



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVT. COLLEGE RAMANUJNAGAR**

GOVT. COLLEGE RAMANUJNAGAR, BLOCK-RAMANUJNAGAR

DISTT.-SURAJPUR (C.G.) PIN - 497333

497333

[www.govtcollegeramanujnagar.in](http://www.govtcollegeramanujnagar.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Government College Ramanujnagar is an institute of higher education in Northern Chhattisgarh of India. It is affiliated to Sant Gahira Guru University, Sarguja, Ambikapur Chhattisgarh. The institute established in the year 2008 with Arts, Commerce and Science faculties in Global school building campus temporarily. The college shifted to its present campus in the year 2013. Since then, it has been making progress in terms of academic up-gradation which has enabled it to emerge as a fore-runner in Education in the rural and economical backward tribal populated region. The college offers under graduate programs in B.Sc (Math), B.Sc (Bio), B.Com, B.A. and in the B.A. program the college started with Hindi Literature, English Literature, Sociology, and Political Science specializations.

The institution started with 55 students and one faculty member and today it has about 693 students and 4 faculty members. The institution has a team of well qualified faculty members having dedication and devotion in shaping the future of students.

The college has a well-equipped library with a compendium of more than 18000 books. Computer facilities, cycle-stand, Cultural Program Stage, water cooler, fan and light facilities are also available in the campus. The institution has its own electricity transformer for proper electricity supply. The campus is fully under observation through CCTV cameras. The institution has ramp for divyngjan. Submersible pump installed in the campus provide regular fresh water for students and staffs.

To impart holistic training to students, the college undertakes extension activities like social distancing and other COVID-19 norms awareness, AIDS Awareness, Hygiene and Sanitation, environmental activities, Gender Equity & Women Empowerment, Literary, Traffic Awareness, sexual harassment awareness etc. through N.S.S volunteers and other stake holders. The college adopts a village every year and organizes different extension activities for up-gradation of environment and health of village community. The college provides help desk facility for students during admission and examination every year. Moreover the college has different committees for well-functioning of the institution.

### Vision

The vision of the institution is “Providing inclusive education for better future of students and enable them for positive social change”

### Mission

The mission of the institution is to provide suitable environment for teaching-learning process and overall development of students.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

1. The college has own building and situated in the Block Head Quarter.
2. It has partially automated library with rich collection of books and e-database of books and journals.
3. The college library has reading space with browsing facility.
4. The college has CCTV surveillance and canteen facility.

### **Institutional Weakness**

1. College lacks infrastructure such as sufficient class room, ICT enabled class room, modern lab, auditorium, indoor sports hall, hostel, health care Centre, staff quarter etc.
2. Limited scope for research.
3. Inadequate set up for teaching and non-teaching staff, vacant sanctioned post adversely affects the academic progress.
4. Heavy work load on faculty members and non-teaching members.

### **Institutional Opportunity**

1. Majority of students belongs to economically backward and tribal rural families and state government is providing SC, ST, OBC, BPL, and Merit Scholarship to students. Therefore, college has opportunity to encourage them for pursuing higher education.
2. Most of our students belongs to rural areas thus college has opportunities to improve their soft skill, employability among students and make aware various career options available for them.
3. College has spare unconstructed land where new academic block/Hostel etc. can be constructed to offer new program and courses.
4. With financial help of state government we have a good opportunity to expand our building infrastructure.

### **Institutional Challenge**

1. Being located in a rural area of district and a huge number of the students coming from a poor background (most of them are ST, SC and OBC) who are socially, economically and educationally Backward, it is a huge challenge for the college to motivate them to attend college and continue and complete their study.
2. Strengthening the newly emergent areas of knowledge by supporting faculty research as well as the related infrastructure by streamlining procedures- academic, administrative and financial-are urgently required.
3. Student Computer ratio is another challenge for which ICT based teaching learning needs an urgent attention.
4. The creation of a learning atmosphere which addresses the needs of students struggling to meet the academic requirements of the courses has not been easy. Several students require support to make the transition from the language they grew up with to English, which is a basic requirement at present to make them competitive at state and national level examinations. The innovative and interdisciplinary nature of our courses calls for additional academic support and mentoring.
5. Completing curricular aspect within limited classrooms and faculty.
6. Lack of fund for research.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

Government College Ramanujnagar is affiliated to Sant Gahira Guru Vishwavidyalaya Sarguja Ambikapur (C.G.). The college is teaching the curricula designed by the affiliating University and college makes every effort to improve and update the syllabus as and when required during faculty participating in Board of studies meeting organized by University. In addition to this an academic calendar every year offered by Department of Higher education. So, college prepare an own academic calendar which work in tandem with University and

Department of Higher education. The college offer three Undergraduate Program (B.A., B.Sc., B.Com.) The Undergraduate program follows the annual system of examination .

system (Choice Based Credit System-CBCS). In order to realize the vision and mission of college various

### Teaching-learning and Evaluation

The college situated in tribal populated block headquarter .In this college 12th pass out aspiring to get admission in arts, science and commerce stream and student seeking admission in Hindi, English, Political Science, Sociology, Economics and Geography Program. The process of admission to various programs is transparent, fare and students are given admission on

the basis of merit. The college follow the reservation policy (ST-32%, SC-12%, OBC-14% & PwD-3%) laid down by Chhattisgarh Government. In some program's seats remain vacant. The college is Co-educational institution and in most of the program girls outnumber the boys. Here every possible measure is undertaken for conducive class-room environment and teaching learning made effective show that advanced learner as well as low learner gets benefitted. Teachers are encouraged touse the modern teaching aids and technological tools

along with conventional teaching method. Besides these teachers are engaged in not only giving information to student but they stressed on student learning also. The academic performance of student gauged by internal evaluation on the basis of marks secured by them in unit/class test, assignment, seminar, project work etc. The college has IQAC which review the academic progress of every department and conduct the academic audit.

Moreover, in continuous Internal Evaluation (CIE) system, adopting the transparent and robust mechanism to assess the progress of students according to specified scheduled defined by Department of Higher Education Chhattisgarh. Methodology of evaluation process, examination pattern, program and course outcome are communicated to students through the website, class interaction and college prospectus at the time of admission. The examination related grievances addressed in transparent, time-bound and efficient way through examination committee. Those students who are not satisfied with marks given they can apply for revaluation, re-totaling and photocopies of answer book. The college has developed a feedback system which keep eye on teaching learning process and student satisfaction.

