SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

GOVT. J.M.P. COLLEGE, TAKHATPUR DISTT. BILASPUR (C.G.)

GOVT. J.M.P. COLLEGE TAKHATPUR MAIN ROAD TAKHATPUR DISTT. BILASPUR C.G.

495330

www.govtjmpcollegetkp.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government J.MP. College Takhatpur is affiliated to Atal Bihari Vajpaee University Bilaspur. The college was established on 15 July 1965 by "Takhatpur Sikshad Samitee" with arts and science faculty. The college was taken over by the Government of Madhya Pradesh on 1st October 1982. It is located on Bilaspur - Mungeli road & is about 31 kms from Bilaspur. The campus of the college is about 11.04 acres. The college currently offers:-

1. B.A., B.Sc. B.com & B.C.A. at graduation level.
2. Post graduation in Hindi, History, political Science, Economics & Sociology.
3. B.C.A., Geography in B.A. & M.A. in economics & Sociology is run by the Janbhagidari Samittee.

This is the only institute in Takhatpur block and students come from nearby villages, majority of them belonging to SC/ST/OBC categories. The college was sanctioned Rs2.13 crore for infrastructure development under RUSA in 2019. The college library has 23700books, e-books, e-journals with N-List.

Vision

"Vidya, Vinay, Vivek"

The main aim of the college is to give the best education to the students. Our aim is the overall development of the students' personality. Our goal is to build leadership, promote integrity, and inculcate the spirit of service so that they excel in all spheres of life. We imbibe in them the quality of respect, patriotism, honesty, tolerance, morality etc so that they prove themselves a responsible Indian citizen.

Mission

Our mission is to inculcate in the students the quality of discipline, tolerance, compassion, patriotism and integrity in them. We motivate them for serving the community and extension programmes. We create an educational environment so that the students can achieve their goals in life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The faculty members are well qualified and all the sanctioned posts are filled up.
2. Research study Centre in political science is established.
3. Admission process is completely online and reservation is given as per govt.rules to SC, ST, OBC and PWD.
4. Sports facility centre provides games facilities to the students. A huge playground is also here.
5. Two professors are Ph.D. guide.

6. Started in 1965, is one of the oldest institutes in this rural area for the students.
7. Weaker section students are provided scholarship.

Institutional Weakness

1. Insufficient fund provided by the government for ICT facility.
2. The majority of the students come from backward areas and being financially weak so that they are unable to use ICT facilities.
3. The majority of the students are from rural areas and weak in English. So, they are not able to take advantages of e-resources as the matters are available in English.

Institutional Opportunity

1. We educate the students in such a manner that they can seek higher education in minimum fees.
2. Institution gives them platform to benefit our rich e-library.
3. There are opportunities in the field of sports & other co-curricular activities through NCC and NSS .

Institutional Challenge

1. The most difficult task is to educate the students with our core values in limited resources.
2. Financial resources are limited to introduce new courses.
3. Due to lack of budget, e-lab for English language could not start. Hence, the students cannot access related material from the internet.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Government J.M.P. College Takhatpur has a clear vision of teaching, learning, research and innovation. College work as a tool for peace, progress and prosperity for all student and faculty members.

It is important to mention that the college has to teach curricula designed by the affiliating university and the institute makes efforts for curriculum improvement through its representatives who are participating in BOS (Board of Studies) meeting and provide suggestions and inputs for revision of the syllabi in the respective department of the university. College looks after the effective implementation and timely completion of prescribed syllabi in various disciplines.

The college has introduced market demanding course B.C.A. which is introduced in only few Government college of District .The colleges has post-graduation course in Economics, Sociology, Political Science and Hindi & History.

In the curriculum designed by the university there are many papers and topics related to cross cutting issues related to gender, environment and sustainability and human values at U.G. and P.G. program.

For quality improvement of our institution, college also takes feedback from students, parents, alumni, and teachers. Students have to fill feedback form about their course & teachers. These feedbacks are collected and analyzed and necessary actions are taken so that quality of institution can be empowered.

Teaching-learning and Evaluation

The most important thing in teaching learning process of this college is to develop skill, knowledge and generate interest among the students by the teacher. The teachers take extra class, giving books and notes for slow learners to enhance their knowledge and also motivates for e-resources.

Student centric methods such as experiential learning, participative learning and problem solving methodologies are used for enhance learning experiences. Engaging with students to direct experience and focusing reflection is done in order to increase knowledge and develop skill. Participative learning helps to build flexibility, collaboration, critical thinking in our students. Innovation and Creativity apply in teaching learning to enrich the lives of students through development of their unique individual personality and ensure excellence in all areas. Teaching learning process is completed as per Academic calendar and regular unit test and internal test are taken by subject teacher. Students are assessed by their participation in the class.

Every teacher is appointed as a mentor of each class and they counsel the students to resolve their problem. By student satisfactions survey the college encourages students to participate in survey and give their suggestion to improve the teaching learning experiences.

Research, Innovations and Extension

The main objective of college is to focus on over all development of students and encourage mass participation in various awareness programs. A committee is placed in-charge to organize several workshops and sensitization programs.

There are two research guides in our college in political science and History. College has a research center of Political Science which enhances the quality of our research oriented students. College has a motto to make neatness and cleanliness in college campus through our staff with the help of students. District collector has been awarded to our two faculty members Dr. Rajeev Sharma and Dr. S.K. Padey as a master trainer for election.

The institution is involved in various extra-curricular activities and extension programs in order to help society by its services and make the surrounding a better place to live. The college has NCC unit involved in rendering social and community services. Students of NCC and NSS being trained through various camps. They aware and motivate to villagers by posters and rallies. They get extra benefit for selection in their jobs.

Red Cross club is activated in our college which helps to make the student's life much better and develop their leadership skill. The club organized medicine distribution program, blood donation camp, awareness program about health and facilitates primary treatment as first Aid.

The college also organizes various competitions offering a chance to participants to gain substantial experience,

Showcase skills, analyze and evaluate outcomes and improve their personal attitude.

Infrastructure and Learning Resources

The whole campus is spread over 11.04 acres. There are 22 classrooms (including laboratories/seminar hall and smart room) with proper seating arrangement, appropriate furniture, proper lighting and good ventilation with wide corridors. The college has a huge sports ground and indoor sports facility center. The College library has valuable collection of more than 23700 books. Library is partially automated and also available for e-resources. The college has a garden that beautifies its campus. The college frequently upgrades IT facilities including Wi-Fi.

Student Support and Progression

The institute takes care of the students by providing various facilities in the form of indoor and outdoor sports facilities. They are encouraged to participate in co-curricular activities. The reserve candidates are assisted to benefit from the state government and central government sponsored scholarship schemes.

Teachers of the college work tirelessly towards the development of student personality through core – values, NCC, NSS and other programs for success in life constructive contribution to society in general.

For the support and care of girl students the college has a well-developed woman safe environment.

In addition the institute has granted membership of students through student union in various administrative bodies of the college such as Grievance and Redressal Committee, Science Club, Sports committee etc.

Faculty of the college continues its interaction with the ex-students. Even when they formally leave college for higher studies, they are an connected and active and vibrant Alumni association named "GOVT. JANAKLAL MOTILAL PANDEY COLLEGE ALUMNI SOCIETY (Registration No 122202046347 DATED 12/11/2020) which has been formed and registered with ex-students. The feedback is by the alumni and our institution analyzes that and makes necessary actions for the development of college.

Governance, Leadership and Management

Government J.M.P. college Takhatpur is run by state government. Its organization and management is as per the instructions of CG Govt. Principal and other staff are appointed by the department of higher education (C.G.).Principal of the college decides internal politics / strategy with co-ordination of different committees .Librarian and Sport officer also do their best for the mental and physical health.

Every year, Budget allocated by the government to the college which is distributed by the principal to different departments. According purchase rule of Chhattisgarh, purchasing committees with department finalize purchasing process for necessary books, equipments and other items within provided funds. Account is maintained by account section.

The college has the goal to provide quality education with their own limited resources as per our vision and mission. To improve the quality of teaching various efforts are made constantly by the teaching staff. New

technique of teaching is used to deliver lecture by using ICT. Lecture method is also adopted with other method like seminar, presentation, exhibition, education tour, competition etc.

The college IQAC also suggest for better quality improvement time to time.

Institutional Values and Best Practices

Many of the teachers teach through PPT and Smart board to make their teaching more dynamic and interactive. IQAC of the college supported by the Principal and senior teachers monitors all the curricular, co-curricular and extra-curricular activities in the college and ensures to provide all the necessary support to teachers and students for better teaching and learning process.

Gender sensitization programmes have been conducted for creating awareness amongst students. Red Cross unit is active in promoting blood donation camp, general health awareness and checkup camps. The college has a health care centre for the students and staff. Extension activities are done through NCC cadets, students and staff to render social and community services. The entire institution is involved in keeping the college campus neat, clean and green. Environmental concerned have been taken care of by rain water harvesting .The college also provides other facilities i.e. composite pills for the differently able students, wheelchair, ramp and separate washroom.

