



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SHASKIYA MATAKARMA GIRLS COLLEGE MAHASAMUND
• Name of the Head of the institution	DR. RAMESH KUMAR DEWANGAN
• Designation	PRINCIPAL (IN-CHARGE)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07723299128
• Mobile No:	9926158044
• Registered e-mail	govtmatakarmagirlscollege@gmail.com
• Alternate e-mail	swetlana.micro81@gmail.com
• Address	SHASKIYA MATAKARMA GIRLS COLLEGE MAHASAMUND COLLECTORIATE ROAD, MACHEWA- MAHASAMUND
• City/Town	MAHASAMUND
• State/UT	CHHATTISGARH
• Pin Code	493445

2. Institutional status					
• Type of Institution		Women			
• Location		Rural			
• Financial Status		UGC 2f and 12 (B)			
• Name of the Affiliating University		PT. RAVISHANKAR SHUKLA UNIVERSITY RAIPUR			
• Name of the IQAC Coordinator		DR. SHEELBHADRA KUMAR			
• Phone No.		07723299128			
• Alternate phone No.		9893442506			
• Mobile		9926158044			
• IQAC e-mail address		sheelbhadra24@yahoo.co.in			
• Alternate e-mail address		govtmatakarmagirlscollege@gmail.com			
3. Website address (Web link of the AQAR (Previous Academic Year))		http://www.gmkgclgmsmd.in/Reports.aspx?title=AQAR			
4. Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:					
5. Accreditation Details					
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			17/10/2019		
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 Dept.	Govt.	Chhattisgarh Govt.	2020-21	11187969
Non Govt. (PD/AF)	PD/AF	Student Fees	2020-21	234969
Exam Dept. PRSU Raipur	Exam Conduction	PRSU Raipur	2020-21	132160
Janbhagidari Samiti	Janbhagidari Samiti	Student Fees	2020-21	250448

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	No File Uploaded
9. No. of IQAC meetings held during the year	Four
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
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"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1. College initiated and succeed in planning & organisation of more than 8 National webinar, online quiz, online feedback collection & analysis alumni meet with staff collaboration & zero investment for advertisement or preparation of google forms & google meet.	
2. Three MOU were signed to overcome scarcity of staff during COVID pandemic for online classes.	
3. Increasing Awareness for covid & child right awareness to rural areas with NSS & YRC volunteers, Under UNICEF Blue brigade. Organizing online activities to promote environment consciousness, gender sensitivity sports & cultural activity in COVID time.	

4. Mentoring other Govt. College of Mahasamund District for SSR preparation for NAAC Accreditation

5. Ensuring Cleanliness & Hygiene for Girls Students by installation of sanitary Pad Vending Machine, Distribution of Masks & Soap

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.	college got affiliation for new introduced courses M.Sc Microbiology, MA Geography, B.Sc Zoology, BA English, Literature. BA Hindi literature
Career guidance and skill development	organisation of online webinar on , general awareness, consumer rights, sayam courses, financial literacy
To increase library services	regular mentoring students for online l resources, regular book issuing even in corona phase to help students of poor economiucbackground
To increases environmental\health/Cleanliness awareness/gender sensitivity among students.	regular plantation drives, and planting sapling on occasion of birthday and guest visit in college installation of sanitary pad vending machine, organizing women security, cyber security awarness program
To increase College Infrastructure & sports facilities.	proposal for building grant, auditorium, boundary wall, girls hostel are sent to RUSA, raipur

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Staff council	25/05/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission

2020

01/02/2020

Extended Profile

1. Programme

1.1	5
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	451
Number of students during the year	

File Description	Documents
Data Template	No File Uploaded

2.2	402
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	96
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	6
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	14
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File
4. Institution	
4.1 Total number of Classrooms and Seminar halls	12
4.2 Total expenditure excluding salary during the year (INR in lakhs)	2.30
4.3 Total number of computers on campus for academic purposes	3

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	No File Uploaded
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 follows the academic calendar given by the affiliating

university (Pt. Ravishankar Shukla

University) for CIE and normally the curriculum is completed in the planned time frame. Following steps

are taken for timely completion of curriculum

1. The details related to internal examination are clearly mentioned at the collegewebsite (academic calendar). It is mandatory for every teacher of the college to participate in the evaluation process and hence they are well aware of the system

2. The evaluation methods are communicated to the fresher and new faculty at the beginning of the

academic session by the respective Head of the department. Students are also informed about the rules and regulations of examinations and course contents by the respective course teachers.

