



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>	
	<b>SHASKIYA MATAKARMA GIRLS COLLEGE MAHASAMUND</b>
• Name of the Head of the institution	<b>Dr. Sheel Bhadra Kumar</b>
• Designation	<b>Principal In charge</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>07723299128</b>
• Mobile No:	<b>9893442506</b>
• Registered e-mail	<b>govtmatakarmagirlscollege@gmail.com</b>
• Alternate e-mail	<b>iqacgmkgclg@gmail.com</b>
• Address	<b>SHASKIYA MATA KARMA GIRLS COLLEGE MAHASAMUND COLLECTORIATE ROAD, MACHEWAMAHASAMUND</b>
• City/Town	<b>Mahasamund</b>
• State/UT	<b>Chhattisgarh</b>
• Pin Code	<b>493445</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated college</b>
• Type of Institution	<b>Women</b>
• Location	<b>Rural</b>

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	PT. RAVISHANKAR SHUKLA UNIVERSITY RAIPUR				
• Name of the IQAC Coordinator	Mr Arvind Kumar Sahu				
• Phone No.	8889071764				
• Alternate phone No.					
• Mobile	8889071764				
• IQAC e-mail address	iqacgmkgclg@gmail.com				
• Alternate e-mail address	arvindsahu6383@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="http://www.gmkgclgmsmd.in/Reports.aspx?title=AQAR%20Reports">http://www.gmkgclgmsmd.in/Reports.aspx?title=AQAR%20Reports</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.gmkgclgmsmd.in/newsData/Report105.pdf">http://www.gmkgclgmsmd.in/newsData/Report105.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.83	2020	08/01/2020	07/01/2025
6.Date of Establishment of IQAC			25/11/2022		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Higher Education Department	Government	Chattisgarh Governmenter	2022-23	15555810
Non Govt (PD/AF)	PD/AF	Student Fees	2022-23	401893
Exam Department PRSU Raipur	Exam conduction	PRSU Raipur	2022-23	100000
JanBhagidari samiti	Janbhagidari samiti	student fees	2022-23	452117

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"><li>• Upload latest notification of formation of IQAC</li></ul>	<a href="#">View File</a>	
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"><li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li></ul>	Yes	
<ul style="list-style-type: none"><li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li></ul>	<a href="#">View File</a>	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"><li>• If yes, mention the amount</li></ul>		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"><li>• Establishment of incubation centre by Department of Microbiology for Economic Empowerment of Women with Minimum Investment through Mushroom Production under which students and volunteered are trained for various aspects of mushroom production.</li><li>• Organization of</li></ul>		

Foldscope Workshop for Teachers and Students of Aspirational Districts of Chhattisgarh, February 28, 2023 in association with Department of Science and Technology DST and BCIL. • NSS/YRC Continued To Work In Organising Awareness Program Among Youth And Society For Covid Vaccination, Environment Protection, Voters Awareness Campaign, Child Right Awareness. Participation of students in district Level YRC Camp Organised at Sanjaya Kanon Mahasamund. And National NSS camp (Ms Muskan Sahu and Kaveri Sahu) • Outstanding performance of students in sports and academics Ms Prerna Kapse Gold medalist MSc Microbiology PRSU Raipur. Ms Maheshwari Sahu volleyball Sakshi Agrawal Badminton Ms Poornima Sahu Ball Badminton. • Signing of MOU between college and NGO for social awareness and placement in social sector

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

Plan of Action	Achievements/Outcomes
To increase Gross Enrollment Ratio	By increasing number of courses offered at college and publicity of courses offered at college by local newspaper, online banner display to various public and social groups as a result the college enrolment has maintained at above 600 for 2022-23 also. The college got affiliation for new introduced courses M.Sc. Microbiology, MA Geography(III/IV sem), B.Sc Zoology, BA English Literature. BA Hindi literature(II Year) from PT RSU Raipur and affiliation for Master of Social work was under process
Career guidance and skill development	Incubation centre was established to deliver practical knowledge of mushroom production to students and women of nearby villages Awareness lectures were organised for career guidance, general awareness about public service exams and regular PSC Coaching classes were organised by career

	guidance cell.
To increase library services and knowledge resources	regular mentoring students for online resources, regular book issuing service is maintained at college library to help students of poor economic background. Nlist service was maintained throughout year and students are mentored to use online free resources for knowledge updates. Purchase of ...new books for academic session 22-23 under....category
To increase environmental\ health/ Cleanliness awareness/ gender sensitivity among students	regular plantation drives, and planting sapling on occasion of birthday and guest visit in college regular supply of sanitary pad in vending machine by YRC club to ensure hygiene and safety of girls at campus , organizing awareness program on women security, cyber security and human rights.
To increase College Infrastructure & sports facilities.	proposal for additional building grant, auditorium, girls hostel are sent to RUSA, Raipur. The proposal for boundary wall was sanctioned and completed during 2022-23 by PWD and dept of higher education CG. cricket sports kit was purchased
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
staff council	03/07/2023
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2022	27/12/2022

**15.Multidisciplinary / interdisciplinary**

Govt. Mata Karma Girls' College was established in 2005 and run by the Department of Higher Education, Govt. of Chhattisgarh. It is the only Girls' College in entire Mahasamund district. This College is well known for its signature study and discipline. The college is included under Section 2(f) and 12(B) by U.G.C. and it is affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.). The institution offers multidisciplinary studies in Science, Commerce and Arts streams. In 2020 post graduation in MSC Microbiology and MA Geography has also been started. In 2022 Masters of Social Work and M.Com was also sanctioned for the college.

