any 3 of the above**
C. Any 2 of the above

D. Any 1 of the above
E. None of the above

  Upload :

- Geotagged photographs / videos of the facilities
- Any other relevant information

7.1.5 Q_nM   **4**

Green campus initiatives include (4)

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

  1. Restricted entry of automobiles ☐
  2. Use of Bicycles/ Battery powered vehicles ☐
  3. Pedestrian Friendly pathways ☐
  4. Ban on use of Plastic ☐
  5. Landscaping with trees and plants ☐

Options:
A. Any 4 or All of the above
B. **Any 3 of the above**
C. Any 2 of the above
D. Any 1 of the above
E. None of the above

Upload
- Geotagged photos / videos of the facilities
- Various policy documents / decisions circulated for implementation
- Any other relevant documents

7.1.6 QnM   **5**

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

7.1.6.1. The institutional environment and energy initiatives are confirmed through the following

1.Green audit ☐
2. Energy audit ☐
3.Environment audit ☐
4.Clean and green campus recognitions/awards ☐
5. Beyond the campus environmental promotional activities ☐

Options:
A. Any 4 or all of the above
B. Any 3 of the above
C. Any 2 of the above
D. Any 1 of the above
E. None of the above

Upload:
- Reports on environment and energy audits submitted by the auditing agency

- Certification by the auditing agency
- Certificates of the awards received
- Any other relevant information

7.1.7 Q$_n$M   **4**

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

Options:
A. Any 4 or all of the above
B. Any 3 of the above
C. **Any 2 of the above**
D. Any 1 of the above
E. None of the above

Upload:
- Geo-tagged photographs / videos of the facilities
- Policy documents and information brochures on the support to be provided
- Details of the Software procured for providing the assistance
- Any other relevant information

	Inclusion and Situatedness	

7.1.8 Q$_l$M   **5**

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within 500 words).

India is a country of diversity where people belonging to different religious, racial, cultural and linguistic identities live together harmoniously. Keeping this in view, Kirodimal College strives to maintain harmony and goodwill among the students. Most of the students studying in the college are either locals of Chhatisgarh or belong to other states of India as Raigarh is an industrial hub. Admission process is carried out following government rules for reservation in each category.

In extension activities participation of faculties, students and non-teaching staff is commendable. All students along with faculty members are fully involved in the various activities like national festivals, awareness rallies, government programs and campaigns. Environmental awareness, social harmony, unity, and moral values are displayed through flex boards in the college campus. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. These activities have a very positive impact on society's cultural and communal thoughts directly.

The college celebrates Republic Day, Independence Day, Rastra Bhasha Divash, Gandhi Jayanti and Rashtriya Ekta Divas every year with great honor and respect. These programs organized

by the college promote greater values of life, love, integrity, fraternity and patriotism in the minds of the students. The NCC cadets and NSS volunteers collect money from students, teachers and office staff of the college for contribution to the Armed Forces Flag Day to show regards to the armed forces for their services to the nation. Thus the institute plays a positive role as a catalyst for national integration in inducing a sense of commitment and responsibility towards nation, society and humanity at large among the students.

Provide Web link to:
- Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)
- Any other relevant information.

	Human Values and Professional Ethics	

7.1.9 Q$_l$M   **4**

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.

The preamble of the constitution is displayed through flex boards in the college campus to make aware about the fundamental political principles, procedures, rights, feeling of brotherhood and a sense of belonging among selves.

➢ Every year 26th November is celebrated as *'Constitution Day'*. Various types of activities had been arranged by Department of Political Science through Lectures of eminent speakers to reiterate the significance of the constitution of India and encourage students to take part in the political process. The college SWEEP team has taken initiative to organize debates and competitions in which successful students are awarded on 25th January (**National Voters Day**).

➢ On 26th January *'Republic Day'* is celebrated every year when national flag is hoisted to commemorate the adoption of the constitution. On this day speeches on constitution formation and its importance are delivered by faculty members and Principal of the college. The students get to know their duties towards their motherland and also the rights provided to each individual by our constitution.