Thus we create a strong learning environment that enhances academic achievement and develops students social and relationship skills that last throughout their lives.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. J.M.P. COLLEGE, TAKHATPUR DISTT. BILASPUR (C.G.)
Address	Govt. J.M.P. College Takhatpur Main Road Takhatpur Distt. Bilaspur C.G.
City	Takhatpur
State	Chhattisgarh
Pin	495330
Website	www.govtjmpcollegetkp.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Madhulika Lal	07753-264643	9407602025	07753-264645	principalgjmptakhatpur@gmail.com
IQAC / CIQA coordinator	Rajeev Sharma	07753-9893759608	9893759608	07753-264647	dr.rajeevsharma143@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	15-07-1965

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chhattisgarh	Atal Bihari Vajpayee Vishwavidyalaya	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	07-04-1992	View Document
12B of UGC	07-04-1992	View Document

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Govt. J.M.P. College Takhatpur Main Road Takhatpur Distt. Bilaspur C.G.	Rural	11.04	6275

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	Higher Secondary	Hindi	200	200
UG	BCom,Commerce	36	Higher Secondary	Hindi	100	100
UG	BSc,Science	36	Higher Secondary	Hindi	120	120
UG	BCA,Computer Application	36	Higher Secondary	Hindi	50	6
PG	MA,Arts	24	Graduation	Hindi	20	10
PG	MA,Arts	24	Graduation	Hindi	20	20
PG	MA,Arts	24	Graduation	Hindi	20	20
PG	MA,Arts	24	Graduation	Hindi	20	20
PG	MA,Arts	24	Graduation	Hindi	20	20

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				3				0				13
Recruited	0	0	0	0	0	0	0	0	5	8	0	13
Yet to Recruit				3				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				21
Recruited	16	3	0	19
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	5	0	9
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	2	0	0	2

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	4	0	5

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	82	0	0	0	82
	Female	89	0	0	0	89
	Others	0	0	0	0	0
UG	Male	601	0	0	0	601
	Female	543	0	0	0	543
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**	
SC	Male	207	204	227	213	
	Female	181	184	194	169	
	Others	0	0	0	0	
ST	Male	67	86	62	61	
	Female	70	49	46	47	
	Others	0	0	0	0	
OBC	Male	300	251	305	273	
	Female	247	260	275	252	
	Others	0	0	0	0	
General	Male	52	45	67	52	
	Female	64	76	79	83	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
Total		1188	1155	1255	1150	

Extended Profile

1 Program

1.1

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

Response: 137

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
9	9	9	9	9

2 Students

2.1

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1188	1155	1255	1150	1088

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
327	327	327	327	327

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
362	403	409	307	345

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3 Teachers

3.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
12	12	10	11	11

File Description	Document
Institutional Data in Prescribed Format	[View Document](#)

3.2

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
16	14	14	14	14

File Description	Document
Institutional data in prescribed format	[View Document](#)

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 22

4.2

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
20.01105	44.09007	65.72257	157.42000	8.05234

4.3

 Number of computers

Response: 22

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The Govt. J.M.P. College, Takhatpur is affiliated to Atal Bihari Vajpayee University, Bilaspur (earlier known as Bilaspur University Bilaspur C.G.) and follows the curriculum developed by the university. College develops a number of action plans at various levels for effective implementation and delivery of the curriculum which are as under:

a) The university notification on academic curriculum and other guidelines, once received by the college office is communicated to the respective department. The department after consultations among faculty members carefully allocate papers keeping the interest of the students and expertise of teachers in mind.

b) Time Table Committee prepares the time tables taking into account the infrastructural and laboratory needs. Time table (class wise/teacher wise) approved by the committee and the Principal is displayed on college Notice Board well before commencement of the semester for easy accessibility. Room wise time table is prepared for the purpose of clarity.

c) Departmental committees determine the workload, recommend recruitments and prepare the list of necessary practical equipments requirements for effective implementation of the curriculum. Each department maintains daily diary and attandence register regularly.

d) Each department ensures that the readings (prescribed/suggested) in the respective papers are made available in the college library and curriculum related references books are regularly updated. Similarly, laboratory equipment/tools are also upgraded as per the curriculum needs.

e) The on-line printed resources provided by the department are made accessible to the students. Free Wi-Fi zone is available at science & Arts wing and State Government earlier distributed the free Tablets in year 2016-17 and Smart Mobiles in year 2018-19.

f) The department also organizes remedial classes for needy students to enable them to cope with the curriculum.

g) Our library keeps last 5 year question paper of University and provides to students.

h) In Internal Quality Assurance Cell (IQAC) meeting decisions are taken for successful implementation of curriculum through new books, inviting resource persons and providing better practical facilities.

i) To supplement the curriculum students are given practical experience too.

File Description	Document
Any additional information	[View Document](#)

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 205.36

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
6	5	5	4	3

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The college has integrated cross-cutting issues in various courses, such subjects widen the vision of students to understand present circumstances. Details are given below

Gender: In graduation level at B.A. and post graduation level different course offer information about

women empowerment.

In sociology Sem III Paper 1 is prospective of Indian society is about the position of women in different Dharma, Varna, Ashram , karma. There is also topic related to women's situation in elite class, minority class and tribal society. In sociology there is topic related to crime against women and girl child.

Environment and sustainability

At undergraduate levels (B.A., B.Sc., B.Com., B.C.A.)- Environmental Studies is a compulsory paper, in the first year. The paper deals with environmental issues, like a scope and importance of natural resources, concept , structure and function of an ecosystem, Biodiversity and conservation, environment pollution and its management.

In III year of B.Sc. Botany , a paper in course deals with ecology and utilization of plant it gives students ancient knowledge of herbs and medicinal value of plant.

In BA II year Geography paper 1 about economic and resource geography. In BA III paper I is resources and environment it deals with environment of different Geographical areas.

In BA V Semester Economics offers Development and environmental economics In MA Economics, Environmental Economics is offered as an optional paper.

Human Values :At undergraduate levels (B.A., B.Sc., B.Com., B.C.A.)- Environmental Studies and human rights is a compulsory under the constitution of India. In this paper meaning and protection of human rights under the UNO charter is covered. Student learns about human rights and fundamental rights and duties under Indian constitution. Student get knowledge about Protection of human rights act 1993-national human rights commission, state human rights commission and human rights court in India

In the first year In BA course sociology – topics of social interest and social concerns are included in the course which give them knowledge of Indian society its values, reformations of society against social evils, a social movement in tribal's'.

In BA I Geography paper is human Geography.

In BA V semester course Hindi- has essays which are a compilation of views of social reformers of India and their contribution in development of new India.

In MA Sem 1 paper IV urban society in India, sem III paper IV criminology give important knowledge of human values.

In MA sem I paper II   and sem II paper II Hindi ancient poetry of Kabeer, Tulsi, Jayasi, Suur was directly concerned with social issues, Human values, cultural attributes .

In MA Sem IV paper III Hindi Theory and practical of journalism & course Paper IV related to theory and practice of Chhattisgarhi language is taught .

In MA English-Poetry and prose of literary giants deeply touches issues like human value.

File Description	Document
Any Additional Information	[View Document](#)

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: A.Any 4 of the above

File Description	Document
Any additional information	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:

Response: C. Feedback collected and analysed

File Description	Document
Any additional information	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 73.89

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1188	1155	1255	1150	1088

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1610	1610	1610	1610	1460

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per

applicable reservation policy during the last five years

Response: 76.7

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
447	413	438	452	436

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

- The college assesses the learning levels of the students through class test, assignment, group discussions, class presentation, internal exam. All process was applied in students for enhancement of their academic performance by all faculty members.
- An appropriate learning environment provided by teachers with some transformation on teaching method based on the requirements of the students. Their academics requires are assessed and all departments give the required support to the students.
- For slow learner primarily they identified and distinct process are taken to enhance their abilities and capacities. Extra-classes are taken by the teachers to clear the concept, remove their doubts and discuss various issues and are explained the tough topic for improvement of the students performance. Revise all the difficult topic of syllabus as per requirement of the students.
- Slow learners are given individuals guidance by subject teachers for enhancement of their performance.
- Books are issued to the slow learns and advance learner by the subject teacher.
- Lectures and motivational talks of the eminent speaker are organized by the faculty members to enhance the knowledge and skill of the learners.
- Field visits, field trips were organized by some departments of the college. These are the most effective tools for learning and make responsibility, enhance self growth, improvement of confidence among the students.
- Before beginning of the courses teachers get the information from students related to their knowledge about course and their comfort level with English and Hindi as a medium of teaching, because most of the students are belonging to rural area and from Hindi medium school.
- Teachers encouraged the students to participate in various curricular and co-curricular activities

which enhance their skill, knowledge ability and capacity to their respective fields. In sports and other activity selected student of the various competitions were sent to represent the college in various inter-college competitions. The college gives special prizes to position holders' students on the annual day function.

- Advanced learners were inspired by the teachers to connect with some innovative project work at department level. Some environment based project works were done by the students of chemistry department at department level and improve their knowledge with experiment and prepare project file through learning by doing.
- Department of science were organized teaching exchange program form active students of the college. Students were going to some schools of Takhatpur and give general and important information to the students of 11th and 12th standard about practical works that related to their practical subjects. This will help our students to enhanced self confidence level, ability and capability of their strength.
- For advance learner science quiz and other competitive practice exams were taken by the teachers. In this type of activity should help and encourage to the students to understand the question pattern of competitive exam such as PSC, SSC, and Banking etc.

File Description	Document
Link for Additional Information	[View Document](#)

2.2.2 Student - Full time teacher ratio

Response: 99:1

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0.42

2.2.3.1 Number of differently abled students on rolls

Response: 5

File Description	Document
List of students(differently abled)	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

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

Response:

In teaching learning process various methods are used by faculty members of the college such as lecture method, interactive method (Project base learning and group discussion) ICT enabled teaching, Experimental methods. The college adopted student centric methodology such as experimental, participative learning and problem solving methodology in teaching learning process for effective communication of the subject knowledge to the students.

The following activities are conducted by the college to make teaching learning process more students centric:-

Experiential learning: -

- Faculty member of the college used ICT during classroom teaching and lectures are given through power point presentation.
- E-contents are also provided to the students by faculty. Productive use of educational video to make teaching interesting and interactive.
- Department level Educational Tour & visits are conducted to enrich teaching learning process and to develop nurtured and expand the subject interest.
- Eminent speakers from other college and fields are invited to deliver lecture and motivational talk.
- Teaching exchange programme were organized by the departments.

Participative Learning :-

- The college uses participative learning to encourage students actively participated in different academic activities such as classroom group discussion, class level seminar and presentation on given topic, subject related model preparation, poster preparation and class level project works.
- Class level seminar and interaction through group discussion build confidence among the students. They are able to express their mind freely and confidently.
- The students participate in various extracurricular activities organized by the college such as Tree Plantation, Swachh Bharat Abhiyan, Voter Awareness Campaign, NCC and NSS activities. It makes students to be a responsible citizen.
- Student participates in various co-curricular and academic activities like cultural and sports activities which support teaching learning process.

Problem solving methodology:-

- To check the level of understanding of the subject knowledge of student class test, unit test, sessional/internal examination are taken time to time and keep up the competitive spirit among the students.
- In practical subjects students verify the fact and laws of the subject with the help of experiment. Student learns things and takes interest via learning by doing.
- College organized competitive practice examination to students for the preparation of competitive examination such as PSC, Bank and other examination. This practice examination is based on the question pattern of different competitive exams.
- G.K. quiz and G.K. competitions are conducted by the college.

File Description	Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 83.33

2.3.2.1 Number of teachers using ICT

Response: 10

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 79:1

2.3.3.1 Number of mentors

Response: 15

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

Innovation and creativity play an important role in developing various skills in students.

