



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GOVT.MATA SHABARI NAVEEN GIRLS COLLEGE BILASPUR
Name of the head of the Institution	Dr.Manju Tripathi
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07752240531
Mobile no.	9993091054
Registered Email	gmsngc1989@gmail.com
Alternate Email	naazbenjamin1@gmail.com
Address	Near of Patwari Prashikshan, Kendra Seepat Road Bilaspur
City/Town	Bilaspur
State/UT	Chhattisgarh
Pincode	495006

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr.Smt.Naaz Benjamin
Phone no/Alternate Phone no.	07752240531
Mobile no.	8253089384
Registered Email	naazbenjamin1@gmail.com
Alternate Email	gmsngc1989@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://gmsngcbasp.co.in/wp-content/uploads/2021/05/AOAR-Final-15-16.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://gmsngcbasp.co.in/wp-content/uploads/2021/03/AcademicCalendar-2016-17.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	78.30	2003	21-Mar-2003	20-Mar-2008
2	B	2.53	2016	13-Jan-2016	18-Feb-2021

6. Date of Establishment of IQAC	24-Oct-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
No Data Entered/Not Applicable!!!		
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
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
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Upload latest notification of formation of IQAC	View File
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10. Number of IQAC meetings held during the year :	2
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The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
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Upload the minutes of meeting and action taken report	View File
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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

No Data Entered/Not Applicable!!!

[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	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?	No
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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	2017
Date of Submission	31-Mar-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	? Through college website. ? Notification by college Notice Board and several departmental notice board. ? By circulation of written notice throughout the classes. ? Through meeting of staff council and other meetings as per required. Through meeting of students by NSS, Red Cross, Sports and other committee cells. ? Through AISHE Portal and MIS portal. ? Through whatsapp group of Teachers.

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

1. Our college is affiliated to Bilaspur University Bilaspur Chhattisgarh. We follow the Academic Calendar issued by Department of Higher Education Chhattisgarh Government. 2. All the teachers of the college are provided with daily diary in which they prepare their schedule of work, on monthly as well as on daily basis. The teachers are also provided with the academic calendar in which teaching days per month are mentioned and therefore it is expected that the teachers would keep it in mind while preparing month wise division of syllabus. 3. The students are made aware of the syllabus and they are also made to write it down. The students can also procure syllabus from the library of the college. 4. The delivery of curriculum is made through lectures, PPT, group discussions, seminars and tutorials. The traditional method of chalk and board is also followed. 5. The teachers are required to make day to day entry of the academic course completed in their Daily Dairy. The process is monitored by Head of the institution as it is mandatory for the teachers to get their Daily Dairy and Attendance Register countersigned by the Principal on monthly basis. 6. The Head of the Institution takes regular rounds of the college to monitor the regular conduction of the academic programme in adherence to the time table chalked out for the college. At times, the Head of the Institution randomly checks the daily diary and verifies the lecture delivered with the students to analyze the effective implementation of the course curriculum.

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
<i>No file uploaded.</i>		

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	<i>Nil</i>	<i>Nil</i>

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
No Data Entered/Not Applicable !!!		
<i>No file uploaded.</i>		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
<i>No file uploaded.</i>		

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
<i>The feedback form is filled in every year for the students and Teachers, Alumni, Parents. All these inputs are analyzed by the IQAC committee. Every effort is made to remove deficiencies by paying special attention to the points</i>

at which negative things come.

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
MA	MA History I Semester	25	7	7
BCA	BCA-III	40	15	15
BCA	BCA-II	40	15	7
BCA	BCA-I	40	48	15
BCom	BCom-III	60	61	61
BCom	BCom-II	60	56	56
BCom	BCom-I	100	124	85
BA	BA-III	160	108	108
BA	BA-II	160	121	121
BA	BA-I	200	249	187

[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
2016	660	95	9	Nil	5

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	Number of smart classrooms	E-resources and techniques used
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No Data Entered/Not Applicable !!!

