# SELF STUDY REPORT

## FOR

## 1st CYCLE OF ACCREDITATION

## GOVT. RAJKUMAR DHIRAJ SINGH COLLEGE, UDAIPUR SARGUJA (C.G.)

VILL SONTARAI PO PS TEH UDAIPUR

497117

http://govtrdscollegeudaipur.in

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July  2022**

# 1. EXECUTIVE SUMMARY

## 1.1 INTRODUCTION

Government Rajkumar Dhiraj Singh college udaipur is affiliated to Sant Gahira Guru University Ambikapur Surguja. The college established on 1th July, 2006 with the faculty of Art, Commerce,Science, the college started its work from higher secondary school and Janpad Panchayat Bhawan Udaipur, presently it was shifted its own building, which is well equipped with all college facilities. The college named after 'RAJKUMAR DHIRAJ SINGH' a freedom fighter, who was sentenced to Kaala- Pani for his armed rebellion against the British.

The college is located near Sontarai village on katghora- Ambikapur NH-130 only, 4 km away from world famous Paleolithic Sitabengra- Jogimara cave, in Ramgarh hill, where Mahakavi Kalidas composed his famous Khand-Kavya MEGHDOOTAM.

Situated on the foothill of Ramgarh hill, covered with teak forests, mainly rural and tribal students get education in this college, where the number of girls students has been recorded greater than the boys students.

The college started its journey in 2006 with 82 students, which has reached to 501 in the current academic year 2021-22. The college has a reach library facility where not only textbook but also reference books and the books for preparation of competitive exams are available. NSS unit and Red Cross society also have been established here, which plays a major role in the development of discipline, spirit of social service and moral values along with education among the students.

**Vision**

Holistic development of the students through quality higher education and to groom them sensible citizen of the country.

**Mission**

Mission of the institution is to make quality higher education accessible to all sections of society, including the tribal population of the locality of Surguja district in the state of Chhattisgarh to enhance skill of the youth for self reliant and sustainable development. The college strives to provide a platform for the students of rural area to groom and enhance their ability and talents with quality and value based education.

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

**Institutional Strength**

1. College is situated in the lap of natures in calm and clean environment with fruit trees, mango, Sal-teak in abundance, in such a proper environment is available for study.
2. Teachers provide education to the students with good care in a supportive environment, 29 CCTV

cameras have been installed in the campus for continuous monitoring and security of the college. Education is being provided keeping in mind the rural and tribal environment.

3. The functioning of the college is transparent and well organized.
4. NSS, Red Cross, and sports activity are working effectively.
5. Dedicated hardworking, disciplined, student's friendly and well qualified teachers and present.
6. Ragging is a punishable offense in the college and no case of ragging has been registered here so far.
7. Students' enrollment in the college is increasing every year. Despite being in limited facilities, and rural tribal area, there is a strong awareness among the students towards education, specially the number of girls students is more than boy students.
8. The students here are simple, soft spoken, obedient, and disciplined.
9. College is constantly striving in the development and spread of traditional and cultural values along with institutional values.

## Institutional Weakness

1. Lack of job oriented course.
2. Being in rural environment, there is a problem of Wi-Fi and internet connectivity.
3. There is a lack of boundary wall, canteen, and cycle stand.
4. The development program of sustainable energy has not yet been implemented.
5. Lack of permanent faculty.

## Institutional Opportunity

1. College can play an effective role for the development of students living in rural tribal environment and to do great motivation by setting a definite goal in their life.
2. The college has ample opportunity to pursue the girls students of rural tribal area in higher education.
3. Opportunity is available to motivate the students for higher education and competitive exams.
4. Green campus is likely to be used better in teaching and learning, such an environment is helpful in increasing creativity.

## Institutional Challenge

1. Most of the students come from economically backward and under privileged areas.
2. It is challenging to enhance academic quality, encourage research activity, and keep students motivated to continue reading and moving forward.
3. To continuously enhance the English language, communications skills, personality development in the corrective direction.
4. To boost the morale of the students for advanced study of digital learning and computer education etc.
5. Limited study and innovative tools.
6. Weak communication skills of students.
7. The college is located away from the city, so students face inconvenience in reaching the college.