➢ *''Independence Day'* is celebrated annually on August 15 by hoisting the national pride tricolor flag at our college premises by the Principal. Observance of this day makes us aware of our duties towards our nation and helps to promote patriotism and national unity. On this day we also remember contribution of all the freedom fighters who played very important role and sacrificed their lives for bringing independence.

➢ *National Unity Day* is observed on 31st October by the institute to commemorate the birth anniversary of freedom fighter Sardar Vallabhbhai Patel who had united all the kingdoms after independence. Students are made aware of the importance of uniting the nation and the contribution of Sardar Patel in this great national effort.

- Details of activities that inculcate values; necessary to render students in to responsible citizens
- Any other relevant information

7.1.10 Q_nM   **5**

The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

The Code of Conduct is displayed on the website

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

Options:
A. All of the above
B. **Any 3 of the above**
C. Any 2 of the above
D. Any 1 of the above
E. None of the above

Upload:
- Code of ethics policy document
- Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.
- Any other relevant information

7.1.11 Q_lM   **5**

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

Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the last five years within 500 words:

       Our Institution organizes National and International commemorative days and festivals with great zeal. Through the celebration of these events, the staff and the students of this college learn the importance of national integrity in the country and their role in it. The following important national and international events are celebrated each year:

- 26th January Republic Day is celebrated every year to commemorate the adoption of the Constitution.
- 28th February National Science Day is celebrated to commemorate the birth day of Indian scientist C. V. Raman who won Noble Prize in Physics in 1930 for discovery of the "Raman effect".
- 8th March International Women's' Day is observed in the college every year to help students to eliminate discrimination against women.
- 21st June International Yoga Day is observed early in the morning by practicing Yoga, Pranayam, Meditation by students, teaching and non-teaching staff of the college.
- The NCC wing observes "Kargil Victory Day" on 26th September to sensitize the students about the sacrifices made by the armed forces in protecting the borders.

- 15th August Independence Day a grand event is celebrated very year by the college with the unfurling of the flag by the Principal of the college.
- 5th September Dr. Sarvapally Radhakrishnan Birth Anniversary is celebrated as Teachers' Day with great fervor by the students to show their regards to the teachers.
- 2nd October Mahatma Gandhi Birth Anniversary is celebrated in a befitting way in the month of October itself through seminars, lectures and quiz competition based on the life of Gandhiji.
- 31st October Birth Anniversary of Sardar Ballabh Bhai Patel is celebrated as National Unity Day (Rastriya Ekta Divas) is observed centrally by the state where the students of the college participate.
- 26th November Constitution Day is celebrated by the Political Science Department to commemorate the adoption of the constitution by constituent assembly.
- 1st December World Aids Day is observed to raise awareness of the pandemic caused by the spread of HIV infection.
- 7th December Indian Armed Flag Day to commemorate this day by NCC and NSS students of College with teaching and non-teaching staff.

Provide weblink to :
- Annual report of the celebrations and commemorative events for the last five years
- Geotagged photographs of some of the events
- Any other relevant information

Key Indicator - 7.2 Best Practices (30)

Metric No.		Weightage
7.2 Q$_1$M		**30**
Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.		

BEST PRACTICE 1

1. **Title- Health Awareness & Preventive Medicare for Students**:

2. **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.

3. **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.

4. **The Practice** - 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.

5. **Evidence of Success**- Our Red Cross society has since three 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 practice has been beneficial for providing our students with free de-worming medicines as well as their health check u in a coordinated manner. Most successfully, through them the college has spread awareness about the different government sponsored health scheme among their families and neighbours in the distant villages who live in below poverty lines.

6. **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.

7. **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

1. Title- Popularizing Yoga Culture & Holistic Development of Students:

2. **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.

3. 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.

4. **The Practice** - In 2015 three days Yoga program was held during International Yoga Day when it was introduced by the central government. It is extended further by the NCC and NSS cadets among all new entrants to college. In addition for 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.