3. Losses of teaching hours are compensated by organizing extra classes in the same month.

4. In case faculty members wish to go for research work, attend seminars, workshops, FDP, other

training programme they are encouraged to do so but they have to cover the course by making alternate

arrangements with alumini.

5. When teachers take long leave (maternity leave), then institution call / appoint visiting faculty, ad-hoc

/ guest basis, as replacement from janbhagidari fund, well in time.

6. To balance academic between co-curricular & extracurricular activities, institute plans and organizes

many activities in afternoon session (Preferably after 2oclock) to minimize the impact on teaching time

2020-21 Year is affected by COVID Pandemic hence majority of classes and internal assessment were taken online in which students uploaded their answer copy images to concerned teacher whatsapp / emails.

File Description	Documents
Upload relevant supporting documents	No File Uploaded

Link for Additional information	Nil
<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating 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</p>	A. All of the above
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	View File
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	
0	
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)	View File
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)	
00	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

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

00

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability 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.

Table 1.3.1a: List of core courses addressing cross cutting issues

S.N

DEPARTMENT

CLASS

SUBJECT/PAPER

KEY ASPECTS COVERED

1

ARTS

B.A.II

SOCIOLOGY PAPER-I SOCIETY IN INDIA

- Social issues and measures for corrections (like dowry, domestic violence, castism, regionalism, communalism etc)

B.A. I

POLITICAL SCIENCE

PAPER-I PRINCIPLES OF POLITICS

- Government systems and authority Principles of democracy
- equality, social justice, souvernity
- Requirments, oppurtumniyies and achievments in public welfare schemes of goverment

2

COMMERCE

B.Com. I

BUSINESS MANAGEMENT PAPER I

BUSINESS COMMUNICATION

BUISNESS REGULATORY FRAMEWORK

- Development of positive personal attitude.
- corporate formal and informal communications
- speeches to motivate
- Effective presentation skills.
- cultural sensitiveness and cultural context
- Essential elements of Valid contract
- consumer right protection act

B.Com. II

PRINCIPLES OF BUSINESS MANAGEMENT

FUNDAMENTALS OF ENTERPREUNSHIP

- Motivational theory
- effective communication
- responsibilities of manager and corporate for employees and worker.
- Entrepreneur behavior social responsibility
- Generation of employment opportunity.

B.Com. III

- INCOME TAX
- MANAGEMENT ACCOUNTING

- AUDITING

- Responsibility of asseys for income tax payment.
- Role of Management accouting in descionn making budget.
- Auditors responsibilty for investors and share holders.

3

SCIENCE

B.Sc III

MICROBIOLOGY PAPER II

ENVIRONMENTAL AND MEDICAL MICROBIOLOGY

- Various Ecosystems of water
- Environmental pollution: Bioaccumulation Xenobiotics, pesticide residues, Biomagnifications, Biodeteioration.

M.Sc III MICROBIOLOGY

- **Types of Wastes, Solid and Liquid Waste management**
- **Industrial Waste management.**

B.Sc.III

BOTANY PAPER II

ECOLOGY AND PLANT UTILIZATION

- **Biological spectrum**
- **Ecological Succession**
- **biogeographical regions of India**
- **Types of Vegetation: forest and Grasslands.**

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

01

File Description	Documents
Any additional information	No File Uploaded
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)	View File

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

177

File Description	Documents
Any additional information	No File Uploaded
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 from the following stakeholders
Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
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	View File
URL for feedback report	http://www.gmkgclgmsmd.in/newsData/Report41.pdf

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

610

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

423

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

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. Through exam we identify advance and slow learner student . Even in Covid -19 Periode we organize exam in blended mode.

The following steps are taken for Advance learner -

- 1 Our faculty provide reference book for more understanding.
- 2 Faculty provides notes and online video lecture to students.
- 3 Library provides various general and reffrence books.

The following steps are taken for Slow learner -

- 1 Institute organize special class for slow learner.
- 2 Faculty revised difficult topics and organize doubt classes.
- 3 Faculty provide video lecture to make more understanding .
- 4 Notes are provided for easy learning.