# 1.3 CRITERIA WISE SUMMARY

## Curricular Aspects

Government Rajkumar Dhiraj Singh College, Udaipur Is affiliated to Sant Gahira Guru University, Surguja and it is working under Higher Education Department of Chhattisgarh government. It is a co-educational government institution where the number of girl's students is more than boys' students.

Undergraduate programmes run by the College in which are B.Sc., B.A., B.com courses in Hindi literature and English literature are also available. Effective delivery is ensured by the College by formulating its plan and strategy according to the syllabus. Our college follows the curriculum of Sant Gahira Guru University. Here's the unit of Red Cross programs of sports activities are for the all round development of the students through which inclusive development of the student is insured.

Connecting to the outer world, along with the curricular activities and exposure to the real world widen the knowledge and experience of the students. Issues of contemporary subjects like global warming, migrant problem, economic inequality, women empowerment, monetary policy, professional ethnics, a welfare, and human value are included in our curriculum. Continuous efforts are being made by the college to increase its performance and implement the important suggestion of students, alumni, staff members, JBS, IQAC, etc.

## Teaching-learning and Evaluation

The main basis of the academic system of the college lies in its teaching and learning process. In order to make this process effective and smooth, innovative plans and strategies have been introduced:

1. Programs for extracurricular activities, along with curricular activities, are conducted by the college as per the Academic calendar.
2. Following the reservation policy, students of all classes such as ST, SC, OBC, General category are admitted in the college.
3. The students are made aware of the teaching plan, evaluation process before the start of the session.
4. Efforts are being made to promote of PPT presentation, graphical representations, multidimensional diagrams as required by the faculty member by going beyond the chalk and talk method.
5. Efforts are being made to promote the use of online lectures, presentations through information technology; the work of replacing the Blackboard with Green board in all the classes is almost completed.
6. Along with curricular activities, students are made to participate in practical work, survey planning, NSS camp, sports activities to connect with the real world and external exposure.
7. Debate, quiz competition, essay writing competition are organized to enhance critical thinking, understanding and speech skills among students. For the moral upliftment of students and development of personal qualities, birth day of great personalities, scholars, leaders are observed.
8. For slow learners, faculty members solve their problem by taking extra classes.
9. College encourages its faculty members to join seminar, workshop, orientation courses, and refresher courses.
10. The teacher's diary is monitored by the principal to ensure that the academic activities are delivered effectively.
11. Students' academic progress is assessed by taking class tests.

## Research, Innovations and Extension

The College encourages its teaching staff members to attend refresher course, orientation course, seminar and workshop to promote innovation in the college. The college offers undergraduate courses. Which include B.com, B.Sc., and B.A. streams. The syllabus of these has been given place in the syllabus with innovative method and relevant topics.

All the important topics of science, business and humanities are covered in our curriculum. Practical subjects provide the students with the experience of laboratory work and outer exposure, along with curricular activities. The use of modern technology, information technology is encouraged in the college. Our institution constantly strives for technical literacy to promote the use of computer, Internet, scanning, web learning, etc.

During the COVID-19 pandemic people were made aware of the prevention of corona virus by organizing a vaccination program in the college with the help of NSS and initiative of the Red Cross. All interesting activities like tree plantation, cleanliness drive, women empowerment, voter awareness, cycle rally are conducted.

## Infrastructure and Learning Resources

A strong infrastructure is the first requirement for the smooth running of the teaching learning program in the college. With the commencement of its journey from the high school and Janpad panchayat Bhawan Udaipur in 2006, the college started mobilizing the necessary resources in September 2017, the college shifted in its own a fully equipped building.

Today, the college is spread over 2.5 acre campus, including 1650 square meter build up area in which 10 fully equipped classrooms and 5 laboratory facilities are available. Separate rooms NSS, Red Cross girls common room, principal chamber, exam control room, office available. All basic necessities of teaching learning program like table, chair, Blackboard, Green board are available.

The facility of reading cum library room is available in the college where about 3846 books of different subjects are available. Here, students and staff member get books in literature, competitive exam, novel, essay, poetry, story books in addition to text books.

The college is under constant surveillance with 29 CCTV cameras, electricity, and fan, light facility is available in all the classrooms. Water cooler purifier has been installed for the availability of cold and soft drinking water.