**16.Academic bank of credits (ABC):**

The college is included under Section 2(f) and 12(B) by U.G.C. and it is affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.). The Academic Bank of Credit system has been introduced in July 2021 as lateral marks through Pt. Ravishankar Shukla University, Raipur (C.G.). introduced for affiliated colleges by ordinance notification S.N 1615/ACAD/INT. EVAL/2021 TO S.N 1627/ACAD/INT. EVAL/2021 and continued for future session.

**17.Skill development:**

The college has initiated following skill development program in academic session 22-23: The college initiated its own incubation centre for Economic Empowerment of Women with minimum investment for Mushroom Production under which five day Training Program for Mushroom Production was conducted from Date 12 to 16 December 2022 for of UG and PG students by Department of Microbiology. Resident women of Machewa village are also trained at Govt Mata Karma Girls College, Mahasamund for mushroom production during 22-23 Mushroom production training by volunteers in 7 villages Saradeih, Garhseoni Machewa in Mahasamund, and Kherjitti Village Berkelkala, Dhond, Harandadar, in Bagbahara Tehsil of Mahasamund District vocational training classes for grooming and baking were conducted from 1-9 Dec 2022

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The college ensures appropriate integration of Indian knowledge system by teaching the core subjects in bilingual mode

(hindi&english) to help students from rural and hindi background to learn. In addition students are motivated to learn key terms and definition in english also so that they can understand and compete with others and dont feel inferior. college has initiated to enrol students for free online NPTEL/SWAYAM courses to enrich and expertise their field	
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>	
<p>Program Outcomes of all the programs are identified at the university Level. The course outcomes help the stakeholders (faculty) to manage the resources effectively to the maximum extent. This creates path to improve the result and overall performance of student continuously. The attainment of course outcomes are measured by asking spontaneous questions in the next lecture and conducting class test after the completion of each unit. The faculty also assigns students home assignments and presentations (in accordance with course outcome) to provide an opportunity to achieve the goal. Invited lecture and field trips provides a deeper insight of practical outcome of different program. Regular orientation and encouragement has increased the gross enrolment of outgoing students in higher education in last few years. The university result measures the final attainment of CO, PSO and PO by the students</p>	
<b>20.Distance education/online education:</b>	
<p>Sixty students and teachers were motivated to enroll for free NPTELCourses july-dec 2022 courses Ecology and Environment (noc21-ge16),Introduction to Biostatistics (noc21-bt32),Experimental Biotechnology (noc21-bt36)noc22-bt49 bioreactornoc22-bt60 experimental biotechnologynoc22-bt40 immunologynoc22-hs77 Developing Soft Skills and Personality etc in session 2022-23. and online swayam courses to enrich their knowledge details attched in criteria 1 JULY-DEC 2022 noc22-bt60 Experimental Biotechnology noc22-bt40 Immunology noc22-bt49 Bioreactors noc22-bt60 Experimental Biotechnology noc22-cy54 Spectroscopic Techniques for Pharmaceutical and Biopharmaceutical Industries noc22-cs114 Introduction to Computer and Network Performance Analysis using Queuing Systems noc22-bt39 Introduction to Developmental Biology noc22-ge20 Ecology and Environment noc22-hs125 Ecology and Society noc22-hs77 Developing Soft Skills and Personality noc22-hs79 Introduction To Literary Theory</p>	
<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1	6

Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	660
Number of students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.2	383
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	174
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	17
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	19
Number of Sanctioned posts during the year	



File Description	Documents
Data Template	No File Uploaded

**4.Institution**

4.1	12
Total number of Classrooms and Seminar halls	
4.2	19.40804
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	3
Total number of computers on campus for academic purposes	

**Part B****CURRICULAR ASPECTS****1.1 - Curricular Planning and Implementation**

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

The institution follows the syllabus as approved by the affiliating university Pt Ravishankar University, Raipur. The College ensures its effective implementation through advance teaching plan and internal evaluation program. Beside these traditional evaluation patterns, students have also given individual and group assignments and seminar and oral presentation tasks to enhance individual and collaborative learning and presentation skill. As per the directions of the principal all the faculty members have also prepared and downloaded course material and modules for the topics on which there is available matter is insufficient. The principal assess the quality of teaching through a vigilant inspection of class during lectures and verification of attendance and daily diary monthly and regulator interaction with students. The college also regularly organizes guest lecture for enhancement of knowledge. The IQAC committee monitors and evaluates teaching learning process through academic audit. All the checked answer books of internal exams are shown to students and were preserved and documented