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
451	6

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

. Institute focused on student centric learning , following steps are taken for student centric learning

1 Faculty motivate student to ask question during class.

2 Student participate in group discussion and seminar for participative learning.

3 Faculty deliver lecture trough power point presentation .

4 Last 5 year questions are made salve by faculty.

5 Faculty use Hindi and English language while teaching.

6 Teaching aids , Charts , demonstration of instrument are used for problem solving.

7 Practical is perform by students during the session.

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

All faculty members use smart classes time to time , during Covid - 19 maximum classes are taken by online mode through zoom and google meet .Annual and internal exam are also taken in blanded mode. Online lectures are prepared by faculty during period. Institute organize many webinar on relevant topics. Faculty provides notes , Video lecture , E-book through Whats app group of class. By library faculty student are added in N-list and registered in SWAYAM portal.

File Description	Documents
Upload any additional information	View File
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

6

File Description	Documents
------------------	-----------

Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
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

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
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

5

File Description	Documents
Any additional information	No File Uploaded
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)	View File

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

82

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 has transparent and robust evaluation process in terms

of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted .

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

internal exam grievance are dealt individually during class hours where students were given their copies and shortcomings are addressed to each student.

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 has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students

Learning Outcomes of the Programs and Courses are displayed on the class notice board.

Soft Copy of Curriculum and Learning Outcomes of Programs and Courses are also uploaded to the Institution website for reference.

The importance of the learning outcomes has been communicated to the teachers in every staff Meeting and College Committee Meeting.

The students are also made aware of the same during Tutorial Meetings.

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

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

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

90

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
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/Report41.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)	View File

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)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

9

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

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

Following activities were conducted under UNICEF Programme :-

1. In nearby villages, children were made acquainted with good touch and bad touch.
2. They were given informations about child rights and child safely.
3. Pregnant women were given informations about vaccinations, hygiene and proper care.
4. Villagers were sensitized for undertaking appropriate behaviour against Covid-19 and masks were distributed among them.

File Description	Documents
Paste link for additional information	Nil

Upload any additional information	View File
-----------------------------------	---------------------------

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

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

26

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)	View File

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

2307

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File

	Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
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

4

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

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.

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 any additional information	View File
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.

Indoor - table tennis, chess, racket

Out door- cricket, kho-kho, bolyboll, football, Gola fek, Tawa Fek, Bhaka Fek, Basket Ball.

File Description	Documents
Upload any additional information	View File
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.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.gmkgclgmsmd.in/Photogallery.aspx
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

108

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

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

Majority of our students are from rural and low economic background thus the college library plays a central role in providing books for learning. 99% of our students regularly use book issuing and reading room facility. The average usage of library varies from 13 - 13 visitors per day (Covid-19 impact). 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 lacks automation in library due to lack of funds but in 2019, Department of Higher Education has allotted an amount of 6 lacs for NAAC accreditation processing. 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 September 2020.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.gmkgclgmsmd.in/Photogallery.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

A. Any 4 or more of the above

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

File Description	Documents
Any additional information	No File Uploaded
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)	View File

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

13

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

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 07723-297144 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. Under the scheme of Chhattisgarh Yuva Sanchar Kranti Yojna, Tablets were distributed to the students of final year of all the UG classes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

3

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	View File
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)

108

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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: Maintenance 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. After receiving detailed estimate it is forwarded to the Department of Higher Education for funding and execution. Construction proposals for cycle stand and guard quater was also executed through the PWD in same manner. Minor maintenance works are done with funds from the Jan Bhagidari Samiti. The college has appointed part time sweeper for maintaining cleanliness and dusting in our college premises including classes, laboratories, library, warandha, toilets NSS/YRC room, etc. The college has also appointed part time Guard (post was sanctioned) to ensure security of the campus. He was also designated work of gardener during day time Maintenance of class rooms: There are exclusively 9 class rooms, in which classes are held from 11:10 to 4:30 pm. Regular cleanliness is done by sweeper. The students are motivated to throw refuses in dustbins and keep their classes clean for which we have initiated Best Class Competition to inculcate habit of cleanliness in them. All the maintenance and repair works of building was done by PWD. Maintenance of Laboratories: There are 4 laboratories whic are equipped with the basic equipment facilities. The laboratory equipments are maintained by the concerning Head of the department due to lack of supporting staff. The students perform various experiments everyday under the supervision of concerning faculty. Maintenance of IT Facility: The computers and their accessories are maintained by the supplier during the warranty period. Routine Maintenance is done by the concerning office staff. Maintenance of Sports facility: Facilities for Chess, Carom, table tennis, Ball Badminton and Badminton are available in sports room and open courtyard from 2:00-4:00 pm after proper entry in register. Maintenance of Library facilityThe Library is comprised of issuing section and reading room facility. Librarian ensures the maintenance and functioning of library services through support of peon. An Advisory Committee suggests measures to improve the functioning of the Library and also allocate funds for the purchase of books and journals.