5. **Evidence of Success**- We have been continued this practice for last five years to educate our students about benefit of Yoga in maintaining overall fitness and concentrate in their study. One of our alumni Abhishek Dubey is now an international Yoga Trainer at California Fitness and Yoga Center in Hanoi,

Vietnam. This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus.

6. 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.

7. Notes: This best practice helps 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.

Provide web link to:
- Best practices in the Institutional web site
- Any other relevant information

Note:
Format for Presentation of Best Practices

1. **Title of the Practice**
   This title should capture the keywords that describe the practice.

2. **Objectives of the Practice**
   What are the objectives / intended outcomes of this "best practice" and what are the underlying principles or concepts of this practice (in about 100 words)?

3. **The Context**
   What were the contextual features or challenging issues that needed to be addressed in designing and implementing this practice (in about 150 words)?

4. **The Practice**
   Describe the practice and its uniqueness in the context of India higher education. What were the constraints / limitations, if any, faced (in about 400 words)?

5. **Evidence of Success**
   Provide evidence of success such as performance against targets and benchmarks, review/results. What do these results indicate? Describe in about 200 words.

6. **Problems Encountered and Resources Required**

Please identify the problems encountered and resources required to implement the practice (in about 150 words).

7. **Notes (Optional)**

Please add any other information that may be relevant for adopting/ implementing the Best Practice in other Institutions (in about150 words).

Any other information regarding Institutional Values and Best Practices which the university would like to include.

Key Indicator - 7.3 Institutional Distinctiveness (20)

Metric No.		Weightage
7.3 Q$_l$M		**20**
Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words:		

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 in which it is still functional. The institution has a separate Building for functioning of PG departments of faculty of Arts at Boirdadar one kilometer away from the main campus. For a long time it was the only college in the district to cater to the regional educational needs of the majority rural and tribal population of this backward region.

In its history Kirodimal College boasts of being led by poet professor Rameshwar Shukla 'Anchal' and many more educationists to add to its distinctive status. Since its inception our college has been affiliated to Dr. Hari Singh Gour University Sagar (1958-63), Pt. Ravi Shankar Shukla University Raipur (1963-1982) and Guru Ghasidas University Bilaspur (1983-2009) and Atal Bihari Bajpayee Vishwavidyalay Bilaspur (2009-21). At present it is affiliated to Shaheed Nandkumar Patel Viswavidyalay, Raigarh which is recently established by the state government. Seth Kirodimalji's vision has come to fruition as at present the institute offers Nine Post Graduate programs in Arts and 05 in Science subjects and 04 UG programs including arts, science, commerce and computer application streams.

The college has two Study Centers of distance learning education- Indira Gandhi National Open University (IGNOU) (2006) and Pt. Sundarlal Sharma Open University, Bilaspur (PSSOU) (2005) an educational innovation of Chhatisgarh Govt. Many professional and skill based courses like PGDCA, DCA and Management etc. as well as value based 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.

Distinctiveness in Teaching-Learning and Student Support:-
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.

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-learning and student support to induce the students as future manpower of the nation as well as for the regional industries and leaders of various developments.

Provide web link to:
- Appropriate web in the Institutional website
- Any other relevant information

Declaration by the Head of the Institution

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in this SSR during the peer team visit.

Coordinator IQAC

Dr. A. K. Tiwari
Principal
Signature of the Head of the institution
with seal:

Place: Raigarh
Date: 10/01/2021

No.   **KGC/NAAC/SSR/1319/ 2022**   Raigarh, Dt. 10/01/2022

To

Additional Director,

Higher Education, Bilaspur Zone,

ERR Govt. Science PG College,

Seepat Road, Bilaspur (CG)

Subject : <u>SSR Submission.</u>

Dear Sir,

As per instruction of SLQAC a copy of the proposed Self Study Report of this college which is to be uploaded on NAAC portal before 21 Jan 2022 is hereby submitted.

Kindly verify the proposed Self Study Report for any changes to be made.

Thanking You.

Yours faithfully

Coordinator IQAC   Principal