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college prepares its own academic schedule in compliance with the academic calendar of CG higher education department. The evaluation system is fixed in advance and communicated to the students at the beginning of the session. The college administration is very much concerned about the attendance a minimum of 75% attendance in all subjects is compulsory for appearing in final exams. All the checked answer books of internal exams are shown to students and were preserved and documented. Remedial measures are taken for students showing poor performance in internal exams by arranging extra class. The internal examination time schedule as per academic calendar for the session was as follows:

1st unit test- class test- dept level

2nd unit test- class test- dept level

1st term test 7-12 dec 2022 college level

3rd unit test- MCQ based- Dept level

half yearly test 11-13 jan 2023 college level

4th unit test- Dept level

prefinal test 1- feb-10 feb 2023 college level

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

### 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating

A. All of the above

University and/are represented on the following academic bodies during the year.  
 Academic council/BoS of Affiliating University  
 Setting of question papers for UG/PG programs  
 Design and Development of Curriculum for Add on/ certificate/ Diploma Courses  
 Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

3

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

66

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

66

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

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

At present college do not run any special courses that address issues like GenderEquity, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum. The curriculum designed by the university Pt. R.S.U, Raipur for core courses include some of the aspects (Table 1.3.1a). In addition to that course structure of all three streams has Environmental studies and Human Rights in the first year of UG level (B.A., B.Com. and B.Sc.) as compulsory paper. Along with that a number of intracollegeactivities are arranged involving the students under NSS and YRC to address such issues

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

243

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

### 1.3.3 - Number of students undertaking project work/field work/ internships

Nil

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

840

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

623

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Institute organize internal exam according to academic calendar 22-23. Through exam we identify advance and slow learner student ..

The following steps were taken for Advance learner

1. Our faculty and Library provide reference books and e books for more understanding.
2. Faculty share notes and online video lecture to students.
3. Advance students are motivated to enrol for free swayam online courses for better understanding.

The following steps are taken for Slow learners

1. The slow learners were mentored through counselling and short notes and write up are provided for exam preparations.
2. Previous year question papers were given for assignment so that student can perform better.
3. Group discussion and hindi u tube lectures of good quality were shared so that they can grasp the topic even after class
4. slow learners are encourage to attend classes regularly and students were informed their shortcomings personally to boost their self esteem

Beside these all students are encouraged to ask questions and discuss their performance after class

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

**2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)**

Number of Students	Number of Teachers
660	14

File Description	Documents
Any additional information	No File Uploaded

**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

The learning is made more student centric by the use of both languages (English & Hindi) during teaching as the students are more from Hindi medium background. However students are encouraged to write key terminologies and definition in English.

The learning is again made student centric by teaching them with help of teaching aids, charts

demonstration and performing practicals relevant to the topic in the same pace of time.

Students are allocated in groups to perform certain field practical, social survey and preparation of models. Students of finals year were taken to study tour relevant to their subjects. It has been regular practice to invite guest speakers/ e lecture through respective department and IQAC Cell. College organises many activities and program such as seminars/ Quiz competition, Cultural/ Sports/ NCC/ NSS activities to develop participatory learning of students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words



The college administration persistently encourages faculty for adopting Innovation and creativity in teaching and learning methods. The college campus has well equipped Wi-Fi facility which is free for use for both students and faculty

online classes and e classes were conducted by the teachers for effective curriculum delivery

whatsapp group for each class is created to share relevant notification and information for student in timely manner

For enhancing the learning experience of the students the teacher also make use of teaching like computers and projectors

Library - by library faculty students are added Nlist and college is registered LC unit of SWAYAM from 2021

The faculty creates a number of online google forms to collect feedback and organise online quizzes

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

14

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

### 2.4 - Teacher Profile and Quality

**2.4.1 - Number of full time teachers against sanctioned posts during the year****14**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****06**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

**2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)****2.4.3.1 - Total experience of full-time teachers****17**

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Write description within 200 words.

.The college follows the academic calendar in accordance with academic calendar of Department Of Higher Education Government Of Chhattisgarh college.the dates of internal exam and the syllabus are informed to the student well in advance through whatsapp messages and official notification and notice board display. messages are sent in class group as well In terms of frequency and variety the internal assessment is done regularly as unit test quarterly test half yearly and pre final exam for all the classes. . Internal Assessment marks with attendance are made available to the every student during teacher guardian-student meetings (monthly once). If a student finds discrepancy in marks or attendance, he/ she can approach the concerned teachers. For theory papers, quiz, power point presentations and assignments are given for continuous assessment. CIE marks carries 105 weightage in final exam marks from 2021 in each subject were awarded on the basis of attendance

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The mechanisms for redressal of grievances with reference to evaluation process at the college are as follows:

Students having grievances with the internal evaluation process can directly approach the concerned faculty member, who in turn will discuss the performance of the student.