File Description	Documents
Upload any additional information	View File
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****254**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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****0**

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non-government agencies in last 5 years (Date Template)	No File Uploaded

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

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
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

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

27

File Description	Documents

Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

After being ordered by the Chhattisgarh Government Higher Education Department, a student union is formed in the college. Because due to the condition of Corona in the year 2020-21, there was no physical presence of the girl students in the college and no ordered letter was received by the government, so the student union was not formed in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

3

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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)	View File

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

There is an association of college Alumni. This Association is not registered now. The Alumni members meet once a year in campus. In the alumni meet, the state their voluntary contribution s for the betterment of the college.The alumni contribute the college as part time lecturer (voluntarily)for the subject, in which there is no regular teaching staff during non appointment phase of guest lectures.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

A. Vision and mission statement

1- Vision Statment

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- Misson Statment

To provide sufficient opportunity for women in higer education

To assure all round development of our students.

To provide social awareness among girls.

To make them understand the actual meaning of life.

To be a bridge between the rual-urban communities of students.

3-Nature of Governance.

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

Perspective/Strategic plan

The instituion has a Perspective/Strategic plane in place to help it develop in a systematic, phased and well thought out manner.

1- Introductions of new subjects at UG and PG Level.

2- Applications for more substantive post from different departments.

3- Partnering with the lead college of the district through MOU

4- Extension of availbale area through vertical expansion to accomodate more classrooms laboraties, staff rooms and etc.

5 Extesion and renovation of botanical garden of the instituon.

6 Improments of the scope and profile of the teaching-learning experience through the use of ICT and other innovative methods.

7- Participation of teachers in decision making process and bodies.

Teachers discharge an important role in implementing the vision and mission of the college and play active role in decision making process. Head of departments enjoy considerable academic autonomy in running their departments. They influence the institutional policies through different governing bodies and committees. Teachers and members are convenors of various committees like exam committee, administrative committee, library committee and others. They discharge their role as motivators and spearheads cultural and social conscious activities through the NSS unit, Red ribbon Cell, Eco-clubs, Sports activities clubs, Reading clubs and others

File Description	Documents
Paste link for additional information	Nil
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 institution practices decentralization and participative management in keeping with its belief in collective leadership and democratic tradition.

1 The head of the institution along with heads of departments oversees the teaching plan of his/her departmental members.

2 He is empowered to make adjustment in routine, time assignment and evaluation duties.

3 He/she is privileged of convening departmental meetings.

4 He/ she often take the lead in planning webinars, career counselling sessions, inter-college exercises, study tours, and excursions.

5 He/she often visit library to introduce creative and innovative benefits to students.

6 He/she organizes and conducts parents and teachers meeting in which academic progress of students are discussed.

7 He/she in consultation with departments oversees paper settings, evaluations and makes submission of all inter-examinations and determines the admission criteria of students in background of governmental admission procedure.

The above enumeration of features comprising of participative management points fairly and conclusively to the ethics of decentralization which is integral to the institutions.

File Description	Documents
------------------	-----------

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutions has a Perspective plan to help the institutions in a systematic and well thought manner keeping in mind the requirements and needs.

The instituion has a Perspective/Strategic plane in place to help it develop in a systematic, phased and well thought out manner.

1- Introductions of new subjects at UG and PG Level.

2- Applications for more substantive post from different departments.

3- Partnering with the lead college of the district through MOU

4- Extension of availbale area through vertical expansion to accomodate more classrooms laboraties, staff rooms and etc.

5 Extesion and renovation of botanical garden of the instituon.

6 Improments of the scope and profile of the teaching-learning experience through the use of ICT and other innovative methods.

7- Participation of teachers in decision making process and bodies.

To realise the above strategc/perspective plan, the institution has taken necessary steps in introducing new method in teaching-learning and examination and evaluation.

1 Teaching and learning- Faculty members of all departments try to improve teaching and learning by using formal and informal way of education like using proper communication and use of tacknology. Internal departmental meetings are held on regular basic. Peer learning is promoted. Out-side team learning is facilitated through project work. Group discussions, departmental seminars, guest lectures, extra curricular activities make teaching and learning more simple and adaptable.