The following innovative and creative practices are implemented in effective teaching learning-

- Information and communication technology is highly useful for teachers as well as students. Most of the teachers use ICT enabled teaching along with traditional teaching to enhance teaching learning process.
- Use of ICT enabled devices, e-learning resources by the college to make teaching learning process more effective and student centric. Teachers use the projector for power point presentation to facilitate the teaching learning.
- Interaction with ICT provides opportunities for students to engaged actively in the learning process and develop their thinking skill and improve their knowledge.ICT makes teaching more easily for the students.
- The college encourages to teachers to attend workshop, seminar, faculty development programme related to ICT.

- Online printed study materials are provided to students by the teachers.
- Students are encouraged to think critically and be innovative through their assignment, class level project and other tasks.
- The college has developed smart classroom facility for effective teaching.
- Most of the departments use model and chart in teaching learning and teachers encourages to students for the model and chart preparation related to their subjects related topic. This will develop creativity, imagination and critical thinking among the students.
- Youth red cross society organize health related program time to time for student's healthy life style.
- Motivational and inspirational talks are organized by the college to enhance the knowledge of the students.
- Class wise student's Whats App group has been created by the teachers of the college to give information about their education, study and all kinds of notice of the college.
- Group discussion, paper presentation and class level seminar helps the student to think critically, independently and enhance the knowledge and skill. They analyse, evaluate and solve the problem.
- In practical subjects students will learn practical with specific learning objectives and practical tasks can be used to achieve various learning outcomes.

File Description	Document
Any additional information	[View Document]

2.4 Teacher Profile and Quality

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

Response: 77.86

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document]
List of the faculty members authenticated by the Head of HEI	[View Document]
Any additional information	[View Document]

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 66.12

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	8	7	7	7

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)
Any additional information	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 19.17

2.4.3.1 Total experience of full-time teachers
Response: 230

File Description	Document
Any additional information	[View Document](#)

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters (scanned or soft copy)	[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Education and its evaluation is a continuous process which helps to improve performance of the students on. Active participation of students in each class is mandatory for their overall assessment. Assessment and evaluation are an important part of the entire educational process. With the help of courses and programs teachers and as well as students achieve their objectives of teaching and learning.

Process of internal evaluation methods varies in all the departments of the college. Necessities and abilities of the students are varies so the teachers use innovative and students favourable methods.

- For undergraduate program all the department of the college conduct class test, unit test, class level seminar and presentation, assignment and group discussion to evaluate students performance to get better results and develop knowledge and skill among the students.
- In the college since 2017-18 internal evaluation examination of 10 marks for undergraduate program are conducted by the college as per the regulation of Atal Bihari Vajpaee Vishwavidyalaya, Bilaspur(C.G.)
- For the post graduate program college conduct sessional and internal evaluation examination, class test, group discussion class level seminar and presentation for continuous internal evaluation. As per semester system applicable from 2016-17 two internal assessment of 20 marks of each semester are conducted by the college as per the guidelines of Atal Bihari Vajpaee Vishwavidyalaya, Bilaspur(C.G.)
- Each student encouraged to give class level seminar and presentation in the class to enhanced their self confidence level.
- Faculty members prepare question paper for internal evaluation examination.
- Sample questions were distributed to students and their answer were discussed which helps to students understand the content more clearly and improve their thinking and writing skill.
- Once the examination is over answer copies are evaluated by the faculty members and internal evaluation marks are uploaded in the affiliated university web portal.
- For the students of science and Geography practical sessions is also considered for continuous assessment.
- Every teacher is considered as a mentor of each class. Mentors help to clear their doubts and also guided in their personal matter.
- Observing the improvement in learning of slow learner and promoting the advanced learners by

assessing their performance in class test and internal examination.

File Description	Document
Link for Additional Information	[View Document]()

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institute is affiliated to ABVV. The rules and regulation process are laid down by the university. There is complete transparency in the internal assessment evaluation. Internal assessment includes test, assignment, seminars, presentation, internal exam etc. Students are also assessed by their participation in the class.

- Teachers take separate class test, unit test for the students maximum of 10 marks. Before taking test syllabus or questions communicated to students well in advance.
- Assignment, class level seminar topics and projects are offer by teachers to assess students in more innovative ways. Seminar is also a part of internal assessment for which particular topic is allotted to the students by the subject teachers and students present their seminars in front of subject teacher and class. Seminar is assessed based on presentation. Students demonstrate their communication skill.
- In project work at class level topic is distributed among the students. They prepare their project on given topic.
- According to the university provisions in science and geography subject practical examination conducted in the presence of external examiner appointed from the other colleges as decided by the university and 5 or 10 marks out of 50 marks reserved for sessional marks. Sessional marks are the part of internal evaluation that is depends on their attendance in practical, performance during practical class and preparation of records.
- Time table for internal assessment is prepared well in advance and announced by the teacher in their respective classes.
- Answers copies of class test are shown to the students in class room and discussed about questions patterns and marking patterns. If students have any doubts related to their marks then it is resolved immediately.
- Answer books of internal examination are shown on the demand of students and guided them for improvement of their performance in main University Examination.
- Subject teachers prepare question papers for class test sessional and internal examination.
- Changes in schedules of internal examination and test of any are notified to the students through notice board or announced it in classroom by subject teacher.

There is complete transparency in internal assessment.

File Description	Document
Any additional information	[View Document]()

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

- For examination process in the college, follow Atal Bihari Vajpayee University guidelines. Sessional, Internal examination, class test are organized by the college and evaluated at the college level. In semester and year end examination college act as examination centers for students.
- Semester and year end examination college staff helps students to identify their seating in which classroom and redress student grievances well before the start of examination.
- Students grievance during the examination such as non availability of question papers in time, delay in getting question paper etc. were handled by the college with ABVV examination department. Such grievances are solved by principal who acts as senior superintendent of examination.
- Student's grievances related to attendance, result, correction in marks and revaluation governed by ABVV. Staffs of the college were guided to the students about the process.
- Subject of the college takes class test, assignments, sessional exams, internal exams, seminars, presentations, group discussion, project work etc. to assess the performance of the students.
- The college conducted sessional and internal exam for internal assessment of the students. Subject teacher prepared question papers for class test, sessional / internal exams. Subject teachers allotted topics for seminar presentation, and project work to the students. If any grievances related to question papers syllabus and allotted topics they directly asked to subject teachers and resolved their grievances immediately.
- The institutional reforms in continuous internal evaluation system are very helpful or useful for the students. This keeps the students interested in studies. Questions based on question pattern of the main University Examination are given in class test, sessional exam, and internal exam. This makes the students to prepare mentally for the main university examinations.
- The college tries to resolve all the grievances related to internal assessment of the students.
- In case of any kind of grievances related to university the college gives appropriate guidance to the students for resolution.
- To avoid grievances the college display notice on the college notice board regarding registration of examination, time table of examination, changes in examination schedule, admit card etc.
- There is also a grievances committee and guidance committee for redressing grievances and guidance of the students.

File Description	Document
Link for Additional Information	[View Document](#)

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

Response:

Our university Atal Bihari Vajpai Vishvidyalaya Bilaspur yearly release academic calendar and all affiliated colleges of university have to follow this calendar. According to this academic calendar each

college has to do following activities.

- Admission process starts from month of June. University takes online application form from eligible candidates. After receiving application university generates merit-list for each college. Higher education department, Chhattisgarh and A.B.V.V. decides the dates last of admission. Each college completes admission process within given time.
- After completion of admission process, student union Election process is declared by Higher Education department Chhattisgarh.
- Sports and cultural activities are conducted between the months of August to December. In this duration annual function, cultural activities and sports activities are organized.
- Units of NSS/NCC Red Cross society/ other committees conduct various activities during the entire year. The activities are as follows.
  - Plantation program in the month of July.
  - NSS/NCC camp for seven days in July to December.
  - Blood donation camp, health check-up camp & yoga programme "Pavitra" are done.
- Internal examination are conducted according to this schedule.
  - First unit exam   -   October
  - Second unit exam   -   November
  - First sessional exam   -   December
  - Third unit exam   -   January
  - Second sessional exam   -   January
  - Fourth unit exam   -   February
  - Pre-quarter final exam   -   February

Our college follows the internal examination schedule given by university academic calendar. Examination are conducted in oral form and one written internal examination is conducted of which 10% marks is added in student's final examination.

Practical examination and environmental studies of all subjects are conducted in month of February.

File Description	Document
Link for Additional Information	[View Document](#)

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 on website and communicated to teachers and students

Response:

The college has a website on which programmes offered uploaded by college. The college communicate to the students about the program outcomes, program specific outcomes and course outcomes. In every academic session, college publish a college prospectus in which it contain all admission related information such as admission process, fee structure and programs and courses offered by the college. In the beginning of the session, teachers of the entire departments explain program and course outcomes to

the students in the classroom. Course outcomes are mentioned in the syllabus which is provided to the students. We are following the syllabus of Atal Bihari Vajpayee University, Bilaspur which are available in its website also.

Following are the some program and course outcomes of the college:-

- B.A./M.A. (Political Science):- It helps to demonstrate the ability to outline and defend a vision of politics in areas such as justice, democracy, community or freedom. It helps to make understand law and policy of various countries.
- B.A./M.A. (Economics):- It helps to develop the ability to explain core economic terms, concepts and theories. It enhance the ability to make students practical in their life.
- B.A./M.A.(Sociology) :- This programme helps to think critically about the courses and consequences of social inequality, design and evaluate empirical sociological research.
- English Foundation:- This programme helps to make able their students of writing, reading, listening and speaking. Students read, analyses interpret and produce text.
- Hindi Foundation and Literature :- It helps to develop the Personality, Language, National spirit, Cultural, Social mobility, Unity and Integrity in the students.
- B.A./M.A. History:- It helps to make the students aware of human culture, social, political and religious problems. It also helps to provide knowledge of relations about our country and world.
- B.Com. (Commerce):- This programme could provide knowledge about Industries, Banking, Insurance, Financing etc. Students can independently start up their own business.
- B.C.A.:- It helps to gain computer knowledge for various fields. It also helps to create various websites and apps by which students get able to take any knowledge.
- B.Sc. (Zoology):- Students gain knowledge and skill in the fundamentals of animal science, understands the complex interactions among various living organism.
- B.Sc. (Botany):- Students will be able to identify the major groups of plants and classify them and compare the characteristics of plants. Students will gain scientific Knowledge in the field of Life Sciences and fundamental processes of plants.
- B.Sc. (Chemistry):- This program helps to students to make understand chemical behavior and physical properties of common substances and to describe the characteristics of solid, liquid and gases.
- B.Sc. (Physics):- It helps student to know about basic laws of gravitational force, electromagnetic wave theory, interference, reflection, refraction, polarization etc. Students will be able to analyze and solve the numeric problems related to basic concept of physics.