Students may convey their grievances to the HOD or the Head of the Institution as well if not satisfied in written application format.

A committee of senior faculty members in examination cell will arrange meeting under Principal directions to deal with the grievance cases of absence in internal evaluation due to medical illness / participation at NSS /sports event of state /national level for alternate marks as per student performance in previous tests

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college makes the teacher and student aware at about programme and course outcome.

The college has clearly specified and displayed the syllabus and learning outcome of all programs and course on college notice board hard copy of syllabus are send to student What Sapp group of students. The college organize orientation program at the start of the session which provides a brief outline of program outcome in various UG and PG program

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.gmkgclgmsmd.in/newsData/Report134.pdf">http://www.gmkgclgmsmd.in/newsData/Report134.pdf</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Program Outcomes of all the programs are identified at the university Level. The course outcomes help the stakeholders (faculty) to manage the resources effectively to the maximum extent. This creates path to improve the result and overall performance of student continuously. The attainment of course outcomes are measured by asking spontaneous questions in the next lecture and conducting class test after the completion of each unit. The faculty also assigns students home assignments and presentations (in accordance with course outcome) to provide an opportunity to achieve the goal.

The attainment of program outcome and courses outcome are continuous continuously evaluated by the institution through class unit's seminars assignments free final exams NSS and YRC activities

The subject teachers continuously monitor the student activity and make them aware about the course and program outcome time to time teachers make every effort to clear their doubts and problems with sincerely

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://www.gmkgclgmsmd.in/newsData/Report134.pdf">http://www.gmkgclgmsmd.in/newsData/Report134.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

172

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://www.gmkgclgmsmd.in/newsData/Report135.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

##### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NA</a>

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

01

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

5

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college administration and faculty motivates their all the student for active participation in extension activities in the neighbourhood community (machewa village ) and city (Mahasamund). The significant work done under NSS and YRC are as follows:

- Participation in annual plantation program at college and district level.
- Free health checkups were organised blood testing organised at campus for student in

- .poshan aahar and hand cleaning campaign under YRC and NSS at Primary school Machewa.
- vidhik saksharta karykarm: for women and child safety
- SWEEP campaign: to aware rural people for effective voting/voting rights by skit, slogan writing completion, Awarness campaign for importance of voting by skit presentation, Dance, Rallies under sveep plan
- organising lecture for rural people for their legal rights and how to approach law benefits in case of emergency under NSS camp
- Organizing Cleanliness campagin in village and college campus.
- organising expert lecture for management of agriculture wastes by composting and govt subsidy provision for such activity for villagers.
- Awareness campaign for Blood donation , AIDS, and Cancer Awarness , etc.
- Participation in YRC district level training for first aid and disaster management at sanjay kanann Mahasamund

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

02

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS



awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

35

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

9

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

6

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

06

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

#### Physical facilities

The institution has adequate facilities for teaching-learning. i.e., classrooms, laboratories,

computing equipment, etc.

Starting from a small government campus in 2005, the college now has its own building. The college campus is covered with greenery all around. which creates a pleasant natural environment. The institution has teaching-learning facilities, which are as follows:

The college has 13 classrooms with proper seating arrangement, lighting and green chalkboard.

Although the number of students is increasing every year, hence there is a need for further expansion.

The college has 6well equipped laboratories in geography , microbiology, chemistry, zoology, botany, commerce.

There are 1 ICT enabled classroom, where students are taught using modern technology.

Free internet facility was also provided to all.

The college has a well-equipped library containing 5108 books and 25 old journals .Subscription of N-List we provide our student and staff more than 6000 e- journals and 600000 e- books through NDL ,199500 e- books through N-list.

Modernization of the library is one of the top priorities of the college. Many books have been donated by alumni and other faculty/retired person on various subjects

Conferences and workshops and various cultural activities are organized throughout the session.

Table college website (link)

<http://gmkgclgmsmd.in/>

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college recognizes the importance of sports and games. The

institute has adequate infrastructure in terms of space and facilities

Fully developed sports ground and auditorium is presently unavailable for the college however a proposal for construction of Auditorium and development of sports ground was collected from PWD department and sent for approval to higher education department. Cultural activities like singing dance skit debates are conducted in open court yard in building premises covered with acrylic sheet from top (364.42m<sup>2</sup>). Similarly the same courtyard is used for badminton throwball, bollyball kabbadi practice. Rangoli, Alpana, poster exhibitions are conducted in 300m wide varandah available in college premises .Indoor games like carrom, table tennis are conducted in sports room, while the atheletics are conducted on open ground available on front side.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

01

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

01

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

**4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)****4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****164.48**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

