# Yearly Status Report - 2019-2020

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1. Name of the Institution** | **GOVT. GHANSHYAM SINGH GUPT PG COLLEGE BALOD** |
| Name of the head of the Institution | **Dr. J.K. Khalkho** |
| Designation | **Principal** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **07587794356** |
| Mobile no. | **9425475858** |
| Registered Email | **govtcollbalod@rediffmail.com** |
| Alternate Email | **govtcollbalod@gmail.com** |
| Address | **Word 15, Dallirajhara Road, Balod** |
| City/Town | **Balod Th-Balod DIstt -Balod** |
| State/UT | **Chhattisgarh** |
| Pincode | **491226** |

## 2. Institutional Status

| | |
|---|---|
| Affiliated / Constituent | **Affiliated** |
| Type of Institution | **Co-education** |
| Location | **Rural** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **C. D. Manikpuri** |
| Phone no/Alternate Phone no. | **07587794356** |
| Mobile no. | **9407908280** |
| Registered Email | **iqacgsgbalod@gmail.com** |
| Alternate Email | **govtcollbalod@gmail.com** |

## 3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | [http://www.govtcollbalod.ac.in/Content/139_AQAR_2018_19_Submitted.Pdf](http://www.govtcollbalod.ac.in/Content/139_AQAR_2018_19_Submitted.Pdf) |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | [http://www.govtcollbalod.ac.in/Content/133_Academic_Calender_2019_20.Pdf](http://www.govtcollbalod.ac.in/Content/133_Academic_Calender_2019_20.Pdf) |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **1** | **C+** | **61** | **2005** | **28-Feb-2005** | **27-Feb-2010** |

## 6. Date of Establishment of IQAC

| | |
|---|---|
| **6. Date of Establishment of IQAC** | **21-Nov-2012** |

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| **NATIONAL SEMINAR ON HUMAN** | **14-Feb-2020** | **148** |

| | | |
|---|---|---|
| RIGHTS : POSITION & ANALYSIS | 2 | |
| NATIONAL UNITY DAY | 31-Oct-2019 1 | 50 |
| NATIONAL WORKSHOP ON GANDHISM IN CURRENT SCENARIO | 17-Feb-2020 1 | 98 |
| MATHEMATICS DAY | 22-Dec-2019 1 | 70 |
| CARRIER GUIDANCE PROGRAM | 10-Jan-2020 1 | 150 |
| SANVIDHAN DIWAS | 21-Jul-2019 1 | 100 |
| INTERNATINAL WOMAN | 08-Mar-2020 1 | 55 |
| INTERNATINAL YOGA DAY | 21-Jun-2020 1 | 50 |
| FEEDBACK OF PARENTS | 16-Jan-2020 1 | 100 |
| FEEDBACK OF STUDENTS | 14-Jan-2020 1 | 200 |
| [View File](#) | | |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| NIL | NIL | NIL | 2020 NIL | 0 |
| No Files Uploaded !!! | | | | |

| | |
|---|---|
| **9. Whether composition of IQAC as per latest NAAC guidelines:** | **Yes** |
| Upload latest notification of formation of IQAC | [View File](#) |
| **10. Number of IQAC meetings held during the year :** | **2** |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | **Yes** |
| Upload the minutes of meeting and action taken report | [View File](#) |
| **11. Whether IQAC received funding from any of the funding agency to support its activities** | **No** |

during the year?

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

1. ANNUAL ACADEMIC AUDIT 2. FEEDBACK ANALISIS 3. RESULT ANALISIS 4. SVEEP PROGRAM
5. PREPARATION AND DISTRIBUTION OF ACADEMIC CALENDER TO ALL STAFF MEMBER AND
STUDENTS 6. NATIONAL SEMINAR ON HUMAN RIGHTS: POSITION ANALYSIS 7. NATIONAL
WORKSHOP ON GANDHISM IN CARRENT SENARIO

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action | Achivements/Outcomes |
|---|---|
| 10. Proposals for workshop, seminar, minor research projects, faculty development program, and other UGC sponsored program are welcomed by the IQAC, and should be sent to UGC through proper channel. | Seminar proposal from Law department and Workshop proposal from Sociology department received and organized under IQAC. |
| 9. New course books, reference books, competitive books, journals and magazines should be subscribed. The list of books must be provided by all the HOD's to the Librarian. | Book and magazines are purchased as per government rule, by the Librarian according to demand of teachers. |
| 8. From college stakeholders, text books, reference books and other general-knowledge books issued and the record of the same must be maintained. | 8. From college stakeholders, text books, reference books and other general-knowledge books issued and the record of the same must be maintained. |
| 7. Series of lectures of subject expert should be arranged in the interdisciplinary college level. The concerned HOD's are requested to provide the details. | A series of lectures were organized like as Computer awareness by Computer science Department . |
| 6. Teacher should be inspired to participate actively in research paper publications, workshops, seminars and Short term courses. At the same time students should be inspired to participate in educational excursions. | Teachers attended workshop ,conference ,seminar and faculty development program organized on other colleges and universities . |
| 5. Students should be informed about the rules & regulations, and consequences of ragging & in-disciplinary action at the beginning of the session. The "Disciplinary-committee" should inspect it regularly. The report of the same must be preserved | Rules and regulations are displayed in the college signboard, notice board and suitable places in the campus. The same is also given in the college broacher. Anti-ragging program has been organized. |
| 4.Preparation of prospectus and upload on college website for proper fulfill | Prospectus helps students for admission procedure , available programmes and |

| | |
|---|---|
| all sheets of course running in the college . | facilities of college .Prospectus of college prepared and uploaded on website. Notification of starting date and last date of admission published on notice board and local newspaper. More than 80% sheets filled in all courses. |
| 3. Preparation of time-table for session 2019-20 according to the University syllabus. | Time table prepared and released by the Head of the Committee of time-table for teaching and other activities. All department has been done curricular and co-curricular activities on following to time table. |
| 2. Preparation and distribution of academic calendar for session 2019-20 to all staff members and students . | College has made academic calendar as per the guideline of Department of Higher education department C.G. Govt. and affiliated University. It helps staff and students to made their academic plan properly. The teachers prepare annual teaching plan with month wise distribution of syllabus ,according to academic calendar. |
| 1. Formation of academic curricular committee of the college of session 201920 | Official letter is released as per Committee was constituted at the beginning of the session. All committees supported to the Principal on management of the college as well as active on implementation of various activities. |
| [View File](View File) ||

| **14. Whether AQAR was placed before statutory body ?** | **Yes** |
|---|---|

| Name of Statutory Body | Meeting Date |
|---|---|
| **IQAC COMMITTEE** | **28-Aug-2020** |

| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | **No** |
|---|---|
| **16. Whether institutional data submitted to AISHE:** | **Yes** |
| Year of Submission | **2020** |
| Date of Submission | **31-Jan-2020** |
| **17. Does the Institution have Management Information System ?** | **Yes** |

| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | Management Information System Information regarding the college is being done through college website. College Prospectus is uploaded in website, in which all information about college is given. Relevant information and notices regarding the student are uploaded on the website. All Fees are shown in the college website. Enrollment of new student in the university, Annual and Semester examination form of new students, scholarship to SC/ST/OBC before submitting online application by students etc. are processed online by college. Data required by the University is sent through emails. Internal/practical exam of PG second and fourth semester organized by online mode. Internal/practical examination marks are sent to university through online. Information is given to stake holders through college website or through Social Network. Information to stakeholders through college website is given. Staff is informed through SMS, Whatsapp group and verbally through meetings. Staff salary notification is received through SMS and online salary bills is submitted through college. Finance Accounting in bank is conducted through checks, DD, NEFT/RTGS in Bank. Payments of Janbhagidari teachers/workers are done through online. Student evaluates (give the feedback) of department, teacher and college through offline/online in Corona pandemic but this feedback analysis and suggestion are mentioned in college website. Feedback analysis of other stake holders with their suggestion is also uploaded in the college website. |
| --- | --- |

## Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

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

Government Ghanshyam Singh Gupt P.G. College , Balod is an affiliated institution with Hemchand Yadav university,Durg. The University frames the curriculum of all the subjects to be delivered in the affiliated institutions. The college vision, mission and objectives are communicated to all stakeholders through college website and admission prospectus. The college has various well-structured processes for the effective implementation and delivery of the

curriculum. At the beginning of the academic year, an Annual Academic Plan (Academic Calendar of the College) is prepared by the college committee based on academic calendar of the university and departmental academic plans. The College Staff Council, timetable and workload committees are also involved in the process. Academic calendar : Academic calendar is prepared to include Admission procedure, University Examination schedule (Internal test, Semester exam, Unit test), Planning for extra-curricular activities of NSS, Cultural activities, activities on national days, mention national & local holidays and vacations, Activities of Sports & tentative dates of Annual function, Prize distribution programmes. Time table planning : Time table committee of the college prepares the master time table for the entire academic year. The approved Time table is displayed on notice boards. Time table is prepared to indicate specific class and laboratory hours. Departmental time table is prepared by Head of Department as per master time table. HOD conveys departmental meetings to distribute and assign the teaching workload among the departmental members. Lesson plan for every subject is prepared by the respective course handling by H.O.D in line with the university syllabus. Session plan is prepared by every faculty. Class-wise, course-wise and number of lecture wise teaching plan is prepared by the individual faculty. Teaching-Learning evaluation planning : The teaching, learning and evaluation schedules are strictly as per the Academic calendar notified by the University. college committees hold meetings at the end of year/semester to discuss and plan in advance the execution of courses in the subsequent semester/year. Various course delivery methods are followed by the faculty such as, Lectures, Class presentations, Tutorials, field/project work, Practical labs, E- learning. The college has a practice of inviting experts for various projects, practical and theory evaluations with the view to ensure quality of education, and objectivity in the teaching-learning processes. The Internal assessment which consists of internal tests, presentations, projects and assignments are conducted to evaluate the performance of students. The final Internal Assessment of the students is uploaded and submitted to the University in timely manner under the supervision of Internal Assessment Committee of the college. Institutional Aid : The college provides the following resources for the effective delivery of curriculum: Well-equipped and stocked library, with good collection of books and periodicals, Computer labs for the students' classes and computers for departments are provided. Projectors, display screens and computer are available for the teachers for seminar presentation. All faculties of the college are permitted to attend FDPs, Orientation and Refresher Courses conducted by various HRDCs of India. Resource Planning: Yearly budget is prepared based on consumables and equipment and planned lab wise

## 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|---|---|---|---|---|---|
| NIL | NIL | Nil | 0 | NIL | NIL |

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|---|---|
| Nill | NIL | Nill |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|---|---|
| Nill | NIL | Nill |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|  | Certificate | Diploma Course |
|---|---|---|
| Number of Students | Nil | Nil |

## 1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| NIL | Nill | Nill |
| **No file uploaded.** | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| BA | ENVIRONMENT FIELD WORK | 372 |
| BSc | ENVIRONMENT FIELD WORK | 356 |
| BCom | ENVIRONMENT FIELD WORK | 165 |
| MA | SOCIOLOGY PROJECT WORK | 30 |
| MA | SOCIOLOGY PROJECT WORK | 18 |
| MCom | PROJECT WORK | 12 |
| BCA | ENVIRONMENT FIELD WORK | 13 |
| [View File](#) | | |

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
|---|---|
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

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

Feedback Obtained

College collect feedback from our students, teachers, alumni and parents at the end of each academic session. IQAC prepared separate questionnaires for each of the stakeholders. Student's feedback is received on varied aspects of the college including: The question for syllabus is as below Learning value in term of skills/concepts/knowledge/analytical/abilities, Depth of the course content, Extent of coverage of course, Availability of study materials, Reference and text book Level of course on the basis of understanding. Usefulness of course in career building and other query are teachers and teaching methods, departmental facilities, library, administration and staff behavior, lab facilities, college campus, academic environment, different activities etc. IQAC, Principal and faculty member motivate students to fill feedback. Teachers

feedback on curricular aspect is collected at the end of every year. Alumni feedback question cover on curricular aspects, quality of teaching, campus, infrastructure and overall rating of the college. Parents Feedback: Parents were asked questions related to the workload in various courses, curriculum delivery in the college, additional courses offered by the college for enriching the curriculum etc. According to above mention question all stakeholders put their view. First, we collect feedback and analyzed it. Our feedback analysis committee analyzed all feedback and prepared a conclusion of each feedback question. Necessary actions like improvement in facilities, regular arrangement of lectures and practical's, intimating the concerned teachers about Program and Courses etc Additionally the college has a suggestion box and the inputs are analyzed by the Management and necessary amendments are made. Their feedback regarding physical facilities, co-curricular and extracurricular activities of the college is discussed in the IQAC meetings and necessary steps are taken to solve their grievances if there are any. College infrastructure and facilities are continuously being upgraded to suit the needs of changing curriculum. Many infrastructural improvements to provide bigger, better equipped classrooms to the students and fulfill all necessary requirements of space.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---|---|---|---|---|
| MSc | BOTANY | 40 | 82 | 40 |
| MCom | COMMERCE | 40 | 91 | 40 |
| MA | HINDI | 40 | 54 | 34 |
| MA | ECONOMICS | 40 | 44 | 24 |
| MA | POLITICAL SCIENCE | 40 | 47 | 32 |
| MA | SOCIOLOGY | 40 | 43 | 35 |
| BCA | BCA | 50 | 65 | 18 |
| BCom | THREE YEAR DEGREE | 200 | 350 | 181 |
| BSc | PCM, PCB, CS,BIOTEC | 550 | 1475 | 390 |
| BA | THREE YEAR DEGREE | 400 | 1150 | 401 |

View File

### 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2019 | 2631 | 372 | 14 | Nill | 18 |

## 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 32 | 10 | 13 | Nill | Nill | 4 |

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system is available in the college . This is available in both UG and PG classes. Under this scheme, A teacher is provided to group of approximately 50 students. The main work of this teacher is to look after students academic and psychological well being. He also monitor class attendance and performance. In the classes where there are huge numbers of students, more than one mentor is assigned for the purpose. These mentor are responsible for academic progress and psychological well being of their students. Some time, there is a problem related to psychological thinking of students. In the beginning of each academic session, orientation programme is organized by the College administration. In this programme mentor has been allotted a fix number of students. The mentor is responsible for keeping records of the mentee in a proper manner. During the induction programme students get acquainted with the institution, vision, mission and goal of the Institution, facilities available and regulation of the College. The mentors are also responsible to maintain the biographic records of students like their academic background and socioeconomic status along with record of students class attendance, performances and academic progress. This mentor system is working properly in the college which help all over developement of student .