## Student Support and Progression

The college implements various activities for its student at the Academic level. At the time of admission students are provided basic information about the college, subject of studies, class plan, allotment of seats, availability of teachers and other information at the time of admission through the admission booklet the eligible students are given admission by following the procedure laid down by the state government:-

- Under the post metric scholarship the amount of scholarship is provided to the students in the quota of ST, SC, OBC, divyang, woman etc. which are directly transferred to their bank account.

- The college organizes various sports competitions, NSS programs, village survey, practical, etc. Programs for the multidimensional development of its student, so that along with the studies, the students get exposure to the real world.
- In the college, students are provided career guidance, necessary employment guidance, and also for preparation of competitive exams.
- The college encourages students to develop technical skills and create employment opportunities and develop traditional work related Skills in their community as well as enhanced agricultural production.
- The college organizes such as Blood donation Camp, National Youth Day program. Cashless transactions, Mask and vaccination awareness, health and hygiene awareness.
- If there is any difficulty related to subject requested by students concerned, extra classes are arranged for them, as well as personal advice from the concerned teacher can be availed.

## Governance, Leadership and Management

The college follows the guidelines and regulations of Sant Gahira Guru University along with the guidelines of the Department of Higher Education, Government of CG, and University grant Commission. The management of the college is well organized and progressive under the able leadership of the valuable and experience higher authority.

An effective internal discipline exists in the college under the leadership of the principal. The college runs its management system in a better way through major organization like Janbhagidari Samiti, IQAC, staff Council, different committee Etc.

There is a system of hierarchy in the college, in which arrangements have been made for function by rights, and responsibility at different levels. In the teaching department each subject has the post of a separate head of department, programme officer of incharge of NSS, Red Cross sports. There is availability of official staff at the post of assistant grade-2 to assist in the official work of the college.

## Institutional Values and Best Practices

The number of girls students in the college is greater than boys students due to which the objective of girls education and women empowerment has been strengthen here. Earlier girls used to get married in early age due to social practces which encouraged child marriage but the active role of college has attracted girls students for education.

Now the economically and socially backwards poor girls students of the tribal area have got the opportunity to join the mainstream in the society through education and stare important responsibility with this the dowry system has become weak and decreased the number of the cases of domestic violence.

Extensive work is being done by the NSS unit of the college for social services, awareness campaign and the grow of nationalism.

New changes are being given direction in the society by cycle rallies, voter awareness program, organizing blood donation camp, drug de-addiction campaign etc. The college provides a platform for the presentation of tribal rich tradition of locality through its various cultural programs. Our institute encourages the multidimensional development of the students in a holistic environment. Important national and international

days are observed in the college and work is done according to the constitutional goals.

# 2. PROFILE

## 2.1 BASIC INFORMATION

| Name and Address of the College | |
| --- | --- |
| Name | Govt. Rajkumar Dhiraj Singh College, Udaipur Sarguja (C.G.) |
| Address | Vill Sontarai Po Ps Teh Udaipur |
| City | UDAIPUR |
| State | Chhattisgarh |
| Pin | 497117 |
| Website | http://govtrdscollegeudaipur.in |

| Contacts for Communication | | | | | |
| --- | --- | --- | --- | --- | --- |
| Designation | Name | Telephone with STD Code | Mobile | Fax | Email |
| Principal | T. R. Dehre | 07774-251272 | 7587476709 | 07774-251272 | govtrdscollegeudaipur01@gmail.com |
| IQAC / CIQA coordinator | Purnima Suryawanshi | - | 9285368101 | - | punima350@gmail.com |

| Status of the Institution | |
| --- | --- |
| Institution Status | Government |

| Type of Institution | |
| --- | --- |
| By Gender | Co-education |
| By Shift | Regular |

| Recognized Minority institution | |
| --- | --- |
| If it is a recognized minroity institution | No |

| Establishment Details | |
| --- | --- |
| Date of establishment of the college | 18-07-2006 |

| **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 | View Document |

| **Details of UGC recognition** | | |
| --- | --- | --- |
| **Under Section** | **Date** | **View Document** |
| 2f of UGC | 20-10-2015 | View Document |
| 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/Approval details Institution/Department programme** | **Day,Month and year(dd-mm-yyyy)** | **Validity in months** | **Remarks** |
| No contents | | | | |