**Library as a Learning Resource** 4.2.1 Library is automated using Integrated Library Management System (ILMS) Response: Majority of our students are from rural and low economic background thus the college library plays a central role in providing books for learning. 85% of our students regularly use book issuing and reading room facility. The average usage of library varies from visitors 09 per day. A time table was designed to facilitate smooth issuing of books for every class in a week. The records of issued and returned books are manually maintained in issuing register. In the beginning of session the library management committee invites list of books and journals from each department which are then passed for purchasing as per grant received under various heads like BPL/SC/ST/ reference and magazine. The college committee has passed proposal for library automation and e-journal and books accession facilities to enrich existing library infrastructure. R.S. Solution library Management software was purchased from Ravi Solutions, Raipur which include book entry module, book issue return module, library member register module, book searching module stock verification system, pending book register module, defaulter student list, subject wise book report, author publisher wise book report facility. N-List membership was subscribed in March 2022.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**0.287**

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

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

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

**09**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution frequently updates its IT facilities including Wi-Fi  
**Response:** The college has 3 computers with printer, scanner, external hard disc Pen drives and Bluetooth device to fulfill our needs. Wifi facility has been installed in july 2016 by Chattisgarh Infotech Promotion Socitey CHIPS which includes 5 wireless AP 8 port AccessL2POE switch UPS, 24 Port Cat6 Jack Panel and Cable manager and Accessories. which covers first floor and ground floor area. A WLL Broadband connection Go Green Plan FTTH\_ONT\_Type A with Phone Number 07723-99128 was allotted from BSNL in which Bharat 750 GB monthly plan is used under NMEICT to provide Internet Connection. Service engineer on call are available if network/wifi is not working. The college is committed to upgrade its IT infrastructure and associated facilities like new hardware and software for office, library. The college has a plan to open an e-library.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

03

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

0.193

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

Yes, there is a established system and procedure for maintaining and utilizing physical, academic and support facilities at college. The instructions are clearly marked on wall of laboratory, labs and sports room. All the instructions are compiled in form of rule book for students and kept in library and website for reference. Few of them are listed below:

**Maintaince of College Building:** A Building construction and maintenance Committee has been constituted in the college under the supervision of the Principal to look after the maintenance of buildings and other infrastructure facilities. Being a government college, the maintenance of infrastructure and electric fitting is done by the CG Public Works Department (PWD). The maintenance and new construction proposals are forwarded to the PWD for the preparation of detailed estimate.



File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

406

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

02

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**B. 3 of the above**

File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**34**

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

**34**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student**

**A. All of the above**

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

02

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

32

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 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) during the year

01

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

03

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

Student Union is formed and functional in the college as per the order by Chhattisgarh Government Department of Higher Education. Representatives of students union are elected on the basis of marks of annual examination. Student's representatives are members of various committees of college i.e. Discipline Committee, Cleanliness Committee, Amalgamate fund Committee, SVEEP Campus Ambassador, Youth Red Cross, NSS etc. and actively participate in decision making of various committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

31

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

College has Alumni association. The Alumni members meet once in a year in campus. Agenda for development of college by various

voluntary activities are discussed. The Alumni members contribute as part time lecturer (voluntarily) for the subjects in which regular teaching staff positions are vacant. The registration fees collected at the admission time helped us to create a fund for alumni activities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

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

#### 1- Vision Statement

The vision of the college is to be a pre-eminent center of excellence, and imparting knowledge. Empower girls through quality education and meaningful learning process.

#### 2- Mission Statement

To provide sufficient opportunity for women in higher education

To assure all round development of our students

To assure all round development of our students

To provide social awareness among girls

To make them understand the actual meaning of life

To build a bridge between the rural-urban communities of students

Core Values of the Institution To educate and empower girls of rural background to make them self reliant. To develop qualities of social, moral and creativity in student. To make student good and a responsible citizen

#### Nature of Governance

The institution follows a democratic and participative mode of governance with all stake holders participating actively in its administration. The head of the institution, the principal along with head of departments conveys various committees and cells along with the staff representatives on decision making. Various bodies play important role in determining the policies of college and implement the same.

File Description	Documents
Paste link for additional information	<a href="http://www.gmkgclgmsmd.in/index.aspx#">http://www.gmkgclgmsmd.in/index.aspx#</a>
Upload any additional information	No File Uploaded

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

The governance of the institution is reflective of an effective leadership in tune with the vision of the institution. The Principal involves all the teachers in the academic and administrative duties activities of the college. All the permanent faculty are members of the Staff council and IQAC and various other committees. All the members actively participate in the staff council meetings and suggest measure for teaching and learning which plays key role in policy making of our college. The recommendations are then passed on to the Principal for final decision and implementation.