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| 3003 | 32 | 1:94 |

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|---|---|---|---|---|
| 32 | 11 | 21 | 21 | 8 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

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

No file uploaded.

## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | |

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

Due to covid 19 all the exam conducted in online mode but College informs all the student about their internal exams very much time before. It is done so that the student can start their preparation in time. The pattern of half yearly examination is same as that of student's annual examination paper. Due to this practice, they prepare their annual exam as that of the half yearly exam paper pattern. On performing weak in the terminal exams, teacher solves the questions in class rooms or told student, where was the drawbacks in their solutions. So that student can recover the draw backs. In this practice student can prepare the writing skills for their annual exams. We try to motivate students to solve the question paper in their well ordering sequence. From these a suitable answer sheet is prepared. The unit test may be like oral question, written question, blackboard solving performance, lecture methods by students. For PG Semester Class there are two internal examination conducted by the college and average performance of each student is actual internal evolution marks send to the university.

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

The College prepares its annual calendar and institutional plan well in advance. This task is completed under the chairmanship of the Principal incorporating the various programmes of each department. The institutional plan is prepared including all the curricular, co-curricular and other activities. ACADEMIC CALENDER PREPARED-There are two terminal examinations(i) Quarterly examination and (ii) Model examination. Also, there are provisions of 7 unit test, out of which students have to take at least 4 unit tests. (1). First terminal examination held between 31.10.2019 to 03.11.2019 on first week of august 2019 (2). following is the time table of half yearly/internal examination conducted from 06.01.2020 to 11.01.2020. (i) Date 06.01.2020 BSc/BCom/BA-I (FC-Hin), BSc/BCom/BA-II (FC-Hin), BSc/BCom/BA-III (FC-Hin) BCA-I (Disc Maths) BCA-II (NA/DI/DS) (ii) Date 07.08.2020-BSc/BA/B Com-I/II/III (FC-English), BCA-I (Computer Funda),BCA-II (Prog. in C) (iii) Date 08.01.2020 BSc-I/II/III (Phy,Zool,Biotech) BA-I/II/III (Poli.Sci, Home.Sci) B Com-I/II/III (Group A-P1P2) BCA-I (Progr.in C) BCA-II (DBMS) (iv) Date 09.01.2020 B Sc-I/II/III (Maths, Bot) BA-I/II/III (Hindi.Lit ,History) BCom-I/II/III (Group B-P1P2) BCA-I (PC Sof.Multi Media) BCA-II (Comp.Networking) (v) Date 10.01.2020 B Sc-I/II/III (Chem, Com.Sci) BA-I/II/III (Sociology) BCom-I/II/III (Group C-P1P2) BCA-I (Web Tech) BCA-II (Sell Pro.in Unix) (vi) Date 11.01.2020 B Sc-I/II/III (EVS) BA-I/II/III (Geography) B Com-I/II/III (EVS) BCA-I (Communication Skill) BCA-II (Prin.of man.FC) (3). There are provisions of 7 unit tests, out of which students have to take at least 4 unit tests. Unit test is generally at the end date of months or at the starting date of the months.

## 2.6 – Student Performance and Learning Outcomes

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

[http://www.govtcollbalod.ac.in/Content/131_POC_COS_PSOC_2018_19.Pdf](http://www.govtcollbalod.ac.in/Content/131_POC_COS_PSOC_2018_19.Pdf)

**2.6.2 – Pass percentage of students**

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|

| 0 | BA | UNDERGRADUATE | 282 | 272 | 96.45 |
|---|---|---|---|---|---|
| 0 | BSc | UNDERGRADUATE | 295 | 295 | 100 |
| 0 | BCom | UNDERGRADUATE | 62 | 62 | 100 |
| 0 | MA | SOCIOLOGY | 18 | 18 | 100 |
| 0 | MA | POLITICAL SCIENCE | 21 | 21 | 100 |
| 0 | MA | ECONOMICS | 19 | 19 | 100 |
| 0 | MA | HINDI | 19 | 19 | 100 |
| 0 | MSc | BOTANY | 17 | 17 | 100 |
| 0 | MCom | COMMERCE | 12 | 12 | 100 |
| 0 | MSc | MATHS | 25 | 25 | 100 |

View File

**2.7 – Student Satisfaction Survey**

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

 http:/www.govtcollbalod.in 

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

**3.1 – Resource Mobilization for Research**

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| Nill | 0 | NIL | Nill | Nill |

**No file uploaded.**

**3.2 – Innovation Ecosystem**

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| NIL | NIL | |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| NIL | NIL | NIL | Nill | NIL |

**No file uploaded.**

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

| Incubation Center | Name | Sponsered By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| NIL | NIL | NIL | NIL | NIL | Nill |

**No file uploaded.**

**3.3 – Research Publications and Awards**

## 3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
| NIL | NIL | NIL |

## 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|---|---|
| NIL | Nill |

## 3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| Nill | NIL | Nill | 0 |

**No file uploaded.**

## 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---|---|
| NIL | Nill |

**No file uploaded.**

## 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| NIL | NIL | NIL | Nill | 0 | 0 | Nill |

**No file uploaded.**

## 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|---|---|---|---|---|---|
| NIL | NIL | NIL | Nill | Nill | Nill | 0 |

**No file uploaded.**

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

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|
| Nill | Nill | Nill | Nill | Nill |

**No file uploaded.**

## 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|---|
| International Yoga Day | NSS, Red Cross | 10 | 100 |

| | | | |
|---|---|---|---|
| Career guidance Program | IQAC | 10 | 150 |
| Blood Group testing | Red Cross | 5 | 60 |
| International Women s Day | NSS | 4 | 55 |
| Words Aids Day | NSS | 10 | 25 |
| Constitution Day | Law Deptt. | 10 | 150 |
| Tree Plantation in College Campus | NSS | 10 | 45 |
| Youth day | NSS | 5 | 55 |

[View File](#)

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|---|---|---|
| NIL | NIL | NIL | Nill |

**No file uploaded.**

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| NIL | NIL | NIL | Nill | Nill |

**No file uploaded.**

## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|
| NIL | NIL | NIL | 0 |

**No file uploaded.**

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| NIL | NIL | NIL0 | Nill | Nill | NIL |

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 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers |
|---|---|---|---|

| NIL | Nill | NIL | Nill |
|-----|------|-----|------|

| participated under MoUs |
|---|

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# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|---|---|
| 0 | 0 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|---|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |

View File

## 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| NIL | Nill | 0 | 2021 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 2418 | 880407 | 858 | 494125 | 3276 | 1374532 |
| Reference Books | 580 | 187307 | 35 | 10397 | 615 | 197704 |

View File

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|---|---|---|
| NIL | NIL | NIL | Nill |

**No file uploaded.**

## 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|

| Existing | 63 | 50 | 5 | 0 | 0 | 3 | 5 | 2 | 2 |
|---|---|---|---|---|---|---|---|---|---|
| Added | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 66 | 53 | 5 | 0 | 0 | 3 | 5 | 2 | 2 |

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

**0 MBPS/ GBPS**

### 4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|---|---|
| **NILNIL** | [NIL](NIL) |

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
|---|---|---|---|
| 0 | 0 | 0 | 0 |

### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Library:-. Library play vital role in intellectual development it benefits students by importing study material related to there curriculum and other knowledge on different aspect through reference book, short research article, research management generals muggings news paper. College has well equipped library named VIVEKANAND Library which has built area of 4350 Square Feets. It comprise of reading hall which can accommodate 150 students. In college library for 2019-20 session total text book ware 1140 and referred books numbered 317 respectively. In library 07 daily news paper are regularly available for student. Total research magazines are 373 in number. Reading room of library has total 32 weekly, quarterly, monthly magazine in Hindi and English language. Library remains open 290 days in a year daily from 10 A.M. to 5 P.M. Laboratory:-Laboratory is a room or building that is used for scientific research, testing experiments or for teaching about science. In college for science subject laboratory bears specific importance Teaching learning in science is not complete by descriptive lecture method but require experimental laboratory as well. This is applicable for all science subjects which require experimentation laboratory highlights its importance. College has well equipped laboratories as per their curriculum Home Science, Physics, Chemistry, Botany, Zoology, Computer Science , but for new running course B. Sc. ( Biotechnology) and BA (Geography) laboratory are necessary. Experiment in laboratory are learning by doing which provides deeper insight to students along with lectures on particular subjects. At present college comprises of 06 well equipped laborites and funds are being utilized fee purchased and maintenance of laboratory equipments. Class Rooms:- Class room is a learning space in which students learn. College has 31 class rooms well furnished with students chair table and green board. Each class room is well ventilated and electric-fans provides comfort to students. Computer:- Modern computer can perform generic sets of operations knows as programs. Those enable computers to perform a wide range of tasks. Govt. Ghanshyam Singh Gupt PG College Balod is Pioneer institutions started B.Sc. Computer subject on 21st April 2010 after acceptance of memorandum. Approximately 25 km students are enrolled for this course , are

mainly tribes belonging to formers family college owns laboratory well furnished with 53 computer system. In era of latest information technology computer education is emerging useful job oriented subject . Functioning of office and library are computerized. Regular faculty and computer assistant maintain the computer lab. As per demand of stakeholder (Teacher), some PG department provide computer .Teachers uses the computer for prepare notice to students such as Unit test ,half yearly exam, internal exam, practical examination ,time table and department calendar formation. Sports complex : The college sports ground spread into 2 acres area. The college comprises of basket ball court, Volleyball grounds, Kabadi grounds and multipurpose ground for cricket, hockey, football and other athletic events. Physical education department under the guidance of sports Incharge provides training for indoor and outdoor games .The college organized annual sport day in which many competition included .The

http://www.govtcollbalod.ac.in/Content/138_IQAC_Committee_2019_20.Pdf

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

|  | Name/Title of the scheme | Number of students | Amount in Rupees |
|---|---|---|---|
| Financial Support from institution | NIL | 0 | 0 |
| Financial Support from Other Sources |  |  |  |
| a) National | SC,ST,OBC,BPL,MINORITY SCHOLERSHIP | 2306 | 79222070 |
| b)International | NIL | Nill | 0 |
| | View File View File | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| Motivational lecture on carrier counseling | 23/03/2020 | 120 | Mr.Ranu sahu IASCollector Balod |
| PERSONALITY DEVELOPMENT | 27/11/2019 | 82 | IAS Coaching Durg |
| Bhartiya Sanskriti Gyan Examination Certificate distribution, | 19/10/2019 | 50 | Gayatri Mandir Yug nirman Yojna Balod |
| Yoga Day celebration (Online) | 21/06/2020 | 80 | NSS Red Cross and Staff |
| Remedial Coaching | 20/11/2019 | 250 | All UG/PG Department |
| Online teaching skill development programme | 20/03/2020 | 32 | All Faculties of college |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|------|-----|-----|-----|-----|-----|
| Nill | NIL | Nill | Nill | Nill | Nill |

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|-----|-----|-----|
| 2 | 2 | 1 |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-----|-----|-----|-----|-----|-----|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| NIL | Nill | Nill | NIL | Nill | Nill |

**No file uploaded.**

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|-----|-----|-----|-----|-----|-----|
| 2019 | 318 | BA, B.SC , BCOM | Physics, Chemistry, Mathematics , Computer Sci., Botany, Zoology, Bio technology, Hindi, Sociology, Political Science, Economics | Govt Ghanshyam Singh Gupt PG College Balod | MA, M.Sc, M.Com, LLB |

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

| Items | Number of students selected/ qualifying |
|-----|-----|
| Any Other | 8 |

| 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year | | |
| --- | --- | --- |
| Activity | Level | Number of Participants |
| Annual Sports held in college | College level | 130 |
| Quiz Competition in Dist. level | District Level | 60 |
| National youth day, students Rally. and Campus cleaning program | College level | 60 |
| NSS list of Youth Parliament for Durg University | Univeristy level | 2 |
| Annual Cultural activate | College level | 70 |

## 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
| --- | --- | --- | --- | --- | --- | --- |
| Nill | NIL | Nill | Nill | Nill | 00 | Nill |

**No file uploaded.**

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

Function of Student's Council: Student's council provides an opportunity to students to develop their leadership skills through active participation in college administration and students collaboration. The student council is expected to perform following functions: 1. Organizing cultural activities and sports activities for students. 2. Communicating problems faced by students to Principal and management of college. 3. Maintaining discipline in college campus. 4. Maintaining college campus clean and green. 5. Motivate to participate other students in the extension activities like Voters Awareness Program, Tree Plantation, Yoga Day, AIDS awareness, Social and economic survey, if any, Blood-group and General health checking camp, Cultural activity, etc. 6. To celebrate the national/state important days, like environment day, yoga day, republic-day, independence-day, teachers day , national unity day, youth-day, constitution day, Woman's Day, SVEEP program, etc. 7. The activity body of C.R. is also working as cleanliness captain of their own class.8. Academic activities organized inter departmental essay, debate, discussion competitions .9. Organization of Annual Day Function .10. Celebration of Saraswati pooja on Basant panchmi . The student council monitor the cleanliness in college campus, also. Besides above, the following committees also have student representatives: 1. Anti-Ragging Committee 2. Sports Committee 3. NSS Committee 4. Red-Cross 5. Cultural programs, 6. College Development committee etc. As per the Higher Education Chhattisgarh , student councils established in 2019-20 by nomination of merit basis under following functioning: 1. The Chairman of Student council is headed by a senior professor. 2. This committee acts with other nominated teachers. 3. The patron of the committee is the Principal. 4.

The above list was prepared from election of students union as per government. 5. One third of the student union seats is reserved for girls by the rule of Government. Students Council 2019-20: Composition of student's council is nominated on merit basis as below: 1. Madhu Sahu/Kisan Lal President Student Union 2. Jyoti Nashine / Prakash Nashine Vice-President Student Union 3.Kirti Nahta/Ashok Nahta Secretary Student Union 4. Preeti/Mohan Lal Dewangan Joint secretary Student Union . There are 50 class representatives are also members of student union.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