File Description	Document
COs for all courses (exemplars from Glossary)	[View Document](#)

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

- Our college is affiliated to Atal Bihari Vajpayee University Bilaspur (G.G.). College offered undergraduate courses under the faculty of Arts. Science, Commerce, Computer application and

postgraduate courses are in History, Economics, Political Science, Sociology and Hindi Literature. For these programs and courses the college followed the academic calendar and rules regulation of ABVV Bilaspur. The college evaluated programme and course outcomes through strength of the student. Every year many students are applying for admission against sanctioned seat of UG and PG programme. Our college ranked 8th position in arts faculty and 9th position in science faculty under ABVV. This ranking is based on over all pass percentage.

- Every main annual examination and semester and examination shows performance of the students through passing percentage. That is increasing progressively in last five years.
- The learning/course outcome of the students evaluated by continuous assessment such at class test, seminar, quiz, presentation, field survey, project. Continuous assessment gives feedback on the effectiveness of the teaching learning process and learning outcomes of each course.
- Program specific outcomes of all the department are highlighted through career option open to students after completion of the program and achievements of the alumnae. Alumnae of various departments are invited to alumnae meet. They interact with both the students and teachers during the meeting and other events. This is also an opportunity for the faculty to take feedback on the courses that need to be improved and the components which will make them more relevant.

File Description	Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 94.59

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.
Response: 350

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution
Response: 370

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.97

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Percentage of teachers recognised as research guides at present

Response: 16.67

3.1.2.1 Number of teachers recognised as research guides

Response: 2

File Description	Document
Any additional information	[View Document](#)

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 12

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Being predominantly an undergraduate and postgraduate Institute, the college is sincerely willing to develop a research culture aimed at benefitting not only the faculty members of the college but its students also. Despite having the limited resources and paucity of fund, the college has adopted a practical approach in recent years to keep the staff, and the students updated with the latest knowledge in their respective fields of study, and some of the steps include the following:

- A few classrooms are equipped with projectors to enhance the learning of the students and promote research mentality among them.
- The PG students are encouraged to undertake project works related to existing societal problems/ local issues under the supervision of the faculty members. They use the survey method, case study, and other descriptive research methods to find the answers to their research question and thus they are encouraged and motivated for innovations.
- The faculty members are encouraged to write innovative research papers, publish them as chapters, books, and in journals with ISBN and ISSN respectively.
- Other initiatives for the creation and transfer of knowledge include special lectures by eminent personalities, inter/ intra college festivals including competitions, educational field trips, internships, training programs, seminars, and encouragement of students and faculty to present research work at national and international conferences.
- External resource persons are also at the time invited to share their learning with the staff and students. These lectures spark the creativity of the students and sharpen their innovativeness.
- The science labs provide the students to get a hand on experience and experiment with their ideas.
- Students who are interested in creative writing are encouraged by the language teachers to write in magazines, journals, and newsletters.

File Description	Document
Any additional information	[View Document](#)

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

17-07-2021 12:00:37

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document

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

Response: 0.98

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	0	2	5

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

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

Response: 0.27

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	3	0	0	0

File Description	Document
List books and chapters in edited volumes / books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The institute's vision envisages offering sustainable livelihood, enhance the well-being of the neighborhood community through knowledge, innovation, and transformative actions, and developing ethical and socially responsible individuals who contribute to society and work in harmony with nature. The students are encouraged to participate in the extension activities organized by the cell, club, and departments in college through awareness programs, etc. There have been multifarious activities in the institute involving the students to sensitize about various social issues and strengthen community partnership for holistic development.

1. Several initiatives are taken to sensitize students towards social issues –

The issues related to the environment and sustainability is taken care of in the course curriculum through courses such as Environmental Science.

Institute is proactive in sensitizing and promoting gender equality. The institute celebrates women's day, yoga day, etc. Workshops have been conducted as a part of the gender sensitization program.

The institute further organizes various essay-writing, slogan-writing, poster-making, debate, speech, and discussion competitions on social issues to provide a platform for the students.

1. Various activities are undertaken to engage faculty, students, and staff in the neighborhood community are-

A. Cleanliness

With an aim to sense the students about the importance of hygiene and cleanliness in the surroundings, by keeping the Swachh Bharat initiatives, the college has steered events such as -sweep program, cleaning of public places etc.

B. Environment

To sensitize students about the need to preserve the environment, plantation drives are conducted every year. The institute further celebrates World Environment day. The students are encouraged to minimize the usage of plastic.

C. Health

In keeping with the Swach Bharat initiatives, the college has organized awareness program on health, and workshops addressing first aid. Various tests like blood group tests, sugar tests, and sickle cell tests were conducted in the college wherein the students participated actively.

D. The institute celebrated the 150th birth anniversary of Mahatma Gandhi, within which numerous competitions such as quiz, article-writing, story-telling, drawing, rangoli-making, singing, and poster presentations were organized. The program was intended to pay tribute to the national hero and inspire young minds. The students actively participate in these competitions and learned valuable moral lessons.

E. Other Programs

The institute celebrates vigilance awareness week, National unity week, Sadbhavna Divas, National voters awareness program, Road Safety week, Minority Rights day, Martyr's day, etc.

'Hunar Se ShikharTak' - a personality development program was organized to provide an opportunity for the students to learn and grow.

'Rakhi with Khakhi' - a program conducted to develop community interactions and pay respect and appreciate the officials for their valuable contribution in making the neighborhood a better place.

3. Learning of the students from the above extension activities-

A. Buildup involvement and fostering attitude to contribute towards societal issues and community problems

B. Develop a sense of social responsibility and interest in the environment-related issues

C. Cater to student's holistic development

D. Develop skill and aptitude for problem-solving.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 48

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
10	8	9	11	10

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<u>View Document</u>
Any additional information	<u>View Document</u>

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 37.19

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
539	336	411	450	431

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	<u>View Document</u>
Any additional information	<u>View Document</u>

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college was established in the year, 1965. The whole campus is spread over 11.04 acres. Our institute has sufficient numbers of classrooms, well equipped laboratories and huge library. College has girls common room, girls hostel, smart room and library with reading room.

In the college, there are 22 classrooms (including laboratories/seminar hall and smart room) with proper seating arrangement, appropriate furniture, proper lighting, good ventilation with wide corridors, black and green chalkboard. However the number of students is increasing every year, therefore further expansion is needed.

The college has five (05) laboratories with well equipped number of instruments and apparatus in physics, chemistry, botany, zoology and geography. There is one computer lab with adequate number of computers for BCA students. The entire campus is Wi-Fi enabled.

Physics Laboratory: Department of Physics has a big and well managed laboratory with a dark room. lt has 9 computers also for doing programming which is in the practical syllabus of U.G. students. Laboratory is equipped with following apparatus-

1. Vernier Callipers
2. Screw Guage
3. Bending of beam
4. Simple, Torsional, Compound Pendulum
5. Maxwell's needle
6. Fly wheel
7. Inertia table
8. Stefan's Constant

In dark room we have following equipment related to

1. Apparatus of Newton's ring
2. Resolving power of telescope
3. Solar Cell
4. Plank's Constant

Chemistry Laboratory: Chemistry laboratory is having two halls one as chemical laboratory and other as physical chemistry laboratory. Students perform chemical related work in chemical laboratory. They do salt analysis, synthesis of inorganic and organic chemicals. Physical laboratory is equipped with following apparatus-

1. PH meter

2. Colorimeter
3. Conductometer
4. Abbe Refractometer
5. Polarimeter
6. UV and Spectrophotometer
7. Fumigation Chamber
8. Electrophoretic apparatus
9. Oven
10. Muffle Furnace
11. Centrifuging Machine
12. Vacuum pump

Botany Laboratory: Department of Botany has well equipped and managed laboratory. Laboratory is following instruments-

1. PH meter
2. Universal oven
3. Microtome
4. Binocular Microscope
5. Chromatography Chamber
6. Student Microscope

Zoology Laboratory: Department of zoology has big and well managed laboratory. It has different types of specimens and instruments-

1. PH Meter
2. Centrifuge
3. Chromatography
4. Incubator
5. Coaxial research microscope
6. Binocular microscope
7. Microtome
8. Microscope with Digital image
9. Haemoglobino meter

File Description	Document
Any additional information	[View Document](#)

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

The college has a separate Sports Department that encourages sports activities which include indoor and outdoor games. Our college has well equipped gymnasium for the students and staff to stay fit and healthy.

The gymnasium has a facility of treadmill, butterfly machine, exercise cycle, sixteen station multi gym etc.

The college has a sports ground in campus where various outdoor sports activities are carried out time to time like cricket, volleyball, football, softball, baseball, handball, athletic etc. There is a separate sports complex where indoor games are carried out throughout the year like kabaddi, chess, table tennis, badminton etc. Yoga practices are also carried out in sports department.

Different sports teams of our college participated in various sports like kabaddi, cricket, athletic, chess etc. Students participate in different competitions like inter-college, inter-district, inter-university and inter-state level competition.

Cultural Activities

Our college organized different co-curricular activities and annual function with the help of cultural committee of college. Different cultural activities are organized like Dance, Singing, Quiz, Essay competition, Mehandi and Rangoli based on recent social issues on the various occasion. Dance and singing are performed in open temporary stage while essay and quiz competition are carried out in classrooms. Competition related to rangoli is carried out in corridor. Student enjoy the function and perform all activities with full of energy. For motivating and encouraging, winners of various competitions are awarded by medals, shield and certificate during prize distribution function.

File Description	Document
Any additional information	[View Document](#)

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

Response: 9.09

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 2

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)
Link for additional information which is optional	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 51.45

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five

years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	33.50000	56.50000	150.00000	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)
Audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

College library has valuable collection of more than 23700 books of different subject which fulfill the needs of students and teachers of different courses. Library has some reference books and reference sources related to different subjects. There is reading room section attached with library where library user can study various books, newspaper etc. The library automation is need of present era but cost of automation is too much high. Therefore library is using KOHA free and open source software for library automation which is under process. Presently library is partially automated with KOHA ILMS. KOHA provides full facility of customization of different interfaces like OPAC etc.