The college promotes a culture of participative management by constituting various committees which also includes student representatives. These committees work independently, take decisions and are responsible for effective implementation throughout the year Govt Mata Karma Girls College has an active involvement of each and every staff member in smooth conduction of overall academic and administrative responsibilities. The College administration has formed number of committees which include permanent staff, Guest faculties, office staff and students depend on the nature of

committees. Staff council/ IQAC/NAAC /Grievance Readdressal/Internal Compliance and Planning and Implementation committee/ are responsible for monitoring of academic and administrative responsibilities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has a perspective plan for development for the coming years. The institution takes effort in finding the key performance indicators for performance assessment and development. It addresses the issues from the stakeholder's view and takes steps to satisfy their requirements.

- Teaching-learning

Development of more smart class rooms with modern facilities

Encouraging and implementing the ICT based teaching-learning processes in a better way

- Strengthen industry-institute interaction

Invite industry experts as well as Alumni for motivating students and imparting real-life knowledge

Strengthen campus placement and training/internship facility by making more industry connections

Community engagement Plan:

Take-up community service

Tie-ups with voluntary organizations, NGOs etc

To improve student support system and employability factor

Being well connected with students through a mentor-mentee system, where apart from faculties the Alumni role will be significantly



utilized

Looking after and providing academic support, looking after non-academic issues for holistic development of the students.

Conduct more employability enhancement programmes throughout the year for better job conversion ratio, where also Alumni participation will be sought for in a significant way.

Regular awareness programs for entrepreneurship and start-up as career objectives.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

1 Governing bodies - 1 Staff Council - The institution has a staff council consisting of teaching and non-teaching staff. led by the Principal. 2 Administrative setup - The Principal is the administrative head of the institution. He has his team of departmental heads, the IQAC coordinator, teachers-council, clerical staff to assist him in discharge of his duties. 3 The functional bodies - The finance committees, building committees, take decisions regarding finance, building construction, renovations and maintenance to the college infrastructure. There is also the teachers council and the association of non-teaching staff in the college. 4 Service rules, procedures recruitment and promotion policies - The rules and regulations and criteria prescribed by the UGC and MHRD and State Government apply regarding service rules, procedures, recruitment and promotion policies. 5 Grievance Redressal mechanisms - There are many Grievance Redressal mechanisms including the anti sexual harassment cell, the anti-ragging cell, grievance redressal cell with complaint box prominently placed and right to information is fully implemented.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

## 6.3 - Faculty Empowerment Strategies

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

the College is Government institution, only government welfare schemes are applicable for the teaching and non-teaching staff of the institution. The State Government has framed many acts/rules & regulation for effective welfare measures for their employees and these rules are amended/updated time to time. All the employees of state Government are covered under Chhattisgarh Civil Services rules. The rules which govern welfare measures include: Civil Service Conduct rules, Anukampa Niyukti, Chhattisgarh Pay Revision Rules, Rules for Various Allowances, Chhattisgarh Civil Service Medical Reimbursement Rule, Travelling Allowances, Family Benefit Rules Chhattisgarh Civil Service (Leave) Rule 2010, Chhattisgarh Civil Service (Promotion) Rule 2003, Chhattisgarh State (Retirement) Act 2012,

Chhattisgarh State (Pension) Rules and Contributor Pension scheme (CPS) for employees appointed after 2004 .

Pension and Family Pension schemes are there for the employees appointed before 2004 and Contributory Pension Scheme (CPS) are given for employees appointed after 2004. Anukampa Niyukti is given to a member of the family of an employee who dies in harness as per CG State Government Rules. Salary advances are given to the needy staff. Free uniforms / allowance are provided for Class IV employees. Other effective Welfare measures: Child Care leaves (730 days) under special condition as per CG State Government Rules, Allotment of Government Quarter on request and availability, and Gratuity (only for employee appointed before 2004).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

##### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

05

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

1. The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS).
2. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weight age for these contributions in their overall assessment. All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents. A few strategies are observed in appraisal of non-teaching staff performance. This includes contributions of individuals, knowledge of subject matter, awareness, productivity, quality, willingness to learn, diligence and others. Besides this, the behavioral aspects like punctuality, group-behavior, acceptability etc. are also assessed. A prescribed format which includes all the above set related to points and sub points are filled up by the non-teaching staff and sent to the departmental head by the Principal every year with his notes and recommendations

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institutional Internal audit is regularly conducted by the a faculty member appointed for this purpose. He regularly checks all financial transactions made by the institution. The head of the institution and the head clerk supervise all these financial activities minutely. External audit is occasionally conducted by the departmental audit cell and accounts General of Chhattisgarh government. Their doubts, objections and clarifications are removed within time limit.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

##### 6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

5,19000

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Principal is vested with financial powers. He is the chief custodian of all resources of the college including finances and works out plans for utilization of college funds in consultation with the staff council for effective and efficient use of available financial resources, the college adopts the following mechanism.

Laboratory equipment, computers and books, etc are purchased under the control of respective purchase committees constituted for the purpose.

All developmental activities of the college are carried out under the supervision of committees that include representatives from teaching, nonteaching staff and students.