20

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

nil

# CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

## 6.1 – Institutional Vision and Leadership

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

The institution practices decentralization and participative management. Decentralization: The college has a mechanism for delegating authority. And providing operational autonomy to all the various committees to work towards decentralization. (i) Principal Level: The Principal is fully authorized to apply the vision and mission of the college. The Academic Monitoring is done under his/her direct super vision. Every year the college makes a committee for various activities to apply for goals and achievements. One of the teachers is the convener of the implementation with other members in the committee. (ii) Faculty Level: Faculty members are given representation in all committees and allowed to conduct various programs. They are encouraged to develop leadership skills by being in charge of various academic, co-curricular and extracurricular activities. For effective implementation and improvement of the college following committees are formed. Other units of the institute like sports, library, NSS, Red cross, Eco club, store etc. have operational autonomy under the guidance of the various committees/cells. Committee/cell/Coordinator Roles and responsibilities Principal Implementation and monitoring of academic and administrative system to cater to vision and mission of the institute Student Union committee :To conduct the selection or election of student union according to government rule and regulations. International Audit Committee :To watch the bills, vouchers and cashbooks and compare the income and expenditure. Internal examination committee : T conduct Internal examination, e.g., quarterly and half yearly exam Pay fixation committee, Whenever any employee dues his/her pay, they estimate the pay according to government rule, Sports committee: To cooperate and watch the activities under sports and games, NSS Program officer : NSS activities of college, Career guidance and counseling cell :To conduct programs on guidance and counseling of students, Result Analysis committee : To analyze the results of students passed. Scholarship committee : To watch the scholarship process ,Cultural and Literary committee :

To conduct the cultural and literary activities, Student grievances redressal committee : Attending and redressal of students problems, Discipline committee : To maintain the discipline in the institute, Library Committee : Management of learning resources, Anti-ragging committee : Prevention and action against ragging cases (iii) Student Level: Students are empowered to play an active role with the coordinator of each committee in co-curricular and extra-curricular activities, social service group coordinator. Some of the committee where they actively are student union committee, cultural and literary committee, NSS, Red cross, Anti-ragging committee, etc. (B) Participative management : The institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by principal. Both students and faculties allowed to express their views and suggestions to improve the excellence in any aspect of the Institute. (i) Strategic Level a. The principal, committee coordinator and staff members are involved in defining the policies and procedures, framing guidelines and rules regulations pertaining to admission, discipline, grievance and library services etc. and effectively implementing the same to ensure smooth and systematic functioning of the institute. B. For the various programs to

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

Yes

## 6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
| --- | --- |
| Admission of Students | For admission on college strategic planning and execution of the process is prepared well in advance. Admission procedure is given in the college prospectus and uploaded on the college website for publicity, promotion and admission from different sectors. The college publishes updated prospectus annually and uploaded in college website . Prospectus contains all the information about college , courses available , admission rules ,fee structure, examination scheme , scholarships facility, library facility, sports facility, hostel facility etc. .the students are admitted on the basis of academic merit and as per the statutory reservation policy of the state government . Admission of students are given on merit bases however students are given preference who have participated in national/state level sports and NSS Candidates according the admission rules of the affiliated university and admission guideline of state government. |
| Industry Interaction / Collaboration | College maintains regular interaction with District industry center, Balod. Industry visit of PG students are also |

| | |
|---|---|
| | frequent . Eminent industrialist are also invited for their invited talk. |
| Human Resource Management | Motivating and facilitating the faculty members to participate in refresher , orientation courses and faculty development program. Proper hierarchical model is followed so far as human resource management is concerned. All faculty members and students are involved in different activities like NSS, Red cross, Social and Cultural activities. Establishment of grievance redressal cell and sexual harassment committee for rectify any complains. To maintain the physical and mental health of the human resource regular yoga, meditation workshops, medical checkup camps are under taken . |
| Library, ICT and Physical Infrastructure / Instrumentation | College has a library facility managed by librarian. Some PG and LLB departments also have the departmental library. Magazines for competitive examination and news paper are also available in library. Students are also provided with Internet facility in the college. College has well equipped computer laboratory with 53 computer sets . From RUSA fund 14 new classroom has been constructed. College has been sufficient table-chairs for students, dustless green board in each classroom ,computer in each PG department , projectors and smart classroom equipment also. More equipments and laboratory facilities has been provided from RUSA fund. Physical education department under the guidance of sports incharge provides training for indoor and outdoor games . The college unit of N.S.S. had conducted special camps annually in different parts (villages) of Balod district . |
| Research and Development | Aptitude for research helps the teachers to update their knowledge ,enhance the skills of classroom teaching and educational standard . Our college is not a research center, but college motivates teachers to organized and participated on interdisciplinary State/National conferences/Seminars/Workshops Faculty development programs. Teachers goes to read paper in various colleges and universities . Some teacher involve in publication of research paper .Teachers always advice students for research after completion P.G. |

| | |
|---|---|
| **Examination and Evaluation** | College has to follow the examination pattern framed by the affiliating university . Semester system is followed for Post graduate courses and LLB, While, Annual pattern is followed for under graduated courses (B.A., B.Sc., B.Com. and BCA ). For undergraduate programs, quarterly and model exams are taken as well as unit test in classes . Unit test is taken generally one test in one month. After completion of 30 course, Quarterly examination is conducted and on completion of 100 course, Model exam is conducted . The internal assessment is also awarded on the basis of these examinations in addition to class performance and present in regular classes. Student's performance is monitored by the college through home examinations. Practical, Semester and Annual examination schedule declared by the university. Evaluation of annual and semester exam are held by university completely. During the year 2019-20 and onwards the university following the COVID-19 guidelines conducted examinations through online mode. |
| **Teaching and Learning** | The college encourages faculties being innovation in their teaching learning and evaluation techniques with traditional methods supplemented by practical work, field work, case study method , debates , group discussions, seminars for their expedite, self learning through live projects and special classes/doubt classes/remedial classes for slow learner to bring them back into the mainstream . Also, guest lectures, seminar and study tours are organized which helps for academics enrichment of the students . Teachers uses new technological audiovisual aids in teaching such as LCD projector and computer related devices. During the year 2019-20 and onwards the teachers following the COVID-19 guidelines conducted online classes, Which helped the students to remain in touch with the courses. The syllabus was completed in all programmes through online mode using the ICT. Class lecture notes daily sends to the students through whatsapp group for such who can't joined in class from network issue. Video lecture of college teachers has been provided to students and uploaded |

| | into cgschool.in and university website as well as you-tube link also. |
|---|---|
| Curriculum Development | College has to follow the syllabus framed by the affiliating university, Hemchand Yadav University, Durg . Curriculum development is done by university through board of study. Some college teachers contributes on curriculum development as chairman and member of board of study in affiliating university. Every department prepare co-curricular related to syllabus. Project work, Field work and seminar presentation is compulsory in some PG classes. The Academic calendar and perspective plan are prepared well in advance to review and discuss the curriculum delivery. Feedback received from stakeholders is forwarded to the university for restructuring of the syllabus . |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governace area | Details |
|---|---|
| Planning and Development | SMS alert system for providing information and regular notice to all staff members and students. Formation of class and section wise separate whatsapp groups for students . Separate whatsapp group for college staff formed. |
| Administration | With the help of developed technology like email and whatsapp , the college staff uses the same for administration purpose. Such as use of Smartphone with inbuilt social app like Gmail and WhatsApp they share the notes to students. It helps to provide the brief notice of any event to be happened on college through WhatsApp Group for awareness and of smooth functioning of the same. |
| Finance and Accounts | The college conducts regular audit of annual books of accounts. The administrative office keeps all the financial records separately as per the events and transactions made for. The payment of local janbhagidari teachers and workers are through cheques. The payments of permanent teaching and non-teaching staff is through bank by e-kosh system of Chhattisgarh Government. The administrative office maintains the books of Accounts properly which helps in auditing procedure. |