2 Examination evaluations - To realise the perspective goal, unit tests, class tests, tri-monthly examinations, and pre- annual examinations are cunducted in the college as per the schdule. The answer books of students are valued and showm to students to assess the markings and deficiencies of the answer books. Teachers inform students how to improve their answers.

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	No File Uploaded

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	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

There is no effective welfare measures for teaching and non-teaching staff

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

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

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)	View File

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

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)	View File

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

02

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)	View File

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

A. Performance Appraisal System for teaching Staff.

The Performance of the Faculty valuation is best on professional contribution to academics, performance in invigilation duties, contribution to college activities like their roles in academic council, planning and development committee, teachers participations in conferencs, workshops, symposia, publication in journals, publication of book, research supervision, awards and honours recieved and others.

The above set performance appraisal format is filled by every teacher with inclosures and is forwarded to the commissioner of the department by the Principal with required notes for assessment. This practice is follwed every year in all sessions.

A. Performance Appraisal System for non-teaching Staff.

A few stragies are observed in appraisal of non-teaching staff performance. This includes contributions of indivisuals, knowledge of subject matter, awareness, productivity, quality, willingness to learn, diligence and others. Besides this, the behavioural aspects like punctuality, group-behaviour, 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 occassionally 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)

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)	View File

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

Being a government institution, it has to depend on the department for financial needs. On occasions, the department releases grants for infrastructure, laboratory, library and for other pruposes. 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 supevision of purchase committee. Some development work is done with the fund of Janbhagidari which is not sufficient. The institution sends its different financial requirments to the department. When it is approved, the institution gets grants. The institution optimally utilises financial resorces.

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 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.

Two practices institutionalised as a result of IQAC initiatives :-

1. Online Students feedback system :-

The IQAC has developed an online proforma of students 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. It involves all Students to asses and improve corriculum, Quality-teaching and learning in the college. The students feedback bring improvement in teaching of teachers and strengthen them. The system has been developed and maintained by the IQAC.

2. Display and discussion of the answer books :-

The IQAC has introduced a system of displaying answer books to students. Teachers discuss about answers with students after internal exams. Students are given opportunity to discuss scripts after evaluation. They discuss about the Quality and deficiencies of answer books and try to improve writing answers. students are free to make enquiry about evaluation. Their grievances are taken to the grievance redressal cell. This is one of the biggest initiatives of IQAC concerning evaluation.

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

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 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 programme of teaching is discussed. Progress of teaching is supervised. Syllabus is divided units which is 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. Students are given answer books to check its short comings. They can discuss with concered teaching staff about their answers and its short comings and ways to improve. Besides teaching, Quiz competitions, G.K. competitions, essey competitions, newspaper-reading competitions both online and offline are undertaken to improve quality, awareness and learning outcomes of students periodically.

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)

D. Any 1 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

ORGANISATION OF CYBER AWARENESS AND WOMEN SAFETY ISSUES EVENT ON 10 MARCH at campus TO CELEBRATE WOMENS DAY, (8 MARCH 21)WITH SP OFFICE , CG POICE DEPARTMENT, MAHASAMUND, ABHIVYAKTI AND SHAKTI TEAM , STUDENT PARTICIPATED 85

ORGANISATION OF DEBATE ON OCCASION OF MATA KARMA JAYANTI 8 APRIL 21 ON WOMEN EMPOWERMENT... NUMBER OF STUDENTS PARTICIPATED 10

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	<u>COMMON ROOMS AVAILABLE</u> <u>COMMITTEE TO MONITOR AND PREVENT SEXUAL HARASSMENT IN CAMPUS</u>

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	No File Uploaded
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: biodegradable materials from garden and dustbins are subjected to composting, confidential examination material are sent back to university.
- Liquid waste management: rain water harvesting system was installed by PWD Dept., used drinking water collected through pipelines and collected in sewer tank installed on back of college. Biomedical waste management: not applicable however microbial cultures were first sterilized in autoclave at 121 degree centigrade, 15 lbs pressure 60 mins. and then disposed in plastic bags
- E-waste management: batteries and computer parts and LED bulbs are collected and sent to local collection point only after proper writeoff only.
- Waste recycling system: NA
- Hazardous chemicals and radioactive waste management: Used inorganic strong acids are collected in glass bottles radioactive chemicals are not used in Labs ()

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	No File Uploaded

<p>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</p>	D. Any 1 of the above
---	-----------------------

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include	
<p>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</p> <ol style="list-style-type: none"> 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	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
<p>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</p>	D. Any 1 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	No File Uploaded

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
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).

the Institutional continuously put efforts in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities by following actions:

Students are admitted exclusively on the basis of merit and as per govt. reservation policies to allow equal opportunity for every students despite of their background.