Name of the ILMS software   :-   KOHA

Nature of automation   : -   Partially automated

Version   :-   UBUNTU-12.04

File Description	Document
Any additional information	[View Document](#)

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The library has collection of more than 23700 books including reference books, reference sources, rare books and other knowledge resources that gives information about our culture, historical information etc.

This collection makes our library enrich.

Library has following rare books and other knowledge resources

- The Collected Works of Mahatma Gandhi   29 Volumes
- The New Encyclopaedia Britannica   32 Volumes
- Hindi Vishwa Kosh   06 Volumes
- Arthshastra ka Vishwakosh   10 Volumes
- Encyclopaedia of Modern Methods of Teaching and Learning   06 Volumes
- Encyclopaedia of Mathematical Analysis   10 Volumes
- Encyclopaedia of Physics   05 Volumes
- Rasayan Vigyan Vishwakosh   09 Volumes
- Vishwa Itihas ki Jhalak   04 Volumes
- Gandhi Sansmaran aur Vichar
- Sampurn Gandhi Vangamay
- Lok Prashan (Siddhant tatha Vyavahar)
- Hindi Sahitya ka Vrihad Itihas

File Description	Document
Any additional information	[View Document](#)

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 4.38

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
6.10323	5.32300	7.64650	1.76926	1.05900

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.83

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 22

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college frequently upgrades IT facilities including Wi-Fi as per the needs and requirements in the last five years. The college has installed the internet connection with campus Wi-Fi facility. Internet facility is provided in the all classrooms, laboratories, offices, departments through Wi-Fi. Teachers and students can access Wi-Fi facility in the campus to get additional information and research related queries. The college has updated its IT facilities with the increasing number of computers, printers, scanners, smart boards, projectors etc. The college campus is under CCTV surveillance to ensure safety and security to its stakeholder's. Students are encouraged to use IT infrastructure, online study resources for broadening their knowledge horizon.

4.3.2 Student - Computer ratio

Response: 48:1

File Description	Document
Any additional information	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: <5 MBPS

File Description	Document
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 7.4

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
1.97105	1.53007	1.52257	0.91564	1.67463

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)
Audited statements of accounts.	[View Document](#)

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

Response:

For maintaining and utilizing physical, academic and support facilities different committee's have been constituted.

- Purchase committee
- Library Advisory Committee
- Building and Maintenance Committee
- Garden Committee
- Equipment Committee

Purchase Committee

Purchase committee is responsible for purchasing the equipments, instruments and other items for use in the laboratories. There is step by step process for procuring books, instruments, equipments, computer etc. This committee makes enquiry based on requirements, quotations are invited, verified, compared and best suitable is given order keeping in the mind government rules and regulations.

Library advisory committee

The college has constituted library advisory committee includes senior faculties. The committee is responsible for purchase of books, issue and up gradation of library facilities. New books are known to students by their teacher and library staff members. At the end of every year library physical verification is carried out by faculty members and staff to maintain and update library collections.

Building and Maintenance Committee

This committee is responsible for adding new academic infrastructure and maintenance of existing building such as classrooms, seminar hall, laboratories, smart classrooms, sports complex and computer labs etc. It also looks after the civil works in the college such as white washing, construction, renovation and other repair work. All work is done by PWD.

Garden Committee

There is a committee including one faculty member from botany background that maintains the greenery and flora of the college. Every year seasonal plants are planted in the college. Garden is being maintaining on regular basis. One gardener is appointed on contractual basis for watering and looks after the garden.

Equipment Committee

College has constituted equipment committee which includes senior faculties. Committee looks after the purchase and maintenance of all equipments required in various department of the college like laboratory equipment, ICT related equipment, electrical equipments etc. Equipments are repaired and maintained on regular basis.

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 71.84

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

2018-19	2017-18	2016-17	2015-16	2014-15
935	903	843	794	719

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	[View Document](#)
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching

5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)
Any additional information	[View Document](#)
Link to Institutional website	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 5.54

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

2018-19	2017-18	2016-17	2015-16	2014-15
78	0	130	0	117

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)
Any additional information	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 0.39

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

2018-19	2017-18	2016-17	2015-16	2014-15
6	0	0	1	0

File Description	Document
Self attested list of students placed	View Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 27.07

5.2.2.1 Number of outgoing students progressing to higher education

Response: 98

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Details of student progression to higher education	[View Document](#)

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The active student Council is formed every year after the notification of the Government of Chhattisgarh. All the responsibility of the formation of Students Union is shouldered by a student union committee, a senior professor of the college is incharge of it. The committee follows the guidelines given by Government of Chhattisgarh and monitors the entire process of Student Union formation. The Union has elected office bears comprising a President, vice president, secretary joint secretary and student representatives from different class. College Student Union committee engages student to effectively participate in extracurricular activities of the college and provide opportunities for the training as good citizens.

Oath taking ceremony is the first function of the Students Union. Elected members take an oath to maintain the Annual dignity of the office and to function in the interest of the college. Annual cultural and annual sports competitions are the important festival of college. By organising this student union gives a platform to showcase the talents of the students. On the Annual function day distinguished guests are invited and the students present various cultural activities. Student securing highest marks in the class/faculty and winners of the sports and cultural competitions are felicitated in the prize distribution.

The college has a policy of inviting students to be a part of the committee so that students can be groomed under the faculty guidance. The various societies of the college are pathway to cultural committee Social Work committee, science club; sports committee, gender sensitization committee etc. These committees give platform to the student to nurture their skill / passion and prepare themselves for future.

File Description	Document
Any additional information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 0

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Association came to existence in the college since 2014 and provided free membership to the students in order to motivate them for active participation in the association. Though Alumni Association has started its function but the college is not yet registered but soon it will be registered. Healthy relation between the staff and the alumni is the main source to attract them towards the college. The institute motivates and supports to the ex-student, their parents, community to maintain healthy relation with the Institution.

 At present scenario there is no monetary contribution by the college alumni but they are willing to contribute valuable experience and expertise of the element is shared with the current student of college Hopefully the Association would play a significant role to uplift the quality of the college .The alumni meets are organized once in a year .Alumni visits the institute as per their convenience throughout the year.

File Description	Document
Any additional information	View Document

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

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 4

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

A.   Vision and Mission Statement: VisionStatement:

The vision of the institution is to empower students through learning and quality education making them self-motivated, morally strong, mentally mature, constructive, and disciplined individuals for nation building. It seeks to achieve this vision by promoting values of teamwork, leadership, sharing of knowledge, developing communication skills and promotion of extension activities outside the college premises aimed at social development.

Mission Statement:

·   To fulfill the motto of our college i.e. *vidya vinaya vivek*in our students.

·   To develop excellence of character in our students.

·   To drive our students to seek success in various fields.

·   To make higher education accessible to all.

·   To use extension activities aimed to make education relevant to social needs.

·   To partner with the government to ensure good governance.

B.   Nature of Governance:

 Governance of college is in line with the above-mentioned vision and mission statement and aims at facilitating their fulfillment. The architecture of leadership with the above mission is achieved by the Principal and the staff collectively –

·   Government JMP college, Takhatpur envisions facilitating development of youth as nation builders by making higher education accessible to students of socially deprived Scheduled Castes and Scheduled Tribes, backward classes of rural background.

·   Institution aims to instill democratic values of tolerance, compassion, and sensitivity to make our students responsible citizens of our nation.

·   Our college works on motto – *'vidya vinaya vivek'*. This idea does not mean merely imparting education to students but imparting value-education resulting in achievement of their full potential in a rapidly changing society.

·   We absorb students from deprived sections of society residing in rural hinterland. Governance in our college is aimed at their upliftment by enabling self-realization, motivating, and inspiring them to aspire for a better life through knowledge and hard work.

·   Principal of the college governs and co-ordinates with various working committees inside the institution and outside with various social associations.

·   Quality of leadership plays a major role in various meetings related to governance of college primarily meeting of Development Committee for need-based planning of college activities.

·   All committees work in co-ordination with each other to ensure quality improvement.

·   IQAC maintains records of development, arranges inter-disciplinary lectures in the areas of health, constitution, women empowerment, human rights, security and safety, cleanliness, and personality development, including NCC, NSS and Youth Redcross.

·   Students interact on the curriculum. They participate in teaching and learning process through internal class level presentation, competitions, and debates.

Some additional courses such as B.C.A, B.Com. and Geography as a B.A. subject are organized by Jan-Bhagidari and funded by collection of fees from society.

File Description	Document
Any additional information	[View Document](#)

6.1.2 The institution practices decentralization and participative management

Response:

Decentralization and participation architecture top to bottom comprise of governing body that is Secretary Higher Education Department Raipur (C.G.). Principal Govt. JMP College Takhatpur, staff, committees, student representatives and local bodies.

Govt. JMP College is under Secretory Higher Education Department Raipur (C.G.)

Principal is official Chairperson to the Staff Council and to the other staff committees like Planning Committee, Women Harassment, Anti-ragging, Third gender, Grievance cell, etc.

Case Study: For example, developmental activities in the college is decided by Planning Committee rather than Principal. Planning committee decided the need of a development activity, prioritizes the uses of funds to the best possible use in consultation with all departmental heads. In this way decentralized and participative management of funds leads to optimized utilization of funds.

In general, decentralization of leadership is explained below:

1. Principal

·   Distributes leadership roles to various heads of departments.

·   Data driven decision making.

·   Engage college community in decision making and achieving cultural change in learning such as e-education.

2. Teacher

·   as a facilitator

·   monitoring of departmental and administrative activities.

·   Professional development of staff and students.

·   Facilitating data driven results.

3. Student Council

·   They bring students interest and grievances before various staff committees.

4. Local body

·   Jan Bhagidari Committee aims to run various courses such as B.C.A and geography by utilizing locally collected funds.

Decentralization of leadership and governance is required because-

1.   To ensure that institutional learning developmental systems meets the needs of the college and workforce by taking views and feedback from inside and outside.

2.   Quality policy is developed by the top faculty in consultation with stakeholders.

3.   Annual progress of result and other activities managed by IQAC incharge.

Jan bhagidari courses are also helpful in enhancing learning process in BCA, B, Com, MA sociaology and MA Economics.

File Description	Document
Any additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Strategic Plan

·   To develop infrastructure as per requirement.