### Research, Innovations and Extension

The college has young faculty and striving to promote research culture. Thus, it has encouraged its faculty members to submit research proposals to various funding agencies and encourages teachers to participate in conferences, workshops and publish research papers. Our students are also engaged in extension

activities. The college has active unit of NSS through which extension activities carried out such as swachhhta hi sewa hai campaign, AIDS awareness, Traffic awareness, Environmental awareness (Every year planting of sapling), Fight against corruption, electoral awareness (SVEEP), people health awareness etc. Due to lack of resources faculty and students are trying to do their research with limited resources and not able to publish their research

papers. In year 2019 college management is trying to promote all the research work done in college with all possible resources. Thus, it has encouraged teachers to participate in conference, work-shop and publish research papers. The college is yet not developed incubation center or related platform for the students. So, that novel ideas translate in viable business/startup.

### **Infrastructure and Learning Resources**

The college has own building spread up 1522 m<sup>2</sup> built up area comprising 13 class room, Library, Principal office, teacher seating room, Girls common room, NSS room, canteen (separate building), cycle stand, staff parking, Cultural Program stage, Oxy reading Zone and separate washrooms for male and female. There are separate laboratories for Physics, Chemistry, Botany, Zoology and computer science. College library has more

than 18000 valuables collection of books, subscription of magazines and newspapers; it is partially automated with KOHA software. district administration is in pipeline. Further to emphasize the use of ICT college having overhead projectors. To enhance the security entire college under 24×7 CCTV surveillance. To lower electricity consumption, LED as a lighting source used in all the rooms. The college have more amenities included sports/athletic/gym equipment/small playground which encourage? students to participate in different sports event Moreover, college has been providing safe drinking water facility through installation of Water Purifier and also developed herbal garden for benefit of society.

### **Student Support and Progression**

On the beginning of every academic year the college publishes its updated prospectus and uploaded on its website which gives information regarding College, guideline for admission, available program, fee details, Facility available in the college, code of conduct and other relevant details. Once admitted in the college, the students avail the various facilities in the form of sports facilities, encouragement for participation in cocurricular activities. The eligible students get financial assistance in the form of scholarship from state government sponsored scheme. More than 1 Crore 42 Lakh rupees have been sanctioned under different scheme in last 5 years to support the education of different poor category students. The SC, ST students are provided facility of free books and stationery. The college also conducts remedial classes for needy students. The college developed the culture capability enhancement cell such as guidance for competitive examination, career counseling, personal counseling, yoga and meditation and career opportunities in changing global scenario. We are giving support for pursuing higher education from reputed universities/institution. For the care and support of female students we have established woman grievances/support cell and girl's common room. The students from socially and economically weaker section of society and physically challenged students gets

special attention to address their issue such as admission, financial support, career counseling, remedial coaching, ramp facility etc. In addition, the college granted the membership in various administrative bodies of the college such as student union, Help desk committee, legal literacy committee, IQAC of the college. The college has alumni association established in the year 2021. The alumni meets organized once in a

year. Alumni visit the institution as per their convenience throughout the year and college incorporate the valuable advice from them.

### **Governance, Leadership and Management**

The governance, leaderships and management criterion are another important aspect to develop the College into an institute repute. This is done through gathering data regarding planning, performance appraisal, financial management and overall works related to college development with the support of Directorate of Higher Education, Government of Chhattisgarh.

The Principal prepares all the internal policies and programs of the College in association with the heads of various departments, conveners of different committees, librarian, students' council, hostel superintendent and senior members of non-teaching staffs. The budget allocation is done by the Directorate of Higher Education which is disbursed by the Principal for purchasing books, equipment's and other materials. The financial management is assisted by the senior most non-teaching staff of the college and audited by the auditor of state government.

The college always striving for improving academic quality, infrastructure up-gradation and opening of new program to accommodate ever number of increasing number of students with their holistic development. The welfare measure for teaching and non-teaching staff availed according to state government directives. The performance appraisal for teaching and non-teaching staff submitted to department of higher education every year after opinion mark by head of the institution. The college has well established IQAC which actively take

part in developmental decision of the college including academic audit and infrastructural up gradation. The IQAC taking feedback from all stakeholders upholding the principle of quality improvement and assurance.

Thus, IQAC convene the meeting with different department/stakeholders and assess their progress. The college has systematic organizational structure to manage the function of the college.

### **Institutional Values and Best Practices**

The institutes have been taking various initiatives from time to time for improving the institutional values and practices. The institute has been organizing many socially relevant activities such as gender equity, safety, cleanliness drives etc. National voters' days, various sensitization programs organized by college in collaboration with government and non-government organization have also been organized in the college.

The institution is much concern about gender equity and environmental issue. To address the concern college conducts program on educating girl child, woman legal right through the woman development cell. Moreover, college has committee against sexual Harassment, anti-ragging committee to look after different gender related issue. There is a green committee in the college which supervises plants and sapling planted inside the campus.

There is herbal garden developed in the campus. Students are sensitized towards energy conservation, emphasizes on use of renewal energy, waste management and sustainable development. Our college using the energy efficient electronic gadget like LED bulbs, LCD screen, computer, laptops and overhead projector etc.

to save electricity consumption. Not only in the college campus but cleanliness and awareness drive has been conducted outside the campus like district Hospital, nearby village and message is delivered

regarding clean/pollution free environment. Our college premise is plastic/polythene free and no smoking zone. Staff and students are encouraged to come to college by bicycle, public transport or if distance is far then use bike pool.

The college teacher follows the code of professional ethics issued by UGC and state Government. On the occasion of great Indian personality, we are organizing their anniversaries like Mahatma Gandhi, Swami Vivekananda Jayanti etc. In the best practices our college focused on plant sapling and health and hygiene owing to tribal students.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. COLLEGE RAMANUJNAGAR
Address	Govt. College RamanujNagar, Block-RamanujNagar Distt.-Surajpur (C.G.) Pin - 497333
City	Ramanujnagar
State	Chhattisgarh
Pin	497333
Website	<a href="http://www.govtcollegeramanujnagar.in">www.govtcollegeramanujnagar.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Hemnarayan Dubey	07775-260657	8823066695	-	govcollegeramanujnagar@gmail.com
IQAC / CIQA coordinator	Ram Kumar Sahu	-	9926167707	-	rmkmrsahu@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	29-08-2008



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

State	University name	Document
Chhattisgarh	Sant Gahira Guru Vishwavidyalaya Sarguja	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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

Statutory Regulatory Authority	Recognition/App roval details Inst itution/Departme nt programme	Day,Month and year(dd-mm- yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Govt. College RamanujNagar, Block-RamanujNagar Distt.-Surajpur (C.G.) Pin - 497333	Rural	44000	1410

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	Higher Secondary	Hindi	220	159
UG	BSc,Science	36	Higher Secondary	Hindi	220	163
UG	BCom,Commerce	36	Higher Secondary	Hindi	60	30

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				14			
Recruited	0	0	0	0	0	0	0	0	4	0	0	4
Yet to Recruit	0				0				10			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				11
Recruited	6	0	0	6
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	3	0	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1