| | |
|---|---|
| Student Admission and Support | The admission process is decided by the university and Government. In 2019-20, it was offline and online both mode. The college follows the admission procedure decided by the university and Government. The enrollment process, examination form and enrollment process of admitted students are processed to further step, after submitting it by students. Which is mandatory for student is processed by the college. |
| Examination | The College has a separate Examination department. The roll numbers of presented students, absentees students and practical, half yearly or internal exam marks are sent to university through online on the day immediately after the examination holds. During the year 2019-20 and onwards the university following the COVID-19 guidelines conducted examinations through online mode .College also conducted internal/practical/annual examination through online mode. |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|
| Nill | nil | nil | nil | Nill |
| No file uploaded. | | | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|---|---|---|---|---|---|
| Nill | nil | nil | Nill | Nill | Nill | Nill |
| No file uploaded. | | | | | | |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| | | | | |

| | | | | |
|---|---|---|---|---|
| FDP (MLCV) | 1 | 29/06/2020 | 08/07/2020 | 10 |
| FDP (Evolution from ogline to online Teaching)) | 1 | 30/05/2020 | 03/06/2020 | 05 |
| REFRESHER COURSE | 1 | 04/11/2019 | 16/11/2019 | 14 |
| ORIENTATION COURSE | 1 | 25/07/2019 | 14/08/2019 | 28 |
| ORIENTATION COURSE | 1 | 25/07/2019 | 14/08/2019 | 28 |

[View File](#)

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

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| 9 | 26 | 10 | 9 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| GPF, PENSION, loan facility ,medical bill, medical leave, earn leave , leave for attending conferences, maternity leave for lady teachers and paternity leave for gents teachers | GPF, PENSION, loan facility, festival advance, medical leave, earn leave, maternity leave for lady employees and paternity leave for gents employees | National scholarship, BPL,SC,ST , OBC scholarship, Free stationary for SC/ST students, Teaching fees free for girls students , |

## 6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external audits regularly through the committee of staff members constituted by the principal . The college regularly conducts internal and external financial audit, college has an Account Department since inception to ensure maintenance of Cashbook, records, and vouchers, documents and audits reports of institution. The following agencies conduct regular financial audit in the Institute: External Audit: 1. External Audit is conducted by the Practicing member of the Chartered Accountant of the Institute of chartered accountant of India. Internal Audit: Internal Audit is conducted by an Internal Auditor, or a committee of internal auditors. 2. Auditors from higher education finance department Chhattisgarh conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) All receipts from fee, donations, grants, contributions, interest earned and returns on investments (b) all payments to staff, vendors, contractors, students and other service providers. 3. All observations/objections of AG are communicated through their report. These objections are examined by separate committees of the institute consisting of Internal Auditor, concerned Head of the Department and any other member nominated by the Principal. AG's audit for the previous years have been completed and replies have been submitted to their satisfaction. It is pointed out that no serious objection/irregularity is outstanding. No Draft Para has ever been issued against the Institute by AG. 4. Chartered Accountant of the

Institute conducts regular accounts audit and certifies its Annual Financial Statements. All Utilization Certificates to various grant giving agencies are also countersigned by the CA. All Financial Statements up to 2019-20 have been certified. 5. Work of Internal Audit of the Institute has been entrusted to the Internal Auditor of the Institute. This is mainly pre-audit of receipts and payments and concurrent/post audit of all other receipts and payments. He also pre checks salary fixations, pension and gratuity payments and final payments of GPF.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|---|---|---|
| Sthaniy Janbhagidari Prabandhan Samiti | 3197391 | Salary,Wages to Staff, Honorarium, Printing Stationary, Audit Fees, Macenical Internet Charges, Mis Expenses, Trawling Expenses, Computer Repair Exapenses, Electricity Expenses, Repair Maintenance, Affiliation Fee, Bank Commission Charges, Excess of Income Over Expenditure during the year. |
| [View File](#) | | |

6.4.3 – Total corpus fund generated

| 0 |
|---|

## 6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
|  | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nill | Yes | By the Department itself |
| Administrative | No | Nill | Yes | By the Principal |

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

1. College organizes program of meeting with parents and feedback filling in the college campus. The aim of this activity is to know the problem of students . 2. Suggestions are invited from parent for improvement and up gradation of college also . 3. Parents point out weakness of the college and suggesting rectification .4. Parents suggested to installation of CCTV in new building for safety of girls and others.

6.5.3 – Development programmes for support staff (at least three)

1. Salary are deposited timely in their account. 2. Dress were distributed to them 3. All financial claims like arrears, new-pay given. 4. Help in calculating their income-tax statement.5. Yoga classes 5. Computer literacy

| programme . |
| --- |

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

The college was assessed and accredited by NAAC in 2005, for over all development of the students and to keep pace with present needs of the society and industries, the policy of the college has been framed, incorporating suggestion and recommendation given by NAAC peer team. The college has witnessed tremendous growth both in terms of infrastructural development and quality enhancement over the past five years . 1. Experimental learning through project work/ surveys and field work 2. Initiation of new evaluation pattern 3. The college has growth in term of infrastructure Development by purchasing from RUSA fund . 4. Provide more equipments and laboratory facilities by purchasing from RUSA fund . . 5. The feedback collected from the students on staff evaluation for the enhancement of the quality of teaching . 6. More recently published text books and magazines on competitive examinations purchased in the library. 7. Internet facility provided to students in college campus. 8. Encouraged to teachers to apply for minor and major research project from U.G.C. 9. Encouraged to teachers making greater use of new technological audiovisual aids in teaching such as OHP, LCD and other computer related devices . 10. The college has been started a formal center for helping students to appear for various competitive examinations.

## 6.5.5 – Internal Quality Assurance System Details

| a) Submission of Data for AISHE portal | Yes |
| --- | --- |
| b)Participation in NIRF | No |
| c)ISO certification | Yes |
| d)NBA or any other quality audit | Yes |

## 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
| --- | --- | --- | --- | --- | --- |
| 2019 | Carrier Counseling Program | 06/09/2019 | 06/09/2019 | 06/09/2019 | 83 |
| 2019 | One day workshop for newly appopinted teachers | 15/08/2019 | 15/08/2019 | 15/08/2019 | 22 |
| 2020 | parent meeting amd feed back filling | 14/01/2020 | 14/01/2020 | 14/01/2020 | 44 |
| 2020 | feedback filling by students | 04/02/2020 | 04/02/2020 | 04/02/2020 | 400 |
| 2020 | ex students meeting and feedback filling | 23/02/2020 | 23/02/2020 | 23/02/2020 | 20 |
| View File | | | | | |

# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|---|---|---|---|---|
| | | | Female | Male |
| One day health awearness programme for girls students and female faculty members | 25/08/2019 | 25/08/2019 | 120 | Nill |

### 7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| PLANTATION OF TREE IN COLLEGE CAMPUS AND OUT SIDE THE CAMPUS IS DONE BY THE STUDENTS OF NSS . THEY PLANTED TREE IN SCHOOL CAMPUS AND VILLAGE IN THE 7DAY CAMP. THEY ALSO PLANTED IN COLLEGE OXYZONE GARDEN.THEY ORGANIZED RALLY. |

### 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| Scribes for examination | Yes | 2 |
| Ramp/Rails | Yes | 2 |
| Any other similar facility | Yes | 2 |
| Rest Rooms | Yes | 2 |

### 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| 2019 | 1 | 1 | 01/12/2019 | 1 | World aids Awearness | Causes and Prevention of sids | 80 |
| | | | | | View File | | |

### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| Code of Conduct For College Students | 01/07/2019 | Code of Conduct for students has been published in college prospectus. Regular monitoring is done by |

committee of professors. CODE OF CONDUCT FOR STUDENTS : 1. Students should wear formal dress it should not be provocative. 2. Students should always keep admission card and identity card with them and should show faculty whenever needed. 3. Identity card is mandatory without which students shall not be allowed in college campus. 4. Newly admitted students should get themselves registered to Hemchand Yadav Durg University or else will not be permitted to take final examination. 5. For registration information is displayed on notice board and important information are disseminated in class. 6. It is mandatory for a student to appear in internal examination conducted for that session. 7. Student not appearing in internal examination due to sickness will produce medical certificate of government doctor. 8. Every student must have pass is 75 attendance this is applicable to NCC/NSS or else will not be eligible to take examination. 9. All classes are compulsory to be attended by students and should not roam about in campus to distract teaching in college student must concentrate on their studies and should support in extra-curricular activities. 10. Student must obey rules laid down for college libraries student will receive numbers of book as per rules and have to pay penalty if

not returned in time. 11. If a student has any academic difficulty will present the matter peacefully to Faculty or principal through application. 12. Laboratory equipment must be carefully used and student would contribute in Keeping equipment and the laboratory clean. 13. Students should not destroy fans tube-light electric and sanitary fittings or writing vulgar words on wall will be considered as an offence. 14. Use mobile is prohibited in college campus. 15. Use of gutkha pouch substance abuse smoking at totally prohibited with reference to letter of government kramank 21.10/Aa.400.shi/ sanvay/2010 Raipur dated 18/01/2010 if caught in indulgence transfer certificate will be issued. 16. Students shall not use violence or terror in demonstration for fulfillment of demand students will not be involved in group polities and shall not use group workers and a printed media to fulfill demand. 17. Student shall work for National unity and social harmony. 18. Student has the moral responsibility for keeping college campus clean thus spitting on wall writing undesirable comments are prohibited strict action shall be taken for student involved in any anti social and the criminal activities. 19. Rude behaviour with faculty office staff and the colleagues should be punishable. 20. Keep vehicle in allotted area

stand or else fine will be charged. 21. Admission fee shall be accepted when ID card is duly signed by coordinator for faculty committee member. 22. Use of unfair mean in examination shall be treated as misconduct by student. 23. Students shall not include in any ragging activity which is considered as serious crime. 24. In any disputed situation principal decision shall be final. Jurisdiction of college administration 1. If a student is found involved or motivating in ragging in teaching institution by harassment relationship act 2001 shall be punished for five year imprisonment for 5000 rupee fine or both. 2. Admission shall be cancelled for student found in Immoral or serious crime. 3. Admission shall be cancelled if student hide or wrong presentation of facts in application.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| world environment Day | 05/06/2019 | 05/06/2019 | 80 |
| Independance Day | 15/08/2019 | 15/08/2019 | 210 |
| Republic Day | 26/01/2020 | 26/01/2020 | 240 |
| National Science Day | 28/02/2020 | 28/02/2020 | 90 |

View File

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree plantation in college campus and out side of campus. 2. Use of dustless chalk and dust proof Green board. 3. Ban of use of plastic inside the college campus. 4. Proper waste management properly done. 5.A lot of dustbins are kept in college campus.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best practice(1) Tittle: ATMANIRBHAR YOUTH :- College students of Govt Ghanshyam Singh Gupt College Balod (C.G.) Goal :- 1. Economic independent youth

both boys and girls. 2. Self examine for which area/path to exceed/excel. 3. Availability of resources. 4. To raise existing slandered of living. 5. To know own strengths and weakness. 6. To use opportunity. Context :- 1. To propagate Vocal for local. 2. To develop personality skills. 3. To develop entrepreneur qualities like self confidence, risk taking. 4. To develop entrepreneur skills. 5. To develop employment skills. 6. To develop employment skills. Steps taken by colleges :- The practice: 1. College premises Display of Motivational thought and slogans. 2. ST/SC scholarship to promote higher education studies. Library facilities : 1. Library notice board display the information on vacancies of deferent field/area. 2. Hindi/English employment newspaper and newspaper are available. 3. ST/SC/BPL book bank books on competitive examination indifferent subjects are available. 4. Reading Area in Library students can issue book and read. 5. Field trips/tours to know nature and students can nature it by their skills [Environment education tour] Careers Guidance Counseling cell : 1. There is career guidance and counseling cell run by staff in which students are motivated according to their skills and interest. 2. If the students have query for career it is sorted out by the experienced faculty. 3. Guidance by employment exchange officers. 4. In 2019 December careers counseling by collector Balod smt. Ranu Sahu on tips to crack UPSC/PSC examination. 5. 09/04/2016 Careers Guidance Lecture Under "Rojgar ka sunhara awsar" 6. 15/12/2016 computer training and campus interviews Selections for Placement. 7. 05/01/2017 Workshop career opportunists in e-commerce. 8. 15/11/2017 Career counseling program organized. 9. Lecture by staff on job opportunists in studying subject of art, science, commerce Law. Motivational Lectures. ? Lecture on personality development. ? Lecture on Body Language. ? Lecture focusing buildings interview skills. ? Lectures on communication skills. ? Guidance to learn and earn. ? Conducting Guest Expert lecture Demonstration. ? Under Mukhyamantri yojna in 2017-18 Food preservation project conducted by Home Science department is a milestone for self employment. ? Under Mukhyamantri yojna in 2017-18 skill in computer/hardware conducted by computer department is beneficial for self employment and can help in employing others too. ? Knowledge about financing schemes for self employment. Evidence of success. 1. Placement of students in different jobs. 2. Adoption of self employment. 3. Employing other in self employment. 4. Participating on different competitive examination. 5. Selection of office clerk, police man, post master, army, insurance, agent computer operators and so on. Problem Encountered. 1. Fund for field trips/tours. 2. Internship/apprentice practice. 3. Preparation of project report for self employment. 4. Financial Support. 5. Lack of institution and industry linkage. Resources Required. 1. Student should find out/hunt local available resourced for the areas of their choice. Best practice(1) Title Online Awareness on pandemic COVID-19 Goal :-Corona virous disease 2019 (Covid 19) was declared a " pandemic" nu the world health organization ( WHO) in early march 2020. Extra ordinary measures are being adopted to combat the formidable spread of the ongoing outbreak. Under such conditions peoples adherence to preventive measures is greatly affected by there awareness of the disease. Growing nees for the adoption of innovative local strategies to improve awareness in population related to covid 19 and its preventive practices in order to meet its elimination. • Emphasize that students can do a lot to keep themselves and others safe. Introduce the concept of social distancing . Focus on good health behaviours such as covering coughs and sneeges with the clbow and washing hands encourage student to prevent and address stigma. Disaess the different reachions they may experience and explan situation. Encourage them to express and commeenicate there feelings. Incorporate relevant health education into other subjects. Science courses can cover the study of viruses disease transmission and the importance of vaccinations. Social studies can fours on the history of pandemics and their secondary effects and investigate low publics policies can peomot tolerance and social cohesion. Have students lessons can empower students to be critical