·   To make maximum use of present facility with the plan of other improvements like construction of needed laboratories.

·   To make our syllabus easy to understand through teaching and ICT.

·   Overall development of personality by NCC, NSS and Sports including full development in present scenario via competitions.

·   To make them able for getting Govt. and Private Jobs.

The college tries its best to grow in every possible direction continuously.

Infrastructure of the college is enriched with new science block of 14 halls and other practical facilities by RUSA. Chemistry, Physics, Botany, Zoology and Computer laboratory are well equipped in this building.

Rashtriya Ucchater Shiksha Abhiyan (RUSA)

Is the funding agency for the institutes of higher education nation wise. We plan for RUSA funds and grants as aid for institutional development.

1-   We prepared proposal for new facility and laboratory equipment's in 2018.

2-   Rs. 1 crore granted by State Govt. of Higher Education Department, Raipur (C.G.) for improvement of infrastructure.

3-   RUSA, Higher Education Department Chhattisgarh govt. has sanctioned 1.40 crore for the construction of eight rooms 12x7 meter size with proper light and air on 9/8/16.

4-   On 16-03-16 RUSA, Higher Education Department, Raipur has sanctioned 50 Lakhs as 1st installment of 2 crores.

5-   Govt. of Chhattisgarh, State Project office, RUSA, Raipur has again provided 56 Lakhs and 50 thousand (56,50,000/-) Rupees for the development of infrastructure and 2nd installment on 26-07-2017.

6-   Rupees 33 Lakhs and 50 Thousand (33,50,000/-) wide letter no. 386/SPD/RUSA/2018 dated 17.03.2018 are received as 3rd installment.

7-   All of these amounts for construction are transferred to PWD Bilaspur.

8-   Now J.M.P. College Takhatpur is enriched with 14 halls, well equipped laboratories with washrooms

and ramps.

9-   All of these are with completion certificate and taken over by the college. Now these are being utilised for classes.

·   Old building has 8 classrooms, 5 PG departments and library. It is also a Wi-Fi zone.

·   Sports and extracurricular activities are promoted in Indoor stadium,gymnasium and big playground. Sports department has won various prizes of state level.

·   Planning and development committee manage records of step wise development in different funds and areas provided by government and RUSA.

·   Women hostel building and Cycle Stand is also in the college campus.

·   Raman University, Pt. Sunderlal Sharma Open University Bilaspur study centre is also provided in the campus.

We are moving in the direction of progress by Small educational experimental projects for B.sc students to learn environmental effects through practicals.

File Description	Document
Any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Description of ORGANOGRAM of Govt. JMP College, Takhatpur

Governing body is Ministry of Higher Education, Chhattisgarh Government. Higher EducationMinister. Commissioner of Governing body is Secretary to government of Chhattisgarh, Higher Education department.

Principal is overall head of the institution and is assisted by an advisory committee comprised of convener Dr. Smt. S. N. Lader with members Dr. S. K. Pandey, Dr. Rajeev Sharma, Dr. Smt. Seema Negi, Dr. Smt. Seema Maneesha Nath, Smt. Rashmi Jain, Dr. Smt. Parwati Patel, Dr. Meena Sharma, Smt. Indu Kaushal and Shri K. U. Khan who give valuable advice for the progress of the college.

Senior Asst. Professor, Dr. B. D. Jangde and Dr. Smt. S. N. Lader work as administrator in Arts faculty. All PG departments have Head of Departments with one Asst. Professor or Atithi Lecturer or Jan Bhagidari lecturer.

All Science departments are single faculty departments and work best on their behalf to teach thorough projects, classroom presentation, group discussion. Laboratory technicians are posted as per list below-

1.   Chemistry – Shri. Sitaram Patel.

2.   Zoology – shri Jaishankar Yadav

3.   Laboratory attendant – chemistry – Shri. Rajendra Bharadwaj, zoology – shri. Amar Singh Armo, Botany – Smt. Lata Chandravanshi. Other posts are vacant.

Effective Committees

1. Development committee- responsible for mapping required development in the college.

2. Planning committee- plan for systematic stepwise use of funds available as per priorities

3.   Purchasing committee- make clear concept to follow purchasing rules of c.g. govt. either through quotation/open quotations / CSIDC to place order.

4.   IQAC maintain records of all results to make progress ahead, give some guidance for improvement.

5.   Internal audit is also helpful for maintaining accounts updated.

6. Grievance redressalcell (shikayat prakoshth) is also to work for students problem.

7.   Procedure of recruitment for post of professor through Chhattisgarh PSC advertisement.

8.   Promotion is done by Higher Education Department Chhattisgarh. For the post of Lab technician, Lab attendant through Rajya Karmchari Chayan Aayog is effective.

9.   Service rules are followed as directed in **Pracharya Digdarshika**

File Description	Document
Any additional information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**

5.Examination

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

There are many committees, bodies and cells in our college. However, Jan Bhagidari Committee is one of the foremost. It met on 31.10.2014 and decided to run BCA, B. Com. , B.A. (Geography) also decided to hire few Guest Lecturers for this purpose. This decision of a Committee was successfully implemented by the college administration and due to the success of these courses in last few years, government of Chhattisgarh decided to run one of these courses due to high demand. Successful implementation of the decisions taken in this committee's meetings are -

- from the optimum use of budget to utilize it in teachers appointment minutes all records are maintain under janbhagidari head. Other staff required for maintenance of college is also financed by janbhagidari samiti approval.

- It is regularly audited every year.

- Courses run by janbhagadari are

        (i)   B.Com

        (ii)   BCA

        (iii)   Geography (as a subject for B.A. Class)

        (iv)   M.A. Economics

        (v)   M.A. Sociology

- Private candidates also pay janbhagidari fees

- This money is used for purchasing chemicals and other requirements of science departments for laboratory facilities.

File Description	Document
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

Being Chhattisgarh government institute, all employee welfare initiatives of state government are available to all teaching and non-teaching staff such as –

All rules are followed as per C.G. Govt. administration rules prescribed as in **Pracharya Digdarshika.**

· *Leaves-*

1.   Study leave – can be availed if sanctioned by secretary for higher education and professional development.

2.   Childcare leaves – to female employees to help them for the care of their children.

3.   Maternity and paternity leaves – to allow employees to take care of new born offspring's.

4.   Earned, Casual, half pay and medical leaves.

· *Allowances*– as available to every state government employee – includes Pension and provident fund.

·   Facilities like GPF advances, like temporary advance & GPF part final.

·   Free uniforms for Class IV employees.

·   All non-doctoral staff are encouraged to complete Ph.D.

·   All employees can get government accommodation or claim HRA.

·   3rd and 4th class employees can get grain, festival advance on institution level.

·   Leave encashment facility for retiring persons.

S.N.	Year	Advance	Part Final	Name
1	2018-19	90,000/-	NILL	Smt. S.N. Lader
		90,000/-	NILL	Dr. B.D. Jangde

2	2017-18	NILL	4 Lakh	Dr. Smt. Seema Nath
3	2016-17	28,000/-	1.70 Lakh	K.U. Khan
		90,000/-	NILL	Smt. S.N. Lader
4	2015-16	NILL	1.30 Lakh	T.R. Kaushik and Abbas Hirani
5	2014-15	NILL	NILL	NILL

18-06-2016 Ex gratia- 50,000/- Dr. R.P. Sahariya Asst. Professor.

File Description	Document
Any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document

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

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 12.3

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	1	2	0

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document
Any additional information	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Since, our college works under the instruction of Higher Education Department, Government of Chhattisgarh. Every year **Performance Appraisal** forms are filled by reporting officer for all teaching and non teaching staff. Following are the main areas of evaluation of performance of teaching staff –

1.   Number of working days.

2.   Number of classes taken.

3.   Number of students.

4.   Number of Courses being taught.

5.   Leave records.

6.   Number of conferences attended - organized/books published/papers published in reputed journal.

7.   Number of committees where they worked in administration.

8.   Number of seminars attended/ organized.

9.   Number of exams conducted.

10. Quality of work performed.

11. Results of the classes taught.

·   Every year performance appraisal forms are signed by principal of institution then by Additional Director of Higher Education, Bilaspur Division finally forwarded to Secretary Higher Education Department Raipur (C.G.).

·   These API based profarma is analyzed by the principal and accordingly graded as good, very good, excellent and ordinary for all of teaching as well as non-teaching staff.

·   Additional Director of Higher Education, Bilaspur zone counter sign these duly mark CR forms with some comments like agree and disagree.

·   Secretary higher education department receive these forms which are signed by secretary.

·   Self-assessment on PBAS (Performance Base Appraisal System) and API earned on that session gradually added for academic growth & required for promotion. Non-teaching staff is appraised based on the regularity, punctuality and leaves taken. These are required for promotion also.

File Description	Document
Any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Internal audit committee as formed as cash book / DFC / Verification committee. It is made year wise. They check the account and verify it.

In our institution we regularly enable internal audit by internal audit committee and external audit as well by third party auditors. Following is the data of audited funds and audits done in last five years.

Year	Govt. Budget	Audit	Janbhagidari	Audit Report	RUSA	Audit Report
2018-19	1,97,25,850	-	27,52,452.77	Audited		

2017-18	2,65,13,115	-	27,06,799.00	Audited		
2016-17	4,91,89,650	-	18,98,550.00	Audited	60,00,000	Audited
					33,50,000	
2015-16	3,28,52,432	Audited	18,84,586.00	Audited	56,50,000	
2014-15	2,12,64,130	Audited	19,38,929.00	Audited	50,00,000	

File Description	Document
Link for Additional Information	[View Document](#)

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Our institution is a government run institution and it receives its funds from following resources:

1.   State Government.

2.   RUSA

3.   Janbhagidari Samiti.

Major resource of our college sanctioned, allotted by state govt. other source is additional grant provided by Rashtriya Uchchatar Shiksha Abhiyan (RUSA) and some portion is collected as Janbhagidari Fund from each student.

Year	Govt. Budget	Audit	Janbhagidari	Audit Report	RUSA	Audit Report
2018-19	1,97,25,850	-	27,52,452.77	Audited		
2017-18	2,65,13,115	-	27,06,799.00	Audited		
2016-17	4,91,89,650	-	18,98,550.00	Audited	60,00,000	Audited
					33,50,000	
2015-16	3,28,52,432	Audited	18,84,586.00	Audited	56,50,000	
2014-15	2,12,64,130	Audited	19,38,929.00	Audited	50,00,000	

Our institute promotes its alumni to donate for college's development. However, we mainly depend on state government for funds to run the institution.