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

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	2	0	5

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	295	0	0	0	295
	Female	398	0	0	0	398
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	10	8	16	14
	Female	6	10	3	8
	Others	0	0	0	0
ST	Male	84	78	82	73
	Female	65	73	79	94
	Others	0	0	0	0
OBC	Male	105	113	90	98
	Female	95	103	98	132
	Others	0	0	0	0
General	Male	27	13	16	35
	Female	14	20	18	32
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		406	418	402	486

## Extended Profile

### 1 Program

#### 1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
693	485	402	418	406
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
653	419	369	385	365

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 3 Teachers

### 3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	4	4
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

### 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
24	24	22	22	22
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 10**

## 4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	4	3	2	1

## 4.3

**Number of Computers**

**Response: 17**

## 4.4

**Total number of computers in the campus for academic purpose**

**Response: 6**



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

Government College Ramanujnagar is committed to ensure over all development of Students. The institution is also committed to provide suitable environment for teaching learning process and development of social responsibility in students. The vision and mission of the institution clearly indicate the commitment of the institution towards the holistic development of student through academic, Co-curricular and social activities. The college is under department of higher education, government of Chhattisgarh; Raipur and affiliated to Sant Gahira Guru University, Sarguja, Ambikapur Courses like B.A., B.Sc., B.Com. are designed by the state level committee . These Courses are job oriented. The institution has to run the syllabus as per university guideline and academic calendar designed by higher education department Raipur. The academic year start from July month of each year Before the start of academic year the principal gather information about syllabus revision and orders from higher education department. Principal conducts meeting with all faculty member at the beginning of every academic year to develop strategies for effective implementation of curricular, Co-Curricular and other educational activity. The IQAC of the institution work on curricular and Co-Curricular events. Academic calendar prepared by Higher Education Department is strictly followed by the institution. The curriculum is designed by state leave committee in compliance with global standard The institution has well Qualified, dedicated and experience teaching faculty. Teacher Prepares teaching plan and lesson plan and engage classes accordingly. They also keep record of their class through daily dairy. Faculty member regularly attend seminar, workshop and conference as well as other faculty development program like refresher course, orientation course, educational programmes and short term course. The faculty members are member of different committees of the college for discipline, anti-ragging, women empowerment etc. For effective teaching faculty members use ICT tools conduct, field project, classroom test and half yearly test. Teacher Encourage students to ask Question in class room. Weak students are given special attention through out of class approach and personal/remedial classes. The College library is developed according to the need of the students. The college office is equipped with computer, Xerox machine, printer and scanner to cater the need of students. The feedback form is collected from different stakeholders and analyzed for action plan preparation by IQAC of the college.

##### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

###### Response:

Govt. College Ramanujnagar is committed to adheres to academic calendar. The academic calendar is prepared by higher education department, Chhattisgarh. The Academic calendar is strictly followed by every stakeholder. Teachers regularly provide information regarding completion of Course/Part of course to IQAC of Institution and head of the institution. Teachers ensure timely completion of course and regular

evaluation. IQAC of the institution monitor the teaching learning and evaluation process according to the schedule designed by higher education department, Chhattisgarh. Regular internal Assessment of students is done through CIE. Annual examination is conducted by the university every year.

**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 last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**Response:** 0

**1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.**

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

**Response:** 15

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	3	3	3	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response:** 0**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

The institution is Committed to provide environment for holistic development of students. It includes inculcation of professional ethics, gender sensitization, human value and awareness towards environment and sustainability. Environmental studies is compulsory part of the under Graduate Courses. The course give knowledge on environment, climate change, natural resources, Natural hazard, population, ecosystem and environmental protection with the objective of creating awareness for environment protection and preservation of natural ecosystem for better survival of future generation. The course is developed so that the students can get the theoretical as well as field exposure. Through the field work/ project work in environmental studies. Regular NSS social campaign is conducted by the institution to provide/inculcate human values, awareness to environment and sustainability as well as gender sensitization in students. NSS volunteers, which include students from different classes are regularly involved in social activities such as Narwa, Ghurwa, Bari Programmes. They are also engaged in activities related to cleaning of environment, forest etc. The value education is prime focus of the college which includes discipline, developing the nature and character of students with professional and personal code of ethics. Through the lectures and training to the students in classroom we ensure personality development of students for building a concrete foundation and harmonious life in the society. In case of gender studies, the college has more number of female students than male students. Our course/ curriculum has components for gender equality and students sensibility towards gender issues. For soft skill development the college provides knowledge about importance of subject topic for employment and also provides the knowledge to understand the changes in society. The college course help students in overall growth and understanding business ethics, human values, moral and social values.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response:

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 0

#### 1.3.3.1 Number of students undertaking project work/field work / internships

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni**

Response: E. None of the above

#### 1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed

**4.Feedback collected**

**5. Feedback not collected**

**Response:** E. Feedback not collected

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 38.17

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
693	486	402	418	406

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1260	1260	1260	1260	1260

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 99.72

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
651	419	368	385	362

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2 Catering to Student Diversity

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

#### Response:

Our classes occupy wide mix of students from hinterland mostly not proficient in English. They belong to different background and different social status. Most of the enrolled students are fundamentally very weak. Initially slow and advanced learners are identified with the help of percentage they got in previous class. Then the college identifies the advanced learner and slow learners through continuous internal examination like unit test, quarterly test, and Midterm test. On the basis of above test advanced learners and slow learners are identified. Advanced learner made to solve more problems, expose them to more depth of syllabus and for slow learner **remedial classes and personal teaching classes** are carried out for better understanding of concepts that provides them conducive environment of learning. Advanced learners are provided with extra study material and tutorial sessions. Therefore a **orientation session** is organized by faculty members before the commencement of programs to make the students well informed regarding their strength and weaknesses. This session equip them regarding their goals and objective, code of conduct, curriculum structure, attendance requirement, evaluation pattern and career options etc. When the classes begin first few lectures are organized to make them aware regarding course outcome. Performance and progress of the every student is monitored by teacher during the class test and feedback is provided. On and off the college organizes **motivational talks** by the eminent personalities to deliver motivational talk and share the success stories to the students. If needed **syllabus revision** and **doubt clearing** classes are organized.

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

Response: 173:1

## 2.3 Teaching- Learning Process

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

#### Response:

The college follows the academic calendar issued by the Department of Higher Education Chhattisgarh. The college is striving to provide conducive environment for holistic development to its students. Therefore plausible steps are implemented under the guidance of Principal and IQAC committee for effective teaching learning process. Every faculty member put the effort to make their lecture session interactive, encouraging students to ask questions to ensure whether they have understood the topic under consideration. Besides many other learner-centric methods are followed such as:

**Practical:** In science stream the mode of teaching is both theory and practical. Teachers demonstrate and students perform practical in the laboratory under observation. Experimental learning creates laboratory awareness, handling of instruments, glass wares and chemicals. The summative assessment ensures the end outcome of performance.