Being a government institution, it has to depend on the department for financial needs. On occasions, the department releases grants for infrastructure, laboratory, and library and for other purposes. The PWD of District is assigned to get financial aid for infrastructure development works. For library, grant is given by the

department which is used under supervision of purchase committee. Some development work is done with the fund of Janbhagidari which is not sufficient. The institution sends its different financial requirements to the department. When it is approved, the institution gets grants. The institution optimally utilizes financial resources.

To ensure proper and optimum use of the resources a strict budgetary control on expenditure is exercised as per the provision of the act. The internal and external audits are also carried out regularly and audit objection are taken care of.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 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

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

Internal Quality assessment cell has contributed significantly for institutionalizing the Quality assurance by constantly revising the teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. The IQAC has developed an online Performa of student's feedback to gather information from students about their study, objectives, relevance, learning outcomes, teaching methodologies and so on. The institution has been recording students feedback online for some years as a Quality indicator as to make teaching Qualitative. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. Students and staff give their

1. feedback and suggestions on teaching and administrative performance through the Suggestion Box, or through email to the Coordinator, IQAC at iqac@gmkgc.ac.in.

The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels.

The Institute IQAC prepares, evaluates and recommends the following



for approval by the relevant Institute and Govt. statutory authorities:

1. Annual Quality Assurance Report (AQAR)
2. Self-Study Reports of various accreditation bodies
3. Performance Based Appraisal System
4. Stakeholder's feedback
5. Process Performance & Conformity
6. Action Taken Reports
7. New Programmes as per National Missions and Govt. Policies

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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 and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various co curricular activities, discipline and culture of the Institute. All students are also given a guided tour of the campus and the various facilities.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

Introduction of Daily Home Assignments

Automation of Admission Processes - Provision for online fee payment

Automation of Examination Processes



**Curriculum Development Workshops in many subjects****Green initiatives in Campus****MoUs with prestigious Institutes, Universities, Govt. agencies**

The IQAC the institution supervises the academic activities. It reviews teaching learning process, structures, methodologies and learning outcomes at periodic intervals. In the beginning of the session, the strategy and programs of teaching is discussed. Progress of teaching is supervised. Syllabus is divided units which are completed before scheduled time. College level exams like unit tests, monthly tests, tri-monthly tests and pre-annual exams are conducted on schedule. Answer books are properly valued and result is declared.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

**INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution makes consistent efforts to promote women's education. Institution organized several programs, seminars on gender equity and sensitization. Women sexual harassment redressal cell of the college is always active in the campus and regularly interact with girl students and women staff members for awareness and grievance redressal. As per UGC guideline Anti Ragging committees formed to make sure that there are no instances of ragging anywhere in campus. Common room facilities available for the girls student. In the common room sanitary pad vending machines are also installed. and

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">Girls common room available in campus and committee against sexual harassment working in college</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**Solid waste management**

Government and Jan- bhagidari appointed sweepers are engaged with cleaning and sweeping work regularly. Separate bins are used for segregating biodegradable and non-biodegradable waste. Biodegradable material from Garden and dustbin are used to form compost. Non Biodegradable waste like fused bulb, tube light etc collected in separate bins and disposed to municipality collection. Plastic is banned in college campus.

#### Liquid waste management

Rain water flowing from the rooftop of the building is directly sent to the water harvesting system through Richarge pipes; other liquid waste from toilet water coolers and purifiers are subjected to the appropriate drainage system.

#### E-waste Management

E- waste such as used CD, LED bulbs ,electronic equipment, computer parts etc are collected separately and disposed to Municipal collection.

#### Hazardous chemicals and radioactive waste management

Hazardous chemicals like Hg, Pb, Sn, inorganic acids like sulfuric acid, nitric acid are recommended not to throw directly in the drain but collected in separate bottles for proper disposal. Microbial cultures discarded only after proper sterilization.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include****7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution****7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment**

C. Any 2 of the above

with ramps/lifts for easy access to classrooms.  
 Disabled-friendly washrooms Signage  
 including tactile path, lights, display boards  
 and signposts Assistive technology and  
 facilities for persons with disabilities  
 (Divyangjan) accessible website, screen-  
 reading software, mechanized equipment 5.  
 Provision for enquiry and information :  
 Human assistance, reader, scribe, soft copies of  
 reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our college organizes various activities, programs and seminar to promote tolerance harmony towards cultural linguistic, regional ,communal, socio economic and other diversities .Department of Hindi celebrate Hindi diwas. To pay respect to this event and bring awareness among students about the official languages department of Hindi celebrated this auspicious event by conducting quiz competitions for the students..

The students of Govt. Mata karma girls college Mahasamund, participated in the state level dance competition on occasion of yuva mahotsav Organized by Pt. Ravishankar Shukla University.