Strategy for optimal utilization of funds-

1.   Planning board is a committee that decides the utilization of funds in an optimized manner.

2.   Regular audits ensure no wastage of funds.

3.   Janbhagidari funds are used to run popular courses and are open to review.

Public relation office Raipur has given us user ID for open quotation

1.   Strategically available budget under different heads and purposes are utilized as per purchasing plan by purchasing committee.

2.   Purchasing usually carried out by inviting quotation through public relation office Raipur by publication in newspapers following C.G. purchasing rules.

3.   Through CSIDC approved companies or Laghu Udyog Nigam.

4.   Central Stock Register and departmental stock register maintains record of stock.

5.   Payments are made trough cheque or transfer of money through bank account.

File Description	Document
Link for Additional Information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

IQAC Contribution significantly for *institutionalizing the quality assurance strategies and processes by*

·   By data analysis of previous results.

·   By feedback analysis from students and alumni.

·   Teachers and their effective teaching reflected to get analyzed by this procedure.

·   Holistic Development of student in various directions like academic, cultural, personality development, done by team of college staff.

·   Various lecture from outside speaker, professors and professionals to encourage students.

·   Students give class level presentation according to syllabus for encouraging self-study.

·   Regular quiz, debates, essay competitions are arranged for better knowledge.

·   Some scientific small project are also done by B.Sc. student which are presented in class and in seminars.

·   Social dimensions are focused on relevant subjects like MANVADHIKAR, VIDHIK SAHAYATA, MAHILA SURKSHA AWARNESS, VOTE KA ADHIKAR, SAMAJIK UNITY etc.

.   Health aspect of personality is also maintain by promoting yoga and games nevertheless NCC and NSS also contribute to make them active and honest citizen of nation.

File Description	Document
Any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

Details of meeting	1st cycle	2nd Cycle	
	Proposed suggestions	Consequence	
2015-16 NAAC 10.2.15-12.2.15	Areas of specializations	Applied to secretary	
	English language lab	Permission letter	
	Research center Creation	NIL	
	Digitization of library	Some books computeri	
	Hostel for boys and girls	Girls hostel ready	
	Health care centers	Working through red c	
	more sports facility	Indoor stadium and gy	
	Placement cell	Workshop organized b aayog on 8.3.16	
2016-17	Regular Test and Valuation	Practised	
2017-18 by Principal	Plantation	done in old building	
	CCTV facility	Provided in old buildin	
	Biometric attendance	Available	
	Academic councils	Departments	
	N-List enrollment of college	Registration	
	E-Libraray	Started	
	University and state level games	AS per list	
	M.Sc chemistry and M.Sc Maths	Proposal sent.	
2018-19, meetings on 18.7.18 and 24.9.18	Language lab for English	Proposal sent.	
	New subject PG class proposals	Proposal sent.	
	Blood group test, Sickle cell test	organized by Red cross	
	Swacchata Abhiyaan	by NSS	
	ISHE report submit		
	Placement cell	Not established	
2019-20, meeting on 19.01.2019	IQAC annual conduction fee demand letter to UGC	Sent	
	II cycle Accredition proposal preparation and requirement for grant is sent for sanction	Proposal prepared	
	Competitive exam preparation	taken various quizes	
	Invertor/Generator for college campus	Could not arrange so fa	
2 July 20	Lockdown		
28 Nov,20 from 1 Dec. 20 New IQAC cell	IQAC Incharge Dr. S.K. Pandey Dr. Seema Manisha Nath		
Quality Improvement	Feedback Form Fillup		
	10 Questions from subject as test		

	evaluation		
	Group of 10 students		
	Minimation of subject practice		
	Google form preparation		
	Record Maintain		
	Doubts remove		
	Quiz Organize		
IQAC NEW TEAM	Dr. S.K. Pandey		
	Dr. Seema Nath		
	Dr. Kamalesh A.D.		
	Bharat Sir		
	Munna Shrivas		

File Description	Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1.6

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	2	1	3

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**

5.NBA or any other quality audit

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)
Any additional information	[View Document](#)
Annual reports of institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

Incremental improvements made during the preceding five years-

After first cycle of NAAC

NAAC has suggested to increase the areas as specializations. We are trying our best from many years to open M.Sc. course in Chemistry and Mathematics Govt is taking it positively it is likely to be opening next coming years. For English language Lab our college has applied for the permission and required funds.

As for as research center creation is carried out with one research center of Economics, which was working but due to sudden death of Prof. R. P. Saharia it's working get effected.

Two new research centers in History and Political Science are likely to be started soon after the recognisation of guides by Atal Bihari Vajpayee University, Bilaspur. Girls hostel is also available. Health care centre also available and exists in the college. Sports facilities increased during these years. Full indoor game facilities are provided to the students like Kabaddi, Badminton, Carom, Chess, Gymnasium in indoor stadium. Outdoor games like cricket, baseball, volley ball played as outdoor games in the ground available in college premises. State and University level games are organized in the college. Our campus is under the coverage CCTV cameras.

Youth Red Cross works for students health, some tests as blood group test, sickle cell anemia test that is common disease of Chhattisgarh area. Eye test and Sugar test is also done.

Library has been partially automated by software KOHA version UBUNTU-12-04 it is free online open source software. Library has valuable collection of more than 23,700 books of different subjects.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 4

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	0

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)
Any additional information	[View Document](#)

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
   1. **Safety and Security**
   2. **Counselling**
   3. **Common Room**

Response:

(a)   **Safety and Security:-** Our institution is very keen regarding the safety and security of the students especially girl students. The college has a discipline committee for monitoring the security of the students in the campus. We have installed CCTV cameras at the entrance gate, corridor and exit gate for ensuring the safety of the students as well as the staff members of the college. The college has a grievance and sexual harassment committee to take necessary actions if there is any problem reported by the student. The teaching faculty keeps a constant watch on the students and it any problem arises it is solved immediately. Girls are advised to wear the right clothes in the class rooms.We also tell them about women empowerment

(b)   **Counseling:-** The institute helps the students whether it is related to their education, career, behavior or any other problem. Formal and informal counseling is done in the college. We encourage our students to improve their overall personality by participating in various activities organised in the college. They are also given counseling in the academic field. We also motivate the students belonging to weaker section to come to the main stream of society.Thus counseling helps to shape a student's behavior and also instill discipline in them. Proper guidance helps them achieve their goals, well guided and counseled students

know what to do and how to do things in the best possible way.

(c)   **Common Room:** The institution has provided separate common rooms for girls.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 83.64

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 11196

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 13386

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document
Any additional information	View Document

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid Waste Management Steps:-

We try our best to keep the campus neat, clean and ecofriendly. Dustbins are kept at all corners of the college so that the waste material is thrown at a particular place. Everyday the sweeper cleans the campus and dumps the leaves and grass for decomposition in a compost pit. The solid waste is regularly collected by the Swachhata Mission of Nagar Nigam, Takhatpur. The garbage taken by them includes paper, cardboards etc. We tell our students that solid wastes also cause many diseases which results in air pollution, water pollution and soil pollution. Old newspapers and raw paper material are sold out. Hence, it is our aim to reduce and control the solid waste management in the college campus.

Liquid waste management:

The waste water is used in the garden. Liquid waste from the toilet is let out through a proper drainage system and it is seen that there is no water stagnant in a particular place. The college has its own water supply system. The water is collected in the overhead tank at a particular time& is seen that water is not wasted. All the taps are also checked from time to time and if there is leakage it is immediately repaired.

File Description	Document
Any additional information	[View Document](#)

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain Water Harvesting:-

Rainwater Harvesting is one of the most common methods to save water. The idea behind this is to save rain water and not to waste it. This method is very useful for saving water as we are going through water scarcity all over the country.

In our institute also we practice rainwater harvesting because it maintains the level of ground water. It also prevents water from logging here and there in the campus and soil erosion is reduced. The rainwater is collected which is used for the garden. We also encourage our students not to waste water and keep the habit of saving water. It is one of the simplest method of storing water. Thus rainwater harvesting is an economical way to save water and prevent rain water wastage.

File Description	Document
Any additional information	[View Document](#)

7.1.7 Green Practices
- **Students, staff using**
- a) **Bicycles**
- b) **Public Transport**
- c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The institute tries to follow some important green practices in the campus:

- Since most of the students come from rural areas they come on a bicycle which is also the most economical way and plays a vital role in keeping the campus free of pollution.
- Many of the students and staff members make use of public transport like bus and auto.
- The road within the campus is safe and pedestrian friendly for those who come walking.
- The institution is a plastic free campus. The staff and students are strictly told not to use plastic. Notices are displayed in the campus forbidding the use of plastic. During some functions they are motivated to use paper-disposables.
- Most of the office work is done through internet. Efforts are made to use minimum paper &instead use digital documents. We try to scan everything. Our office staff is encouraged to work paperless. A green campus is a place where environmental friendly practices and education combine to promote sustainable and ecofriendly practice in the campus.

We try to maintain an ecofriendly environment. Awareness is created among the students and staff of the institution by doing tree plantation from time to time.

File Description	Document
Any additional information	[View Document](#)

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.15

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.0609	0.0348	0.055	0.126	0.0145

File Description	Document
Green audit report	[View Document]()
Details of expenditure on green initiatives and waste management during the last five years	[View Document]()

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document]()
Any additional information	[View Document]()
link to photos and videos of facilities for Divyangjan	[View Document]()

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Report of the event	[View Document](#)

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	[View Document](#)
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about

national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<u>View Document</u>
Any additional information	<u>View Document</u>

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Any additional information	<u>View Document</u>
Provide link to Courses on Human Values and professional ethics on Institutional website	<u>View Document</u>

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: No

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 9

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	2	2	1

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Our country, work places and colleges increasingly consist of various cultural, social and ethnic groups. India is known for its festivities and cultural diversity. We encourage them to understand other cultures, accept and literate other people with their religion and appreciate one another. For culture unites people together in a society.

We follow the important dates. The college organizes national festivals, birth and death anniversary of the great Indian personalities with great enthusiasm. The flag hoisting on both the important dates is done by the Principal of the college in the presence of staff members and students. The Principal and some senior professors deliver speech on the related occasion.