**Project Writing:** First year students of all the streams undertake projects in Environmental Science. Further BA Third year students of Geography undertake socio-economic survey of given study area. This facilitates experiential as well as participative learning.

**Assignments:** Students are assigned course related topics to work on. This helps them to unearth various learning sources and inculcate them analytical and reasoning capabilities.

**Classroom Presentation:** - Before the submission of assignments students are asked to present their material in fronts of fellow students and share what they have learned from it. In this process they are taking the other questions as a result understanding of the topic gone to deep root.

**Engaging students in community based activities and services:** With the help of NSS volunteers Swatch Bharat Mission, AIDS awareness campaign etc. are organised in the institution.

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

The college strives to fulfill changing demand of students as prescribed by UGC and other authorities. For effective teaching and learning process. ICT enabled tools for teaching and learning in the institution includes projector and screen. Other ICT tools are at present not available in the institution but teachers using their own laptop, pen drive, microphones etc. as per the need. During covid-19 lockdown teachers take online classes on Google meet or zoom platform.

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

**Response:** 173:1

#### 2.3.3.1 Number of mentors

**Response:** 4

## 2.4 Teacher Profile and Quality

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

**Response:** 17.58

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)



**Response: 0****2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)****Response: 6.75****2.4.3.1 Total experience of full-time teachers****Response: 27**

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

For internal assessment the college takes class tests, unit tests, quarterly tests and Mid-term tests of the students. The program schedule of these internal valuation tests is designed by the Higher Education Department of the state and affiliated university. All the departments accordingly conduct all these tests. The method of internal assessment is communicated to students by faculty members to students. If students are unsatisfied with the marks secured by them then he/she can discuss with faculty and can plead for rechecking, revaluation and they can also get photocopy of answer books. However In addition to this, the departments organize departmental seminars workshops and paper presentation activities to assess the students' attainment and progression. Students are made aware of their progress. Their weaknesses are pointed out. Suggestions are given by faculty member how to improve their performance. The students are assessed by assigning them the tasks such as projects, home assignments, seminars, oral tests, weekend assignments, practical examinations, etc. In order to maintain transparency, answer sheets are given to students and their doubts are cleared if any. The students with poor performance are informed for the improvement, and are advised to join remedial classes.

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

#### **Response:**

The annual and semester exam related grievances come under jurisdiction of university. Grievances redressal cell of the university examination deals with grievances in accordance to the university regulations in time-bound manner. Discrepancies in the university examination marks are to be rectified by the university through the principal. To avoid grievances, the college circulates and display notice regarding registration of exam form, hall ticket, dates of exams, etc. in classrooms and notice boards respectively. All the faculty members also inform students in their classrooms. The university sends exam schedule to the college and the same is brought to the notice of the students. After the declaration of results the university notifies the deadline of 15 days to apply for the verification, revaluation, photo copy of answer sheet, and re-verification of the answer sheets.

Accordingly, the students can apply with their grievances to the university. If the photo copy of the answer sheet is demanded, the same is provided to the students. If the demand is to reevaluate the answer sheet, the students get the paper reassessed. If there is any change in marks, the same is conveyed to the students by the university and their mark sheets are amended. The college takes measures to resolve grievances transparently and fairly. The students against whom Unfair Mean cases are registered in the final examinations are dealt with justifiably. Materials of cheating are confiscated and their records are maintained. The students are given opportunity to clarify their stand. The university constitutes a committee to look into the matter and appropriate measures are taken judicially, transparently and within the time limit. There is a provision for revaluation of the answer sheets. Those students who are not satisfied with the marks given can apply for revaluation. If the students are not satisfied even with the revaluation, they can get the photocopies of their answer copies by depositing the stipulated fee and they can have their answer sheets valued on their own and find out the actual position. The internal grievances related to class tests/unit tests, presentation, assignments, practical and project work etc are resolved by IQAC committee in consultation with respective faculty members.

## **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.**

#### **Response:**

The programmes offered by the college are uploaded on college website. The college, communicate the programme specific and course specific objectives and outcome to students, parents, teachers and different stakeholders. For fresher (new entrants) the programme and course objective are communicated through the website. Programme specific and course specific outcomes are displayed on website. The teacher also introduces the students to the specific areas of which they are going to gain knowledge. The teachers of every department instruct the student in the class room about programme and course outcome, what they

are supposed to obtain. If any doubt still remains then it is clarified by teachers.

The subject teachers communicate the students about the Course Outcomes and Program Outcomes in the beginning of the session. Course outcomes are mentioned in the printed syllabus and also available on the college website.

### **2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

#### **Response:**

The college analyzes all the academic syllabus and display on website. As a result all stakeholders able to know program outcome and possible improvement are made.

The college uses class/unit test and semester/annual examination method to measure the attainment of program specific, course outcomes. Unit tests, monthly tests, quarterly, half yearly and pre final examinations are taken according to the schedule set by the university/department of higher education. The answer books of these tests are shown to the students and they are made known of their shortcomings and irrelevant things in their answers. They are suggested how they can improve their answers to any question. Finally the year end examination conducted by the affiliating university reflects the attainment gained by the students.

Class tests are arranged to gain confidence of the students in the relevant subject. The weaker areas are identified and the individual problems and shortcomings are discussed with the respective student. In some departments, faculty members take responsibility of particular students to support them in a continuous manner. The subjects in which the student seems to lag behind are taken for remedial classes. If the student is from a socially or economically deprived class, they are given scholarships as per the government and institutional policies to enable them progress in studies.

### **2.6.3 Average pass percentage of Students during last five years**

**Response:** 89.88

#### **2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
133	28	38	43	25

#### **2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
133	28	43	48	35

  

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response:</b>	
File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
13	12	12	12	12

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years****Response:** 0**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</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 last five years.**

**Response:**

The institution has been conducting multiple extension activities in nearby locality and the college. These activities have sensitized students to social issues and helps in holistic development of personality of the students. The NSS of the institution is spreading the awareness about environment, pollution, waste management, water conservation and health and hygiene etc. As a result local people gain the knowledge about different causes, consequences, and solutions to environmental problems. Thus local people committed to increase the forest cover area. In this context the college inculcates social responsibilities and citizens role among the students by providing platform to participate in extension activities to sensitize them to range of issue around them including environmental degradation, domestic violence, addiction, Traffic awareness etc. Hence engaging students in community –based activities is priorities of the college. Students are getting chance to learn how valuable and fulfilling it can be given back to others. The NSS organizes its special camp for 7 days and extends its services in the village during the special camp. Swachchhta Abhiyaan is arranged in the village Rallies are arranged on various issues for the awareness of the villagers. Door to door visit was made in the neighborhood of the college to make the villagers aware of some Govt. schemes. Surveys are made to know the realities of the village Projects are given to the students to explore their own neighborhoods. These activities enable the students to cultivate and illuminate the inherent qualities like self-confidence, leadership, self-discipline, commitment and devotion, hard work and team work and the same qualities also help them to excel in academics as well.