[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)

Mentoring the students and providing them a feeling of protection care affection and security form the basis of this welfare scheme. All the students of the college are divided Programme/Faculty/Class wise and a group of teachers is entrusted with the responsibility of keeping their complete data. The students are also informed about their mentors and are advised to approach them with their problem.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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755

9

1:84

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
16	11	5	11	7

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
No Data Entered/Not Applicable !!!			
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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 !!!				
View File				

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

We have Internal Assessment committee in our college to continuously monitor the academic performance of the students. Three unit tests and three internal assessment exams are organized in the college. Before the commencement of the internal assessment exam, a well chalked out time table for the same is displayed on the notice board as well as circulated in class rooms. The students are shown their copies after assessment. A meeting of parents is also called to inform them about the performance of their wards.

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

Higher Education Department CG Govt. provide us with academic calendar. We strictly follow that in our college. Our college is affiliated to Bilaspur, University , Bilaspur Chhattisgarh and Semester End and year end examination are conducted according to time table given by Bilaspur University , Bilaspur.

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)

<https://gmsngcbasp.co.in/wp-content/uploads/2021/04/POCO-2016-17.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
003	BA	BA-III	109	104	95.41
009	BCom	BCom-III	61	57	93.44
018	BCA	BCA-III	15	14	93.33
034	MA	MA Political Science Fourth Semester	9	8	88.88
036	MA	MA Sociology Fourth Semester	10	10	100
038	MA	MA Economics Forth Semester	3	2	66.66
028	MA	MA Hindi Fourth Semester	10	6	60
032	MA	MA Histpry Forth semester	2	2	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)

[Nil](#)

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
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Null

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)
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!	
View File	

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
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!			
View File			

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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!					
View File					

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 participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

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
500000	499988
550000	549593

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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 partially)	Version	Year of automation
Null	Null	Null	2021

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!			
View File			

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	41	2	1	1	1	1	7	1	0
Added	0	0	0	0	0	0	0	0	0
Total	41	2	1	1	1	1	7	1	0

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

1 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
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.07	0.07	1.68	1.68

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)

? Our college has 3.50 acres area. The college building is securely surrounded from the boundary wall. It has 15 class rooms, 2 computer labs, 2 subject laboratory i.e. psychology Home science lab , one Principal chamber, one staff room, one well established library, one reading room, 11 wash rooms, one cycle stand and car stand, one auditorium hall and one open prayer site, one scholarship cell ,office , one sports room with Gym. All classes rooms are looked after by class four staff. Computer lab is look after by Computer assistant and teachers. Psychology Home science lab are looked after by lab assistant and concerned professors. The girl's common room with attached washroom is taken care by the women class four staff and teachers. We have gardens and lots of flower pots, which is taken care of by the gardener and payment to the gardener is made from Janbhagidari fund. Librarian keeps check on upkeep of the library, assisted by a book lifter. The activities like library neat and clean and free without insects are done frequently by library staff. The college has a sweeper who cleans washrooms regularly. Solar energy Plant take n care of from time to time by the concerned office. White wash and major repair are executed by PWD and minor repairs are managed at the college level. Annual physical verification is done by committees, made by Principal ,The college

<https://gmsngcbbsp.co.in/wp-content/uploads/2021/04/4.4.2-2016.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	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
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
No Data Entered/Not Applicable !!!			
View File			

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 passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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/ International	Number of awards for	Number of awards for	Student ID number	Name of the student
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Sports

Cultural

No Data Entered/Not Applicable !!!

[View File](#)