thinkers and makers effiective communicators and active citizen. The pandemic has significantly disrupted the higher education sector as well, which is a critical determinant of a country's economics future. In this time of crisis a well rounded and effective educational practice is what is needed for the capacity building of young minds. It will develop skills will drive there employability productivity, health and well being in the decades to come, and ensuce the overall progress of india. Teachers – 1. Teachers should Make themselves fully aware of institutional plans and standard operating procedures. 2. Teachers should keep themselves updated with the latest teaching learning methods and availability of e-resources. 3. Teachers should make the students aware of the covid-19 related situation, precautions and steps to be taken to sfay safe and healthy. 4. Teacher should monitor and keep track of the physical and mental health of their students. Parents – 1. Parents may be advised that the aarogya setu app has been downloaded by their children. 2. Parents should sensitize them of healthy food habits and measures to increase immunity. 3. Parents should ask them to do exercise, yoga meditation and breathing exercises to keep them mentally and physically fit. Students – 1. Self discipline is most important to contain the spread of COVID 19 Pandemic through social distancing and main training hygienic condition. 2. All students should wear masks and fake all preventive measures. 3. May consider installing aarogy a setu app in the mobile. 4. It is important for the students to be physically and mentally fit to handle any exigencies, by remaining fit, they can take care of others also. 5. The students must inculcate activities that well increase immunity boosting mechanism which may include exercise yoga eating fresh fruits and healthy food ( avoid fast food) sleep timely. 6. Give Support to friends under stress due to COVID 19 pandemic. 7. Students should follow the guidelines advisories and instructions issued by the government authorities as well as by the universities and colleges regarding health and sofety measure un view of covid-19 pandemic Hand Hygiene :- 1. Infections are preventable through good hand hygiene cleaning hands at the right times and the right way. Awareness concealing Covid 19 symptoms, mode of transmission, incubation period, complications , high risk population treatment and preventive measures . The knowledge and awareness of the disease are important parameters for the adoption of protective measures that minimize the exposure risk of the illness. We are aware that covid 19 had taken the nation by surprise when they were least prepared to face the pandemic. Awareness programmes regarding COVID 19 as to how the infection spreads common symptoms, and precautions and measures required to contain its spread may be launched. Students should be told to regularly sanitize there laptops audio, video and other media accessories . Factual information regarding Covid 19 and consequences of infection with out making them stressed or fearful should be disseminated. Main focus was to assess the awareness of people about the disease how they prepared them selves to fight against it and whether thay are participating in the eradication of the infection or not. Online peogramme shed light on the awareness regarding covid 19 including knowledge preventative practice and preparedness. Objective – 1. Stop transmission and peevent the spread of the virus in order to save lives. 2. Awareness campaign aims to reach out to students , parents and teachers. 3. To help increasing capacity to respend to Covid 19. 4. Specific aims of containing risks associated well transmission of this infection. 5. The best option available is to speead awarenss in order to stop the spread of diseass. 6. To educate students to not indulge in anu activities that could lead them being a part of the peoblem instcad they should be encoueaged to be the rast of the solution. Objective of the Practice :- 1. Online Competition 2. Online Lecture delivered college faculty Objectives – 1.To increase awareness among students and individuals regarding covid 19 2. To make them aware of Dos and Donts during pandemic. Proof of conduction 1. Online google form 2. Certificates of all participated candidates 3. Feed Back Regular Undergradrales of post Graduate of science,

Arts, Commerce, Law are joined in google platform and talegram group. 1. Such large of number of students could not be joined at one time. Repeatition of the cewareness program reguired. 2. Few students could not join because of network problems in the interion village area. Evidence of Success The light against COVID 19 continues and to guarantee success peoples. adherence to preventive measues is assential it is mostly affected by three awareness and prepaiedness towards COVUID 19. Educational background plays significant role in understanding the injection quickly. Feedback showed prepaiedness to fight against COVID 19 and ready for the current outbreak. An Ongoing outbreak of infection by severe acute respuatory syndrome coronavirous 2 termed as

| Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link |
|---|
| http://www.govtcollbalod.ac.in/Content/136_7.2.1_Best_Practi_link.Pdf |

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Lead college Ghanshyam Singh Gupt P.G. college Balod are pioneers in offering equal opportunity in education being co-educational institution has secured a name in the locality as safe and secure place for girls. This reveals success in promoting gender equality. Human values constitute an important aspect of self concept and serve as guiding principles for an individual. Though there are rules and regulations , the college infuse the value education to the students in an informal way. They play a major role in developing ethical behavior in student. Academic audit is conducted each year and academic toppers are rewarded and for weak students remedial classes are taken by faculty. Institution aims in holistic development of students which encompass academic and co-curricular activities. In annual function medal and certificate are distributed to meritorious and academically excelling students in flying colours . Certificate and prize are distributed for participation of students in sports , cultural , NSS activities and other activities like as quiz, debates , eassy writing ,slogan , rangoli, speech competition organized on occasion of special days. In sports our college students represent in affiliated university in State and National level.

| Provide the weblink of the institution |
|---|
| http://www.govtcollbalod.ac.in/Content/137_7.3.1_Best_Practi_link.Pdf |

## 8.Future Plans of Actions for Next Academic Year

Future Plans of Actions for Next Academic Year AGENDA 2020-21 The NAAC committee visited to this college on 28 February 2005. In this way next Assessment of college will be for 2nd cycle. The college will try to do for the better NAAC performance. Since the inception of the committee is involved in maintaining quality education of the college, the action plan for the next year, i.e., 2020-21 is as follows. The recommendations are as follows: 1. All the HOD's of each department will observe the calendar of Academic Session 2020-21. For their reference, they may use the university calendar provided by the government, and shown in the website www.durguniversity.ac.in 2. In the beginning of the session, for curricular and co-curricular activities, respective committees should be formed by the Principal and the staff should follow it strictly. 3.Teaching timetable should be prepared according to the University syllabus. All UG/PG should be run accordingly. 4. Students should be informed about the rules regulations of the college, and consequences of ragging in disciplinary action at the beginning of the session. The "Disciplinary committee" should inspect it regularly. The report of the same must be preserved 5. . Teacher should be inspired to participate actively in research paper publications, workshops,

seminars and Short term courses. At the same time students should be inspired to participate in the educational excursions. 6. Series of lectures of subject expert should be arranged in the college. The concerned HOD's are requested to provide the details. 7. For career advancement and placement among students, workshops/seminars/guest lecture etc., of the professionals should be arranged. 8. The motivational lecture, best practices program, program of personality development, cleanliness program etc. must be organized. 9. A booklet of publications regarding college news in various newspapers must be prepared by the librarian and it must be maintained session-wise. 10. More guest lectures, seminars and study tours should be organized to help for academic enrichment of the students. 11. New course books, reference books, competitive books, journals and magazines should be purchased in the Library, according to the list of books provided by all the HOD's to the Librarian. 12. Proposals for workshop, seminar, minor research projects, faculty development program, and other UGC sponsored program are welcomed by the IQAC, and should be sent to UGC through proper channel. 13. The college and IQAC will welcome our teachers if they nominate himself as research guide. Also, the proposal for establishment of research center in this College for their Subjects are invited by HOD,s suggest them to submit them to submit their proposal in front of the affiliated University, i.e. Hemchand Yadav University Durg. 14 For community services like NSS camps, NCC Red cross activities, the program should be diversified and suitable record of such performer must be kept in their department and also be given to IQAC, Photos regarding these. 15. In new session, Purchasing of computers and printers for department is necessary. 16. Proposal will send to higher education department, CG Govt. for