**Swachhta Hi Sewa hai** program the college students spreading the awareness about the causes, consequences and remedial measure for environmental pollution.

**3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years**

**Response: 0**

**3.3.2.1 Total number of awards and recognition received for extension activities from Government/**

**Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years****Response:** 0**3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years****Response:** 0**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., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)



### 3.4 Collaboration

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

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response:** 0

**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

Institutional data in prescribed format(Data template)

[View Document](#)

## Criterion 4 - 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.**

**Response:**

The college was established in the year 2008, and academic session begins with strength of 55 students in its temporary in Mangal Bhavan campus with the Arts, Commerce and Science stream programme. It has shifted to its present own campus in the year 2013-2014. Since its inception, college making every effort to upgrade and maintain the infrastructure. The college has adequate classroom and laboratory for existing programme. By the time many courses were added by the directive of Department of Higher Education to full fill the demand of increasing student strength the college has always taken proactive steps to provide various facilities to develop the infrastructure in the campus in terms of classrooms with library, Science laboratories, computer facility, sports facilities, Clean drinking water, Parking facility, Separate Washroom, CCTV's Surveillance, extra and co-curricular activities, and other facilities for its pupil. Some of the classrooms are equipped with ICT tools. To make teaching learning process more comprehensive specially the science laboratory such as Physics, Chemistry, Botany, Zoology and Computer science lab has almost adequate instrument and consumable items as per the curriculum need. The students are encouraged to use the existing resources optimally. The college has adequate number of computers for various purposes. The college has also a small library for students and teachers. Each year as per the needs of curriculum the number of books keeps on adding to the library for that separate budget allotted by the state government. The entire college area is under CCTV surveillance and adequate facilities are provided to make the students to feel good. The College has in total 13 Classrooms (two classroom have projector), 4-Laboratories, rich library, 2 rooms for Office, 1 principal chamber, 1 faculty chamber, 1 IQAC room, 1 seminar hall, 1 store room, 1 sport and NSS room and 1-Girls common room. There are four Separate Lavatories for Boys and Girls. Presently the existing infrastructure is sufficient to meet the needs of students.

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

**Response:**

The institute has commitment for all round personality development of students besides education. The college has been striving to create infrastructure for physical fitness, extra-curricular interests and mental Wellbeing. The indoor games facilities include Carom, Chess. The facilities for outdoor games include: open ground for cricket, football, courts for playing badminton, volleyball, Kabbaddi and kho-kho. The college has substantial equipment for athletics. Unfortunately the college does not have own stadium . for outdoor game The college has its own ground for conducting annual games. It is proud for our college that manystudents have represented the college at state level and inter-university level tournaments. The college has a regular post of sport officer but unfortunately it is vacant. To fulfill this void sports committee has been giving the guidance. Besides for sports there is part time instructors are invited for Yoga, cricket, athletics and self defense techniques. The college has stage where cultural programs etc are organized to give the opportunity to students to express their inherent creativity. The NSS wing of the college sensitizes

the students towards society, country, environment, unity, selfless service, disaster management, health and hygiene etc. These wing propagate the government scheme e.g. Swachha Bharat Abhiyan, SVEEP plan, AIDS awareness campaign, tree plantation etc through cultural activities on various occasions. From time to time college has been inviting expert related to different walk of life to sensitize the students like legal literacy, financial literacy, Domestic Violence etc. So in a nut shell the college has very healthy atmosphere for sports and cultural programme. Students actively participate in various cultural activities in the college when there is some celebrations. All these programmes in the college include some songs, dances, recitation. Students also perform indigenous dances and songs during the college programmes with their traditional outfits.

#### **4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 10

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

**Response:** 1

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### **4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response:** 3240.9

##### **4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
10.47	115.47	85.42	73.9	65.66

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## **4.2 Library as a Learning Resource**

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

**Response:**

The college has a library with more than Eighteen thousand books. Though the post of librarian and book lifter is not sanctioned for the college but it is taken care by library in-charge. Students of the college get books from library which has to be returned or renewed within fifteen days. There is a schedule prepared to issue book to students of different classes. The college has installed software for automated library or ILMS Updation in process thereafter library will be digitalized.

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 3.45

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

2020-21	2019-20	2018-19	2017-18	2016-17
4.98	5.49	2.00	1.79	2.99

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

**Response:** 5.74

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

**Response:** 40

### 4.3 IT Infrastructure

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

**Response:**

The college has no Internet Connection for teaching and learning process. The college has adequate number of desk-top computers with required software. One classrooms have projectors to provide effective teaching for the students. Some Faculty members use power point presentations in some special lectures to enhance learning experience. To facilitate office work Photocopy machine, Printer with scanner in adequate number are available in the office. The college campus is under CCTV surveillance to ensure safety and security to its stakeholders.

The college has developed a class room as a seminar hall with the amenities of projectors for PowerPoint Presentations, Showing of video clips etc. The computers in the college are provided with UPS Back-up facility. Besides computers, other ICT equipments like, Printers, photocopiers, Projectors, Speakers, Amplifiers etc. are available in the college in adequate number to feed the requirements of 10 desktop.

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 116:1

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

**Response:** E. < 05 MBPS

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

**Response:** 1181.49

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

2020-21	2019-20	2018-19	2017-18	2016-17
25.56	26.07	12.81	59.71	13.32

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

##### **Response:**

The college ensures proper upkeep of its infrastructure, facilities and equipments by carrying out periodic maintenance drive by concerned member. The admission policies explained in the college prospectus right from the beginning of admission till the student leave the college and its rules and regulations are updated as prescribed by state government. The relevant documents are uploaded on college website. On the infrastructure front students and teachers are encouraged to use available resources optimally. All the labs and classrooms in the college are well maintained. In case of any lab equipment/electric appliances not properly working then concerned department personnel informed to office for repair or replacement as he takes care of it. The sports facilities can be used by students by getting permission from sports in-charge during leisure time. The college is taking care of health and hygiene by providing safe drinking water and regular cleaning of washrooms by hiring the staff. The college has inherent inclination to keep its campus clean and green which in turn gives healthy environment. For uses of library facilities, at the beginning of the academic year, each student is issued library card after collecting their details. Only two books can be issued per months on each library card per students. If he/she fail to return the borrowed books in good condition within one month then one rupees fine each day is levied on the students for each book. The new book is issued only when previously borrowed books are returned. At the end of every academic year every students must return the books to the library. Similarly teachers are allowed to takes books after entering in the teachers register. The lab facilities are open for science students. The students carry out the experiment in the lab and prepare practical file for what they do in the lab. This practical file is preserved throughout the year which has weightage in practical exam. For smooth functioning of college various committee are formed under guidance of the head of the institution to look after the various academic, cultural, library, NSS etc activities. The information regarding scholarship, sports, NSS admission, reservation policy etc are displayed on notice board and uploaded on college website time to time. The concern department teacher in charge gives their academic requirement to the head of institution and then procurement made by the same. Thus all the physical infrastructure like academic, sports, library, electricity and water supply etc are regularly maintained whenever need arises.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 41.14