Students are motivated to work in groups so that they can learn to respect the communal and cultural differences.

zero tolerance policy against communal and caste related comments were clearly stated to all the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

26 Nov 20: celebration of Constitution day by online reading preamble to the constitution.

25 Jan 21: celebration of national voters day for raising awareness for voting for every 18+ Indian citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

S.N

EVENT

DATE

NOS OF STUDENTS

NOS OF FACULTY

1.

Independence day

15 august 20

10

9

1.

Republic day

26 january 21

10

9

1.

International youth day

12 august20

120

2

1.

World AIDS Day

1 dec 20

25

6

1.

World Earth day

21 April 21

15

3

1.

International Red Cross Day

8 may 21

30

3

1.

National Youth Day

12 jan 21

50

3

1.

Voters day celebration

25 Jan21

10

1

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	No File Uploaded
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 Practices (Continued since 2018)

Use of social media for Digital Library Services and Social Value.

1. Objective of the practices

1. To create college library blog and facebook page

<http://www.matakarmalibrarian.blogspot.in/>

[https://www.facebook.com/Govt-Mata-Karma-](https://www.facebook.com/Govt-Mata-Karma-Girls-College-Mahasamund-494180280944884/)

[Girls-College-Mahasamund-494180280944884/](https://www.facebook.com/Govt-Mata-Karma-Girls-College-Mahasamund-494180280944884/) for Digital collection

2. To introduce social media among students and readers for knowledge enrichment.

3. To enhance digital collection of books to the college library resource with the help of

internet.

4. To acquaint the students for using the digital library service.

5. Sharing social value and general awareness information knowledge by the means of social

media and improving social value.

6. To provide link of e-PG Pathshala and NSDL (National Digital Library) and also acquaint

the student.

The Context -

It is being observed that present generation is spending more time on social media like facebook,

whatsApp, Messenger and instagram rather than spending time on studies interface they keep themselves

devoid of knowledge and social awareness and deviate from aim in life. Ironically they are already

addicted to social media before they realize their faults which is not less than an addiction in present

times, this lead to showing downfall in their grades, carrier goals

The main purpose to begin this practice by library is to divert students from this fake world of selfies and

likes addiction toward positive addiction where they are motivated to share knowledge, science and

general awareness.

Social media has negative effects but on the other hand it can be a powerful resource for knowledge

enrichment. The purpose is to use this power to enlighten students and youth so that they can leads to

right direction in their life and only the families, our society and country can lead to right direction in

future which is the ultimate purpose of an education institution.

The practice:

1. The college administration wanted to motivate students toward digital literacy but due to

lack of computer lab and internet facility at college this seems almost impossible. The college

librarian Mr. Ajay Kumar Shrivastava came with an idea to create and handle college digital platform

successfully in form of Blog

<http://www.matakarmalibrarian.blogspot.in/> that was created on 5

June 2018 and face book page [https://www.facebook.com/Govt-Mata-Karma-Girls-College-](https://www.facebook.com/Govt-Mata-Karma-Girls-College-Mahasamund-494180280944884/)

[Mahasamund-494180280944884/](https://www.facebook.com/Govt-Mata-Karma-Girls-College-Mahasamund-494180280944884/) for Digital collection was created on 22/07/2017. Every day post

related to General knowledge under title knowledge dos is being hosted on library blog and

facebook account.

2.Social value related post are being hosted which are found from social medicals, newspaper and

other success.

3. Students and staff can use this blog 24x7.

Evidence of success -

1. When these accounts have been launched on social platform a number of our students have joined

the group and voluntarily started to share good information among them.

2. This Free of Cost Blog has served dual purpose of providing digital library service and also news

updates of college activities in time when our old website was crashed due to shortage of fund.

Problem Encountered and Resources Required

1. The major problem was how students which are belonging to poor families can afford smart

Phones and monthly expenses

Title of the practice: Daily Meditation and Prayanam Session.