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

The student council comprises the elected members amongst the students of the college. The college has an active student council which is constituted through direct election/nomination as per guidelines provided by the department of Higher Education, Government of Chhattisgarh under the recommendation of Higher education of India, the office bearers constituted as an elected body comprising President, Vice President, Secretary, Joint secretary and Class representatives. The complete procedure is kept transparent. The entire activities have been performed under the supervision of Union- in-charge and committee , as directed by the Principal. After the process of election/nomination an oath ceremony is conducted. The constitution, functions and activities of the student council is enshrined in the schedule of the college program/calendar. The departmental association is formed in postgraduate departments which are constituted by merit/mass opinion, as per the norms of the department and their activities are conducted under the guidance of the Head of the department concerned. The members of the students council actively participate in the committees cultural society, literary society, Red Cross society, sports society, NSS and society of gender issues etc. Selected on the basis of their performances. The class representatives are selected for all the sections from the first year to final year (all streams). The student council helps students share ideas , interest and concerns with lectures. The college organizes social gathering and other cultural activities and competitions. Student's council ensures a disciplined atmosphere in the college. The college emphasis on the overall development of the student and extracurricular activities plays vital role for the same. Cultural activities lead to the development of many important skills such as resource management , public speaking, morals, ethics and many more. Like every year this year also various cultural activities/competitions were organized in the month of January for three days 6 to 8 th January 2017 competitions were followed by sports activities. The above events are the main attraction for the annual day celebration. The students of the college try their best to prove that they are well aware of their social and moral responsibilities. Committees were found by the members of the council to organize various activities/competitions like salad decoration, Best from waste, Fancy Dress, Puja Thali Decoration, Mehendi competition, Flower Decoration, Gift Packing, Alpana, Taatkali Bhaasahan , Rangoli Solo song, Group song, Solo dance and Group dance, Annual sports day is also conducted in college. After cultural activities/competitions various sports activities are held like 100 meters sprint, spoon Race , Javelin Throw , Shotput, Kabaddi , Kho-Kho, badminton, Chess, Meritorious students and students who excel in cultural and sports activities are given prizes to encourage their talent Enrolled students of our college contribute through their active participation in various committees. The college also encourages participation of the student in various state and national level cultural activities organized at different institutions and universities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

25

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Public participation committee formed as per rules of Higher Education Department in the college. The Jan Bhagadari samiti consists of women and men from different committees of the society. Public participation committee meeting are held from time to time. Various development works of the college are discussed in the meeting. Based on the suggestion given by the public participation, development works are organized in the college. These works are monitored by the Public Participation Committee. 2. In the college various committees are made at the very beginning of the session, such as Admission committee, help desk committee, purchase committee, Write off committee, sports committee, cultural committee, Literature committee, women harassment Grievance Redressal committee, Discipline committee, Red cross committee, NSS committee, Hostel Committee, Building construction and Maintenance committee, NAAC committee, IQAC committee, In addition to this student union officials and class representatives are selected. Student council is formed in the P.G. departments of the college. They are History, Economics, Political Science, Hindi, Sociology. Various departmental Programmes are organized through these councils. Throughout the session these committees organize various programs at their own level and help in all round development of the students. Through active participation of these committee decentralization and participative management is ensured.

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	Student Admission:- Student Admission is done as per the guidelines of Chhattisgarh Government. Complete transparency is maintained in admission. It is done online as well as off line as per instruction of the Affiliating University. The application for scholarship is submitted online through a specific portal developed by the Govt. Of Chhattisgarh and the amount is directly deposited to their bank account
Industry Interaction / Collaboration	Nil
Human Resource Management	Conduction of short term computer

	<p>program for non teaching staff. Self appraisals of teachers through maintenance of academic diary, anti ragging committee are functional.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Library, ICT Physical Infrastructure/Instrumentation:-Seven New class rooms are under construction during the year. We have our own Auditorium also. We motivate our students to maintain college as green campus. Library and Laboratory are maintained by concerned teacher's librarian. One computer lab and Gym in our hostel is exclusively for Hostellers.</p>
<p>Research and Development</p>	<p>Research and Development:- We have research center in History, Political Science, Sociology department. We have three PhD guides one each in these department and 3-3 research scholars are registered under them. Faculty members and PG students are motivated for research work and publishing research papers. PG students are motivated to for Dissertation.</p>
<p>Examination and Evaluation</p>	<p>Examination and Evaluation:- Year end and semester exams time table is declared by affiliating university i.e.Bilaspur University, Bilaspur . The time table is pasted on the Notice board. Internal exams are conducted by Internal exam committee and evaluation is done according to committee's instruction. Internal test record are also maintained by them. Question paper, setting and evaluation of Answer sheets of university exams is also done by professors of our college as ordered by controller of Exam,Bilaspur University.. Examination forms are filled online through a specific portal developed by Bilaspur University. The Result of the students are also made available on that specific portal.</p>
<p>Teaching and Learning</p>	<p>Teaching and Learning:- At the beginning of the session , Induction program is conducted for the first year student of UG and previous year students of PG. We inform them about our curriculum, the semester system, internal test system, seminar system, examination system. The Higher education department of CG Govt. provides us with academic calendar. The concerned committee at the college makes time table for all classes, then</p>