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
290	180	188	182	148

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

##### 1.Soft skills

2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** C. 2 of the above

## 5.2 Student Progression

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

**Response:**

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



2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:**

#### 5.2.2.1 Number of outgoing student progressing to higher education.

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</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 )**

**Response:**

The college has a student council as per the guidelines laid down by the state higher education department. Every year student council is constituted through election or nomination as the case may be. The council looks after the academic and extracurricular needs of the students. The major events that the council organizes are the college fresher's and annual college fest. It is the duty of the council to listen to the grievances of the students of the college and take appropriate action for the same. The council, be it class teaching, academic activities, cultural activities, sports, environmental issue, they work hard and coordinate with the various officers in charge of the committees of the institution. The student council of the institution takes care of needs and demands of the students.

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**Response:** 8

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	14	13	13

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</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

#### Response:

There is an alumni association in the institution provided free membership to the students in order to motivate them for active participation in the Association. Though alumni association started functioning since then but the college has not been able to get the association registered yet. The college intends to get it registered soon and make sure that association contributes to the development of the institution to its best. Healthy relation between the staff and the alumni is the main source to attract them towards the college. The institute motivates and supports to the ex-students, their parents, community to maintain healthy relations with the institution. At present scenario there is no monetary contribution by the college alumni but they are willing to contribute valuable experience and expertise with the current students of the college. Hopefully the association would play a significant role to uplift the quality of the college. Alumni visit the institution as per their convenience throughout the year. alumni association Registration is under Process.

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

**Response:** E. <1 Lakhs

## Criterion 6 - 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

##### Response:

Vision: The vision of the institution is “Providing inclusive education for better future of students and enable them for positive social change”.

Mission: The mission of the institution is to provide suitable environment for teaching-learning process and overall development of students.

Government College Ramanujnagar, few years ago celebrated of their 10 years of establishment. It is started in year 2008 with humble beginning of 55 students in a makeshift campus of Mangal Bhawan building located in Ramanujnagar. In such small span of time college has crossed many milestones. Although the overall administration of the college remains in hand of Principal which is regulated by Higher education Department of state. But in the college different committee are working which is headed by faculty members. This committee plays major role related to academic and administrative decision after consultation with head of the institution. The college administration taking decision in such a way that vision and mission of the college is realized. In this context following achievement so far has been made-

\* The college shifted to present own campus. The College building comprises office space, classroom space, laboratory and open stage area.

\* Initially from 55 students to currently about 693 students studying in the college across all stream arts, science and commerce.

\* The college library every year adding more books and in future it will be digitalized.

\* The college administration managed to pursue local administration to enhance facility like Cycle stand and water RO for student and teachers and many more things are in pipeline.

\* To enhance security of college, the college is under CCTV surveillance.

\* Every academic year college organizes sports and cultural fest.

\* For holistic development of students NSS unit is in function.

\* The college has dedicated qualified faculty team who serve the regional youth by providing higher education and enabling them for their better future.

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

**Response:**

Being a government college it is controlled by Department of Higher Education, Chhattisgarh. The major issue like finance, infrastructure and transfer-posting, sanction of new post, commencement of new courses or programme are handled by Department of Higher education. However supervision of academic, co-curricular and extra-curricular activity carried out by Principal with the help of different committees. Moreover operational autonomy is provided to the individual departments. The departments decide on the workload, lecture schedule, field trips and educational tour, books to be purchased for the library and procurement of departmental items. The various committees are made in charge of implementation of action plans. The progress is monitored and corrective measures are taken. The different committee of the college and the IQAC includes members from the teaching staff, non-teaching staff and students. Every stake holder of the college teaching, non-teaching staff, students and representative take part in decision making. In staff council meeting every participating member is free to express his opinion. The Principal is the Head of the Office who takes the lead in the governance and management of the college. Meeting of the Teachers' Council is arranged on a regular basis to discuss the various affairs of the college with a special emphasis on improving the teaching and learning in the college. The work of the college administration is decentralized and many subcommittees are formed at the beginning of the academic year to support the system. Decentralized and participatory management may be resembled from the following:

- \* Admission committee arranges the admission of the college.
- \* Faculty members of the departments deliver course objectives to the students. They decide about the projects and syllabus of the session examinations. They share their requirements to the Principal.
- \* Examination committee ensures the smooth and fair arrangement of the session examinations.
- \* Cultural Committee arranges all the cultural programmes on different occasions and also arranges the observation of all the important days in the college.
- \* The Internal Quality Assurance Cell (IQAC) has been taking initiatives for the improvement of the academic section and organizing the efforts of the departments for effective teaching-learning system.
- \* Internal Complaint Committee and Anti Ragging Committee are formed following the guidelines of the concerned authorities.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

**Response:**

Plans are prepared by different departments and sub-committees and these get incorporated in the College

Academic Calendar is prepared at the beginning of the session for the smooth working of the College. Principal conducts regular meetings with the departmental heads, conveners of different sub-committees and student council to discuss the policies and plans and their ways of implementation. The institution adopts various modes to monitor and evaluate different policies and plans for effective implementation and improvement regularly. Feedbacks are sought from all the stakeholders verbally and offline for further improvement in the service. This also helps in the qualitative improvements of the institution.

The college has following Perspective/Strategic plan:

1. To equip at least two classes with ICT facilities and establishment of smart class rooms.
2. Establishment of fully automated library.
3. To develop fully Wi-Fi campus with advanced laboratories for students.
4. Upgradation of science laboratories.
5. To inculcate proper skill so that students gets easily placement or became entrepreneur.

To make well developed counseling cell, Placement Cell and career guidance cell.