Objective of the practice - the main motive behind this practice was to educate students about importance

of physical and mental well being. College students feel anxious and stress while trying to juggle new college life, new friends, parents, society and peer pressure and some time they bounce back negatively which can be observed as depression in their academic performance and indulgence in bad habits.

The Practice: - The practice was initiated day the college administration for students in November, 2017.

The college time table was modified to incorporate a 10 min meditation session which include Anolom- Vilom, Kapalbhathi, Bhastika Pranayam, Bhramri and Dhyan for 2 min each. The session starts with single bell at 12:00 noon and students perform the activity in their own class under the guidance of teacher and a volunteer (preferably from their own class). Annually small workshop was organized in the beginning of session to train the newcomers of the college and refresh the elder students. From July 2019 central audio facility has been initiated.

Context

Prayanam is not a simple breathing exercise but it is a scientific process of controlling the breath to connect physical and mental aura. It is one of the most important vital components of yoga that directly and indirectly affects the process functioning of different systems of the body. As per the documents available regular Pranayam shows beneficial impact on respiratory system, circulatory system and endocrine system. It ensures more oxygen to lungs which is good for heart and brain.

Prayanam can be practiced at any place that is well ventilated, clean and free from external disturbances and at least 1 hour after meal. Prayanam is usually practiced while sitting on a mat on clean floor but can also be done while sitting in a chair. The major benefits of exercising Prayanam is It controls and makes blood circulation smooth. Helps in weight regulation. It provide lightness to the body and act as disease destructor by boosting immunity. Prayanam helps in lungs expansion there by improves its efficiency and vigor. It brings stillness and calmness to the mind increased concentration and stability of mind Help to ease stress, anxiety and tension it also helps to ease depression, dullness and lethargy.

Evidence of success: - After the implementation of this practice we noticed that student feel calmness and focuses better in studies.

Problem encountered and resources required

The first problem encountered with this idea was how to train students for yoga practices.

Second problem how and when this practice can be incorporate in their daily routine.

Third and foremost important hurdle was how to motivates students and involve fully in this session.

As far as resources are concerns the college needs at least a part time yoga instructor and a physical facility like mike, Dari and sound system.

Initiatives taken to address the above problems:

Training program was organized to train students and faculty to overcome the first problem.

This practice was kept on hold during session 2020-21 due to covid-19 pandemic but students were encouraged to repeat sessions regularly at home in morning hours

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

session 2020-21 was affected from covid 19 pandemic and the academic calender was also delayed in terms of admission, previous year examination, and initiation of classes Hence the college Staff council initiated to look for organisation of online webinar with zero investment in designing of brochure, preparation of google registration form online e certificate distribution with mutual support of all faculty members and staff. As a result the college has organised more than 8 national level webinars and online quiz activities and was first institute in mahasamund district to do so

S.N.

Date

Webinar Topic

Organized By

1.

02. 07.2020

"An Onslaught of pandemic Covid-19 OnDomestic Maids Context in India"

Dept. Of Political Sc.

2.

15. 07. 2020

"Impact of Covid-19 on Employment in India"

Dept. Of Commerce

3.

23.07. 2020

"Mental Stress Management During Covid-19Pandemic"

Dept. Of Geography

4.

13. 08. 2020

"Effect of Covid-19 Pandemic on Third Gender"

Dept. Of Sociology

5.

01. 12. 2020

"Digital Financial Education Awareness"

Dept. Of Commerce

6.

28. 02. 2021

"Harnessing Beneficial Microbes for Sustainable Development"

Dept. Of Microbiology

7.

12. 03. 2021

Hkk'kk o lkfgR; ij dksfoM&19 dk izHkko

effect of covid 19 on hindi language and literature

fgUnhfoHkkx

Dept. Of Hindi

8

21. 10. 2020

"Sanjeevani - Life Beyond Cancer in collaboration" with Sanjeevani trust mumbai

YRC & NSS

9

15. 03. 2021

"Consumer Awareness Program on Occasion of World Consumer Day"

Dept. Of Commerce

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Action plan for academic year 2021-22

1. organisation of skill development program for students and promoting research/ project based learning for students.
2. organisation of online/offline faculty development program, webinars, and extension lectures for students.
- 3.Planning to generate fund and procurring budget for infrastructure development to fulfill present student intake and lab facilities for PG and UG. and girls hostel.
- 4.full time Spoken English and free PSC coaching facility will be maintained at college.
- 5 applying for minor research project in Microbiology and motivating faculty for publication of research article or books