every department make their own PG time table according to time table given by committee. Every teacher is required to make plan for monthly curriculum division. They maintain daily dairy of teaching progress, which is verified by the principal regularly. The teaching process comprises of class room learning, power point presentation, assignments, and seminar and e sources. Study material is given to students by teachers. We have Central as well as Departmental Library. Internal test, oral test, assignments, seminars are medium of instruction to students. We try for student centric, learning activities, encourage students to prepare details notes, discussion and participate in activities organized by departmental and other committees. Poster, model presentation, role play, participation in extension activities is also ensured for all round development of students.

Curriculum Development

Curriculum Development:- The college is affiliated to Bilaspur University Bilaspur. We have to follow curriculum provided by the university only. Many teachers of the college are member of Boards of studies in many subjects. So they made their contribution for curriculum development.

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

E-governance area	Details
Planning and Development	Planning and Development:- Communication about planning development to Commissioner office Raipur , Directorate Higher Education ,Raipur,Additional Directors office Bilaspur, , UGC ,RUSA and concerning other offices is made through e-mail.
Administration	Administration:- E-facility is used for better and faster work within college staff and concerning bodies.
Finance and Accounts	Finance and Accounts:- The college belongs to Government institution. All financial activity are made online. All salaries are made online in E-kosh software of the financial department CG Govt. All grants are received through online transaction and some bills are paid online by the Head of the Institution.
Student Admission and Support	Student admission and Support:- Details about various course , number

of seats available in different courses is available on the college website. The college follows online admission policy through affiliating University. Application and distribution of scholarship is done through a specific portal developed by the Govt. Of Chhattisgarh.

Examination

Examination:- Online faculty like examination form submission, issue of admit cards, results etc are done through specific portal developed by Bilaspur University.

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
No Data Entered/Not Applicable !!!				
View File				

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)
No Data Entered/Not Applicable !!!						
View File						

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
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	5	Nil	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

<p>1. Genral Propvident fund, family benefit fund, group insurance gratuity/NPS. 2. Housing Allowance. 3. Medical Reimbursement. 4. Casual leave(13days) 5. Half pay leave on Medical ground(20 days). 6. Earn leave 10 days per year. 7. Maternity leave 6 months. 8. Paternity leave(15 days) 9. Study leave 2 year. 10. Teaching Fellowship. 11. Summer winter vacation. 12. Remuneration/Honorarium Examination(University,PSC , VYPAM). 13. Duty leave for orientation refresher course Practical exam. 14. Family pension. 15. Exgracia.</p>	<p>1. General - GPF,NPS, family benefit fund,group insurance gratututy. 2. House rent allowance. 3. Washing allowance(for class-IV) 4. Dress Allowance. 5. City compensation allowance. 6. Accountancy allowance. 7. Medical Reimbursement. 8. Casual leave 13 days. 9. Half pay leave on Medical ground. 10. Maternity leave. 11. Paternity leave. 12. Examination remuneration. 13. Family pension. 14. TA and DA for Government activities. 15. Festival advance. 16. Exgracia.</p>	<p>1. Scholarship- Ekikrit,BPL Scholarship, minority scholarship, Divyang scholarship, Central regional scholarship, Books from library stationary for SC ST. Scholarship is also provided to poor students who are not getting any government scholarship by Dr. Archana Shukla, our faculty member.</p>
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6.4 – Financial Management and Resource Mobilization

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

All financial transactions, purchases and expenditures are done by the Head of institution, i.e. Principal of the college. Every purchasing is done according to govt. norms and is approved by purchase committee. The college has proper system for utilization of different funds. Internal audit committee does yearly audit and external audit is done by AG and Govt. of Chhattisgarh auditors time to time. Founds available Janbhagidari samiti , self finance, RUSA, UGC are audited by Chartered Accountant.