#### **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.**

##### **Response:**

Being a government institution its organizational structure, management and governance comes under rules and regulation laid down by state government. In hierarchy, the Principal of the college at apex who is entrusted with overall in charge of college like financial transaction (functioning as Drawing Disbursing Officer), administrative, academic activities etc. The Principal of the college executes all the guidelines received from the University and Department time to time and provides leadership in all the affairs of the college. He is the liaison between the college and the Department and the University and provides all the information and reports required by the higher authorities. The principal is assisted by Heads/coordinator of various departments, office staff and janbhagidhari funded staff. However academic and co- curricular activities are main objective of the college which is looked after by the concerned faculty of each department. The departments are running under faculty members in coordination with departmental colleagues. Similarly sports activities headed by sports in charge and the Library under a Library in charge. Apart from that the college administered by various functional committees which are constituted each year at the beginning of academic session. These committees act as an advisory to the principle.

The service rules and promotion for the teaching and non-teaching staff as per the rules and regulation lay down by competent authorities like UGC (University Grants commission) and Chhattisgarh government.

**Recruitment Procedure:** Recruitment of teaching and non-teaching staff is done by government through Chhattisgarh Public Service Commission and Vyapam. Recruitment of guest lecturers is done by college administration on the basis of merit as norms prescribed by state governments. Moreover recruitment of

janbhagidari staff is carried out by Janbhagidari Samiti.

The Grievance redressal is addressed by Disciplinary committee and Committee against Sexual Harassment presided over by head of the institution.

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The welfare measures for the teaching and non-teaching staff are decided by the Government are governed by the regulations and policies of the Government and it is modified time to time when recommendations of the pay commissions are accepted. In case of regular teaching staff, the recommendations of the UGC are accepted. The institution has following welfare measures for teaching and Non -teaching staff as per the Chhattisgarh government rules:

- \* There is a family benefit scheme for regular employees of college in case of accident or demise of the employee holding the post.
- \* Employee can avail the facility of partial withdrawal from their GPF accounts in case of urgent family needs like marriage purpose, education of children, construction of house and medical emergency.
- \* There is medical reimbursement facility for its staff.
- \* There is festival advance scheme and grain advance scheme and washing allowance scheme for class fourth non- teaching staff.
- \* Class fourth employee of the college getting clothing allowances.
- \* Child care leave for female employees having children up to the age of 18 years.

\* Faculty members are encouraged to participate in Orientation Programmes /Refresher Course/Seminars /Workshops

\* Staff can avail leaves on various grounds after getting approval from the concerned authority.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development



**Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

**Response: 0**

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

**Response:**

All the regular teaching and non-teaching staff have to fill up and submit his/her C.R. (Confidential Report) every year. The head of the institution scrutinize the details of C.R., mark his opinion and submit to Commissioner, Department of higher education for further action. Moreover teaching staff of the college fills annually the prescribed API Performa which catches all the activities by the teacher is also submitted to Commissioner, Department of Higher education for performance appraisal. This Performa asking questions like number of publications in research papers, books, seminar, conferences, number of teaching hours and related activities. Apart from that it is also expected from teacher to involve in governance of the college to look after the examination related duty, various committee, curricular, co-curricular and extra-curricular activities as a convener. Teacher performance also evaluated on the basis of their class result. On and off teacher also engaged in government assigned activities like election duty, social awareness campaign etc. All work should be filled up in API Performa what the teacher has done so far. They are also being encouraged to use Teacher Diary to record their activities and maintain it on a regular basis from this academic year. The appraisal forms are assessed by the Principal and the required support and guidance are extended for better performance. Non-teaching staff are not given any appraisal form but their performance is assessed by the Principal informally by looking at their timely completion of their assigned works in a proper manner. The Principal one on one talks to the non-teaching staff and give required feedback for improving their quality work. Annual feedback is collected from the students by IQAC committee of the college regarding performance and conducts of teacher.

## **6.4 Financial Management and Resource Mobilization**

**6.4.1 Institution conducts internal and external financial audits regularly**

**Response:**

In the financial matter the college is subservient to the rules of the Chhattisgarh government. The college only conducting external audit. Financial audit is mandatory and account of the college audited by Account General of Chhattisgarh since inception of the college. College on its own does not conduct any financial audit but the audit of the college is done by government authorized body every year. In future the college will conduct internal audit of different accounts of the college with the help of competent body.

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

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

The Principal (DDO) ensures that the fund is utilized for specific purpose for which it has been obtained. He monitors and supervises the mobilization of fund. On receipt of any fund, it is recorded Head wise in appropriate registers. The Principal in consultation with the Purchase Committee /concerned department follow the formalities for utilization of funds. Quotations are sought and then following the required formalities Supply Order is given to the vendor for purchase of any material. Beneficiaries are added to the software and the payments are made online through Treasury. Concerned departments are consulted with for optimal utilization of resources and protocols are followed for utilization of resources in the labs and library.

The major sources of receipts/funding for the institution are as follows:

\* Allotment from the state government.

\* Development fee collected from the students (Janbhagidari fund).

\* The allotment from state government comprises salary for staff and development of college infrastructure (and other expenses) under specific head for which purpose they are granted. In addition to this there is corpus of fund collected from the students who gets admission in the college. This fund also known as Janbhagidari fund. This amount has been used for miscellaneous needs of college like maintenance of desk and bench, tree guard installation, maintenance of washroom etc. Moreover college has shortage of staff therefore hiring of staff is done by janbhagidari samiti and their salary provided from janbhagidari fund. For optimum utilization of fund purchase committee/ concerned staff give order for purchase to the vendors who provide stuffs at minimum cost.

## 6.5 Internal Quality Assurance System

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

#### Response:

The IQAC was established in November 2019. The cell has the responsibility to monitor the all activities going in the college. However, since the inception of college its various committees have been working for the quality enhancement of the college. These committees have been looking at various facets of the college viz. academic, extra-curricular, administrative, extension services and financial aspects under guidance of IQAC. So IQAC has taken following Initiatives:

- \* Monitoring quality of the institutional processes.
- \* Implementing quality initiatives, including ICT facilities to improve the quality of teaching- learning.
- \* With full spirit implementing quality measures in line with the Vision and Mission of the institution.
- \* Regularly collects feedback from students for understanding their need and improve the facility for better student centric teaching-learning environment.
- \* The IQAC keeps in touch with all committees and monitors their functioning.

### 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 ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )

#### Response:

The IQAC cell comprises faculty members of different department, students and respected citizen of this locality. The following strategies has been adopted by the college to facilitate teaching learning process:

\* Use of technology along with conventional teaching.

\* Emphasis on fundamentals.

\* Maximum students of this college come from poor economic background. This college located in tribal area where significant numbers of tribal people is illiterate. In order to bring them to mainstream good education is the only way. Thus the IQAC instruct the faculty member to encourage the students to use technology, online study platform for their learning and competitive exam preparation.

\* Those students enrolled in this college have poor schooling. They have less command over English and on subject fundamentals. In order to understand the class lecture they will have to know some basics. On this area they are lacking. So on the recommendations of IQAC the faculty member provide the remedial class to students to build their fundamentals and understand the lecture at ease.