National Unity day (also known as Rashtriya Ekta Diwas) is celebrated every year on 31st of October by the people all through India. It is celebrated to commemorate the birth anniversary of Sardar Vallabhbhai Patel who really unified the country. Sardar Vallabhbhai Patel, on his birth anniversary by remembering his extraordinary works for the country.To commemorate this day we conducted costume competition in which students wore different

costumes of different regions of India bringing unity at one place, students were also asked to create their own food stall and " the Special chhattisgarhi vyanjan " like fara khurmi, dedari, arasa etc.

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File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Every year on 26th November we celebrate samvidhan Divas. An oath is taken by all faculty and students to work in accordance with the constitution. On 9th December we celebrate International Anti-corruption Day to raise awareness about corruption and the role of the convention in preventing it. On 10th December we celebrated World Human Rights Day. Seminar organised for raising legal awareness in girl students. As well as on 25th January we celebrate National voters day. On this occasion NSS volunteers of the college go door to door to spread awareness about voting under the SWEEP mission.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. Annual awareness programmes on Code of Conduct are organized

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The college organizes Independence Day ,Republic Day and Samvidhan Divas to display our gratitude and to celebrate the milestone of history. On 26th November every year we celebrate samvidhan Divas and take oath of the day for unity and national integrity. On 31st October we celebrate National Unity day . On this day girl students give the message of unity in diversity by wearing costumes of different states.In the memory of Dr. Sarvepalli Radhakrishnan students organize Teachers Day on 5th September.On 21st june Yoga day is celebrated every year. On this day in the morning students do yoga at home and the staff in the college campus .College also celebrates Hindi Divas, Gandhi Jayanti ,National Voters day. NSS volunteers actively take part in "Swachh Bharat Abhiyan" and cleans the college campus and village .On 28th February we celebrate science day in the memory of Sir C.V.Raman.State level foldscope workshop for students and teachers of aspirational districts was organised by the college.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**1. TITLE OF THE BEST PRACTICE : CYCLING****Objective of the Practice**

The main objective of cycling for students is to stay fit both physically and mentally so they could do better academically. Bicycle is a cheap form of transportation great for student budget. Cycling is the most environmentally sustainable option. Cycling reduces environmental pollution and global emission as a method of Sustainable transport. It's good for all fitness levels of students to boost brain power and help do better Academically.

**2. TITLE OF THE BEST PRACTICE : DAILY MORNING ASSEMBLY PRAYER****Objective of the practice**

One of the greatest objective of this practice is creating a pious atmosphere that helps instill certain values such as humanity and discipline in the students. Prayer is a good source of passing the morals and values to the students. Praying helps relax the body, mind and soul and can therefore help in taking well thought out decisions. It helps to diminish Ego and promote qualities of humanity, empathy and compassion. When students adopt the routine of praying they gradually learn to find a better sense of self.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.3 - Institutional Distinctiveness**

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Women empowerment is a multilevel development concept. Women empowerment means all round development of women in socio and economical development of well being especially in education and income level. Women have the prime responsibility for domestic duties food production and nursing for old and young ones in rural area. Mushroom cultivation can be a women friendly profession in



which rural farm women can play a pivotal role without sacrificing their household responsibilities . The Department of Microbiology of GMKgirls college established an incubation center for Mushroom production for the girl students as well as for the housewives of macheva village for the economic empowerment of women with minimum investment.

#### OBJECTIVES OF THIS INCUBATION CENTRE

- Stage 1: setting up facility for mushroom production.
- Stage 2: Imparting training to college students for mushroom production.
- Stage 3: extension activities training rural women for mushroom production.
- Stage 4: Generation of fund by selling of mushroom produced at GMKGC centre to Machewa/ Mahasamund residents

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 7.3.2 - Plan of action for the next academic year

##### Plan of action for next year

(a) To facilitate the implementation of new education policy NEP-2020 in the college and initiate PG studies in Commerce (M.Com) AND MSW Master of Social Work.

(b) To take initiative for skill development among students through implementation of different certificate courses of SWAYAM and training with the collaboration of other such institutions.

(c) Automation of library and office to satisfy student needs in the changed scenario.

(d) To organise programs on career guidance and Placement, legal awareness, voter awareness, health hygiene and women safety.

(e) To generate funds and procuring budget for infrastructure

development under IDP, PM USHA and FIST scheme.

(f) To encourage students and teachers for participation in academic exchange programs and research within and between Institutions.

(g) Field visits, project works as per syllabus and student participation in the seminar /workshop, group discussion etc activities are to be increased and regarded.

(h) To increase number of add on courses in each department.

(j) To submit proposal to Janbhagidari & Local MP for monetary support for books & computers.

(k) Planning to organise National Level workshops and Seminar through Govt/Public Support.

(l) Submission of Research proposal & formalities for Research development centre for PG dept.

(m) Rigorous preparation for second cycle of NAAC.

(n) To implement of MOU between various dept and other institutes of Chhattisgarh for faculty exchange, placement and skill development.