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
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

1073208.00

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	IQAC
Administrative	Yes	AD	Yes	Principal

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

Feedback is collected

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

As per Govt. rule festival advance is given for college employees. On the death of the employee his family is provided by the money of exgracia immediately. Uniforms are provided to class Iv employees of college and washing allowance is given every two years. Employees are also awarded TA,DA for their involvement in government work. Health checkup are conducted by the college from time to time in which health checkup of the employees of the college is done. Meditation and yoga session are also organized in college for them students. From time to time , gathering is done in the college in which the principal, professors and staff of the college now talk among themselves and have at meal together. Financial support is given to employees in case of casualty in their family. The college authority and professors are open to employees and create health atmosphere for them.

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

? Regular Principal has been appointed in the college. ? College has been upgraded to P.G. students. ? 05 P.G. courses have been converted from self finance to Government. ? Auditorium has been constructed in the college.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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
Rangoli competition	06/01/2017	06/01/2017	10	Nil
Painting competition on theme of Beti Bachao Beti Padhao.	08/01/2017	08/01/2017	10	Nil

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

? We have Solar Energy plant in our college. ? We have Rainwater harvesting in

our college. ? Students of our college prepare project on Environmental Science as a part of their course curriculum. This way they are made aware of Environmental issues.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

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
No Data Entered/Not Applicable !!!							
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)
Vidyarthi Aacharan Sanhita	01/07/2016	As our college is government institution, we follow the code of conduct as specified by Government of Chhattisgarh. The student Charter is included in the college brochure, which is displayed on the college website we also notice board displaying students code of conduct.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

? Plantation Programme. ? Solar Energy Plant. ? Rain water Harvesting. ?

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Monday Assembly The assembly is organized on every Monday morning at the college. The programme begins with a national song vande mataram. In this program conducted by the student's council. News reading is done by students. The students come forward and speak quotations related to human values and ethical values. The students behave in a disciplined manner and a bonding is developed between senior and junior students. Students are addressed by Principal and professors for the development of human and ethical values. The students go to their classrooms in a disciplined manner, up. Through these assemblies the qualities of leadership, human values discipline are developed among the students. the students also become aware of news at local, state, national and international level. The programme concludes with National Anthem.. Sound mind in sound body most of the girls of the college are from an economically weaker family and from the rural area. Female students suffer from blood deficiency and anemia like diseases. The Red Cross committee of the college organizes health camp every year. In this session also a health camp was organized for the girls students staff in which the blood group and hemoglobin level of the students was tested in the camp held on 1.10.2016 and 3.10.2016 and medical advice was female students. The Red Cross Committee about anemia, in collaboration with The fit and fine Nutrition center organized a Nutrition Awareness health camp again on 31.01.2017 in which 43 anemic students were tested and counseling for nutrition by was done Dieticians. For the prevention of eye problems a two day camp on 1.10.2016 and 3.10.2016 was organized 58 girls were given medical examination by eye assistant officers Smt. Pushp lata sahu and Smt. Deepika Rajak. Staff members were also tested and given medical advice Counseling was also done for the girl students for their mental health and releasing pressure to prevent depression.

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

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

? Our college is situated in semi urbsn rural area, where most of the students are coming from nearby villages of Bahtarai Baima Nagar, Birkona, Pandhi, Deori, Mopka, Janji and other nearby places. They generally belong to the economically disadvanged and downtrodden sections of the society. The socio economic patterns which are found here are quit different from other educationally ahead areas and therefore it is our sincerest Endeavour to try to minimize these variations by attempting to provide quality education to our girl students. Most of our students are first generation learners therefore efforts are made to see that they do not quit their students in middle of their academic programme. Besides trying to provide quality education to our students we also focus on all round personality development of our students by nurturing leadership qualities as well as human values in them. We provide them with a safe, healthy, happy ,peaceful and ragging free environment . Besides this we have committed teaching faculty and co operative non teaching staff. We make efforts to nature our students in such a manner that they get courage to complete in local as well as global market.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. Academic Enhancement to motivate professors and staff for research work to motivate them to research paper writing to attend seminar workshop. To inspire PG students to work dissertations. 2. Organizing health campus and counseling for students physical and mental health. 3. Organizing career oriented events. 4. Organizing programmes for environmental awareness and to ensure participation of students in the programme more and more. 5. Awareness programme for wild life conservation . .