IQAC of the college regularly monitor work done for improvement of teaching - learning environment in the college.

#### 6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
- 2.Collaborative quality initiatives with other institution(s)
- 3.Participation in NIRF
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## Criterion 7 - 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 last five years.**

**Response:**

The institution is well aware of the importance, issues and challenges of gender equity and every teaching and non-teaching staff together with students work for gender equity and women empowerment. The institution consists both male and female students and they have always been part of the gender equity measures run by the institution. The institution provide facilities like separate lavatory, common room etc. to girl students. Girl students are given important role in cultural programmes and presentation. NSS socio-cultural events are also organized by the girl students. Girl students are thus important part of co-curricular activities in the institution. During practice of curricular activities in classroom and laboratory girl students are given due attention by the teachers and instructors. Due to these measures taken by the institution girl students outnumber male students in curricular and co-curricular activities.

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

**Response:** D. 1 of the above

**7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

**Solid Waste Management:** For the solid waste disposal many awareness and cleanliness drives have been carried out by NSS volunteers (under the **Swachh Bharat Mission Campaign**) in the campus. As a result our campus becomes litter free. Dustbins for collection of waste are placed at certain places and rooms. Waste from the college is collected to a large waste container placed outside the building in the campus from where waste is collected by the municipal worker for disposal and treatment.

**Liquid waste management:** The waste water from ROs, toilets is drained to septic tank. The Liquid waste from laboratory is collected in a container.

**Bio-medical waste management:** The college does not produce such waste and there is no facility for bio-medical waste disposal and treatment in the institution.

**E-waste management:** There is no system of e-waste management in the college. In fact e-waste produced by our college is nearly nil.

**Waste recycling system:** the institution has no facilities for recycling of waste but waste collected from the college is collected by municipal worker and recycled and treated by them.

**Hazardous chemicals and radioactive waste management:** No such waste is produced by the institution and there is no facility for management of such waste in the institution.

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: E. None of the above

#### 7.1.5 Green campus initiatives include:

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

Response: C. 2 of the above

#### 7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: E. None of the above

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

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for 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**

**Response:** C. 2 of the above

**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 500 words).**

**Response:**

The institution consists students of various regions, different linguistic, communal and cultural background. Curricular and co-curricular activities organized in the institution comprises students of different socioeconomic and cultural background. Every year constitution day, cultural programs and national festivals are organized to inculcate tolerance and harmony towards socioeconomic and cultural diversities. The favorable/student friendly environment of the college depends upon the harmony and tolerance towards various diversities. NSS volunteers of different background work in different socioeconomic and environmental activities. Thus environment of the institution is harmonious and tolerant for diversities.

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

The institution is keen to inculcate values and ethics in students through different activities. For this purpose every year constitution day is organized and students and staffs take oath to abide by the constitutional provisions and preamble of the constitution. On occasion of national youth day, every year students are advised to be a good citizen and learn good values and ethics follow the rules and guidelines to become a successful and responsible citizen. Further students are always advised to follow the code of conduct on various occasions.

**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.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** C. 2 of the above

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

The institution celebrates national and international festivals such as Republic day, Independence day, Youth day, Yoga day etc. every year. Youth festival and cultural committee manages organization of such events. Every teaching and non-teaching staffs together with students are given some responsibilities for smooth functioning of the festivals. Students and staffs take active part in organization of national and international festivals. Reporting of these festivals is not done by news agencies.

## 7.2 Best Practices

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

**Response:**

- 1.NSS volunteers of the institution go to the target area and perform the task given by the coordinator and take photographs of the events. Regular visit of the target area is done by the coordinator to supervise the event.
- 2.This practice is unique and best life support system for the living organism. By this initiative we will spread out to local region by engaging people besides our campus. Toady every one want clean air, clean water, clean environment, good weather, beautiful surrounding etc but who will do this and how can it will be achieved? The institution provide medical facilities and information about hygiene to students for this purpose.

## 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

The institution in order to uplift the social and environmental condition of population near college campus adopts nearby village every year. Government public welfare programs regarding cleanliness and sanitation, environment protection, health etc. are promoted in the adopted village. For this purpose NSS volunteers go to the adopted area and take part in different activities. National Service Scheme (NSS) is a program that is organized by sports and youth ministry of Government of India. NSS in this institution was established in September 2017. Since then this scheme benefited many students and local inhabitants.



activities for social and environmental development. For this purpose any socioeconomically backward village near to the institution is selected and adopted. NSS volunteers under the guidance of the coordinator organizes different activities like rally, helping in government programs like pulse polio abhiyan, swachh bharat abhiyan, narwa ghurwa gurwa bari program, mask distribution etc. Unnat Bharat Abhiyan organized by the institution through NSS works as follows:

- \* socioeconomically backward village is selected within the radius of 10 Km from the institution.

- \* salahkar samiti is constituted in the village which formulate plan of action and monitor works under unnat bharat abhiyan.

- \* Mahila mandal, Yuva mandal etc. are constituted which take part in pulse polio abhiyan, HIV and AIDS awareness program etc.

- \* Swachh bharat pakhwara (1 to 15 August) is organized in the adopted village.

- \* Special camp is organized in the village to make local population aware of the programmes of public welfare run by state and central governments.

- \* Plantation and plant protection activities are done in the village.

- \* NSS volunteers also propagate and work for Ghurwa gurwa narua and bari program of the state government.

Many positive aspects and effects of this program has been seen and visualized by the local representatives of village and NSS workers of the institution has been praised by these representatives many times.

## 5. CONCLUSION

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### **Additional Information :**

Students of the college take active part in different academic as well as extra-curricular activities. Different Government agencies (like police) and non-Government agencies come to college to propagate their programs and activities and make population aware of their rights and duties, measures for good health and healthy environmental etc. Students of the college also participate in different Government programs and activities like Cycle rally, yoga marathon etc. Healthy interaction between teachers and students has inculcated moral value and discipline in students of the college.

### **Concluding Remarks :**

Government college Ramanujnagar is an affiliated college of Sant Gahira Guru University, Sarguja, Ambikapur, Chhattisgarh. In this institution programs like BA, BSc (Math), BSc (Bio.) and BCom are run in accordance with the rules and regulations of UGC, concerned University and the State Government. There are sufficient man power and infrastructure for well-functioning teaching-learning process and evaluation of students' progress. Teachers of the institution take active part in research activities. NSS unit of the college runs different socio-cultural and environmental extension activities. There is sufficient infrastructure for teachers, staffs and students of the institution. There is student centric approach to tackle the grievances of students. Governance and management of the college is done by the principle with the help of different committees. There are some practices adopted by the college for all-round growth of the students.