- The NCC cadets are also present on Independence Day and Republic Day.
- On 26th November we celebrate Constitution Day and students participate in various activities.
- 150th birth anniversary of Mahatma Gandhi was celebrated in the institution. Many activities were organised in the college and students took active participation in it.
- On 21st June International Yoga Day is celebrated in the college. The faculty and students follow the instructions on Yoga given by the Sports Officer.
- On 21st October Shaheed Smriti Diwas was celebrated when we pay homage to the martyrs of the country and we specially remember one of our ex-student Santosh Pahare, who was shot by the naxalites in Bastar.
- On 31st October National Unity Day is celebrated.

Thus we inculcate in our students the spirit of patriotism and national integration through organizing such activities.

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institute organizes its different activities through different relevant committees formed by the Principal

of the college as follows:

1.   Financial matter:

     1. Cashbook/DFC Committee
     2. Purchase Committee
     3. Building Committee
     4. College Development Committee

2.   Academic:

1)   Admission Committee

2)   Discipline Committee

3)   Library Committee

4)   Examination Committee

5)   Students Union Committee

6)   IQAC Committee

3.   Administrative:

    1)   Discipline and Ragging Committee

    2)   Grievance Redressal and Women's Harassment Committee

    The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. The administration of the college adheres to absolute transparency in financial, administrative and other areas. Admission is an online process which is strictly on merit basis in accordance to the rules implemented by the university. Important notices are always displayed on the notice board for the students of the colleges. There is an anti-ragging committee in the college for the prevention of ragging. Staff council meetings are regularly conducted and all important policy matters are discussed in the meeting and implemented through the committee.

    For financial transparency the college has an internal audit where the professors check the cashbook regularly.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1) Use of ICT in Teaching Learning Process

Objectives: 1) Make learning active.

2) Mandatory class attendance for all the students.

3) Keep the passion of learning alive.

The context:- Since our college is situated in a rural area most of the students come from weak sections. Our aim is to give them the best education through best teaching methods.

The Practice:- In our institute we inculcate in our students the passion of learning. They are encouraged to think, write, compose and apply new knowledge actively. We accept students where they are and help them to go forward. Students are encouraged to participate in class group discussion, seminars, model and poster presentation, quiz etc. This interaction builds confidence among the students. Internal tests are compulsory and numbers are added in the annual exams.

ICT is highly useful for teachers as well as students.Most of the teachers use ICT for teaching. The different ICT tools used by teachers are computers, internet and smart classroom. Wi-Fi facility is there for the students and teachers. The college also organizes competitive exams for the outgoing students so that they are prepared to face exams like PSC, NET, SLET, BANK and others. Eminent speakers are invited to deliver lectures whether it is subject related or for personality development of the students.

Evidence of success: -

This can be seen with the result of the student's annual exams.The students are going for further studies, facing competitive exams and getting good placement.

Problems encountered and resources required: -

The institution being located in a rural area, most of the students come from weak sections, where farming is the main occupation. After classes they devote their time with their parents in agricultural works and we have to inspire them.

2) Implementation of Swachh Bharat Abhiyan:

Objectives:

1. Cleanliness gives rise to a good character by keeping body, mind and soul clean.
2. Maintaining cleanliness is an essential part of healthy living.
3. Cleanliness helps to improve our personality

The context:-We promote cleanliness in our college so that the students learn and develop social values in them and become responsible citizen of their society and particularly as a good citizen.

The practice:-The aim of the college is to encourage students of the institution to emphasize on social services. The NCC wing provides exposure to the cadets in wide range of activities with emphasis on social services. It develops the character comradeship and selfless service amongst the youth. Effective

learning is best in a clean campus. We nurture the minds of the youth through value based education. It is the mission of the college to keep the surroundings clean through active participation by staff and students.Events like poster competitions, essay writing, slogan competitions, speeches etc. on "Swachh Bharat Abhiyan" were organized in the college.

The staff members clean the campus with brooms on certain occasions and set an example for the students. The NCC students also actively participate in cleaning the campus, removing waste matters and throwing it in the dustbins.The Department of Sociology went to the nearby locality and made the villagers aware of hygiene and cleanliness. They were also told to discard the practice of open defecation as well as not to spit anywhere.

To sensitize the students to preserve the environment, tree plantation is done from time to time. The use of plastic is forbidden in the campus and students are advised to propagate this in their village and nearby surroundings.

Evidence of success:-

The college is continuously working for maintainingneat and clean campus. Garbage is not thrown here and there. Plastics are not seen anywhere. The students are aware of a hygienic and healthy life, because if a student is healthy, he will have a healthy mind and soul too.

Problems encountered and resources required: -

The main problem encountered is that students belong to weak sections. We have to continuously imbibe in them the values of hygiene and sanitation. Attention is to be paid in reforming their lifestyle.

File Description	Document
Any additional information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Value Based Education

Govt. J.M.P. College Takhatpur is the only college in the town to cater the educational needs of nearby students. Almost 11 acres of land has been donated by a reputed family of the institution to give shape to the overall personality of the youth and pay back something to society.

Our main aim is to provide value based education to our students, to develop their personality so

that they become mentally mature, constructive, disciplined individual of society with high values of national integrity, social commitment and secularism. We wish that the students of this college should be knowledgeable, polite, conscientious, physically and mentally healthy, practically efficient, self-motivated, morally strong, well-adjusted and well integrated, so that they can perform their role in best way and are acceptable members of society. We help the students to discover their career path that matches their interests and motivates them to become the best version of themselves. To prepare them for their future we teach them to gain knowledge and become independent.

The majority of the students come from rural background and belong to weak sections. Their main occupation is farming and they are engaged with their family in the fields. To promote learning among them we adopt different teaching methods. Students centric methods such as experimental learning, participative learning and problem solving methodologies are used for enhancing learning process. This method is advantageous for effective communication of the subject knowledge to the students. Many of the faculty members use ICT and power point presentations in the classroom. We provide e-material to the students for reference work.

The Department of Sociology took their students to slum area and the students propagated hygiene and sanitization among the people for Swachh Bharat Abhiyan. About 26 students were taken to Lagra, District Bilaspur where they were given training about Traffic Rules and inspired to spread Road Safety Awareness.

The students participate in various extra- curricular activities organized by the college like tree plantation, Swachh Bharat Abhiyan etc. as these activities aware the students to be a responsible citizen. Competitive exams are conducted for the outgoing students to prepare them for their entrance exams in various fields. Eminent speakers are also invited to lecture on different subjects.

The college is increasing its infrastructural facilities with the changing time. Our thrust is to get recognition as one of the best college of this rural area. It is the aim of the college to embolden the talent of the student and let them emerge as responsible citizens and for this we are providing quality education to our students. Thus we make them self-sufficient, self-reliant and well-equipped to cope with the present and future demands of the society and uplift the nation by uplifting the youth.

Imbibing the qualities of good conduct, self-confidence and high values would help students earn a significant place in society. Education without values is like a flower without fragrance. We try to shape their future by an overall personality development of the student.

File Description	Document
Any additional information	[View Document](#)

5. CONCLUSION

Additional Information :

The college has written proposals to the government for starting new courses like PG in English, Mathematics, Chemistry and also for English Language Laboratory. In the budget of Chhattisgarh Government 2020-21 proposal for starting post graduation in science faculty has also been stated.

Concluding Remarks :

The curriculum is properly implemented as provided by university. According to the time table, teaching learning process is followed and its documents are maintained through attendance register and daily diary. The feedback is also collected from all stakeholders in a format and after analysis; their suggestions are considered and then implemented.

The College has a planned system so that the teaching learning process goes on smoothly. Since all the faculties have the traditional syllabi, the method used is Teaching - Learning. Since a few years, some of the faculty members use latest technology available in the college like ICT, projectors, smart boards etc. Students are being evaluated through unit test, sessional test and internal examination.

For the promotion of research work, a Research Centre is established in the department of Political Science. We enhance the all round personalities of the students by NCC, NSS, Red Cross and Sports.

Fourteen new rooms have been started through the fund allotted by RUSA and classes are also being conducted in it. The institute also received sixty lakhs from RUSA which has been spent on science laboratories, computers, smart room and other essential items for the development of the college and to make the teaching-learning more innovative and interactive. The college library is subscribed with N-LIST so that the students as well as faculty members can easily access online learning resources.

The Sport Indoor Facility Centre has been completed through the fund allotted by UGC and indoor games are conducted successfully here. NCC, NSS and Red Cross activities are continuously conducted in the college and students are benefitting from it. A committee of Alumni is already constituted in our college but it is just registered on the date 12.11.2020 having its registration no.12220204634. The college continues its interaction with the ex-student and we get their co-operation in various fields.

Ultimately, we hope the second cycle inspection by peer team and their valuable suggestion will be beneficial for future improvement and development of the college.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.4.2	Average percentage of full time teachers with Ph.D. during the last five years 2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
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8	8	7	7	7 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
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8	8	7	7	7	 Remark : HEI input is edited as per given supporting document.
2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years 2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
3	1	0	0	0 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
0	0	0	0	0	
3.3.4	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.4.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
4	3	2	6	5 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15	

| 3 | 1 | 0 | 2 | 5 |

Remark : HEI inputis edited as per Given supporting Documents. HEI is not given the Functional Link of 9 articles.

3.4.2	Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years 3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>3</td><td>1</td><td>0</td><td>0</td><td>0</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>
4.1.3	Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc 4.1.3.1. Number of classrooms and seminar halls with ICT facilities Answer before DVV Verification : 4 Answer after DVV Verification: 2
5.1.3	Number of capability enhancement and development schemes – 1. For competitive examinations 2. Career counselling 3. Soft skill development 4. Remedial coaching 5. Language lab 6. Bridge courses 7. Yoga and meditation 8. Personal Counselling Answer before DVV Verification : C. Any 5 of the above

	Answer After DVV Verification: D. Any 4 of the above Remark : HEI input is edited as per given supporting documents.
5.2.2	Percentage of student progression to higher education (previous graduating batch) 5.2.2.1. Number of outgoing students progressing to higher education Answer before DVV Verification : 115 Answer after DVV Verification: 98
5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year 5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
25	26	35	32	22

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 112 Answer after DVV Verification : 137
2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
570	570	570	570	570

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
327	327	327	327	327

2.3	Number of outgoing / final year students year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

| 362 | 403 | 409 | 360 | 345 |

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
362	403	409	307	345

| 3.3 | Number of computers
Answer before DVV Verification : 25
Answer after DVV Verification : 22 |

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