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

| **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 | Vill Sontarai Po Ps Teh Udaipur | Tribal | 2.5 | 2600 |

## 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 | BCom,Commerce | 36 | Higher secondary | Hindi | 180 | 71 |
| UG | BA,Hindi Literatue | 36 | Higher secondary | Hindi | 360 | 197 |
| UG | BA,Political Science | 36 | Higher secondary | Hindi | 360 | 263 |
| UG | BA,Economics | 36 | Higher secondary | Hindi | 360 | 102 |
| UG | BA,Geography | 36 | Higher secondary | Hindi | 360 | 250 |
| UG | BSc,Chemistry | 36 | Higher secondary | Hindi | 180 | 154 |
| UG | BSc,Zoology | 36 | Higher secondary | Hindi | 90 | 89 |
| UG | BSc,Botany | 36 | Higher secondary | Hindi | 180 | 154 |
| UG | BSc,Microbiology | 36 | Higher secondary | Hindi | 90 | 65 |
| UG | BA,English Literature | 36 | Higher secondary | English | 360 | 1 |

**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 | | | | 10 |
| Recruited | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 3 | 0 | 5 |
| Yet to Recruit | | | | 0 | | | | 0 | | | | 5 |
| 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 | | | | 6 |
| Recruited | 3 | 0 | 0 | 3 |
| Yet to Recruit | | | | 3 |
| 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 | | | | 3 |
| Recruited | 0 | 0 | 0 | 0 |
| Yet to Recruit | | | | 3 |
| 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/ LLD/DM/M CH | 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 | 2 | 3 | 0 | 5 |
| UG | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Temporary Teachers | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Highest Qualification | Professor | | | Associate Professor | | | Assistant Professor | | | |
| | Male | Female | Others | Male | Female | Others | Male | Female | Others | Total |
| D.sc/D.Litt/ LLD/DM/M CH | 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 |
| UG | 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/ LLD/DM/M CH | 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 |
| UG | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Details of Visting/Guest Faculties | | | | |
|---|---|---|---|---|
| Number of Visiting/Guest Faculty engaged with the college? | Male | Female | Others | Total |
| | 2 | 3 | 0 | 5 |

**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 | 200 | 0 | 0 | 0 | 200 |
| | Female | 301 | 0 | 0 | 0 | 301 |
| | Others | 0 | 0 | 0 | 0 | 0 |

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

| Category | | Year 1 | Year 2 | Year 3 | Year 4 |
|---|---|---|---|---|---|
| SC | Male | 5 | 12 | 16 | 11 |
| | Female | 14 | 12 | 10 | 10 |
| | Others | 0 | 0 | 0 | 0 |
| ST | Male | 96 | 126 | 120 | 126 |
| | Female | 167 | 151 | 161 | 156 |
| | Others | 0 | 0 | 0 | 0 |
| OBC | Male | 50 | 58 | 61 | 72 |
| | Female | 73 | 79 | 74 | 66 |
| | Others | 0 | 0 | 0 | 0 |
| General | Male | 16 | 20 | 16 | 25 |
| | Female | 33 | 27 | 25 | 17 |
| | Others | 0 | 0 | 0 | 0 |
| Others | Male | 0 | 0 | 0 | 0 |
| | Female | 0 | 0 | 0 | 0 |
| | Others | 0 | 0 | 0 | 0 |
| Total | | 454 | 485 | 483 | 483 |

## Institutional preparedness for NEP

| 1. Multidisciplinary/interdisciplinary: | NEP is going to adopted by the Sant Gahira Guru University Ambikapur for the session 2022-23. Our institute is affiliated to university therefore we follow all the rule and regulation implemented by the |
|---|---|

| | university. In this regard for awareness among our students we organize workshop on institutional preparedness for NEP. We conduct the information on multidisciplinary/ Interdisciplinary and appropriate of Indian Knowledge System. |
| --- | --- |
| 2. Academic bank of credits (ABC): | In our institution The academic Bank of Credit ( ABC) system will be implemented based on National e-Governance Division ( NeGD) of Ministry of Electronics and Information Technology under the DigiLocker frame work. We provide the facility of opening academic accounts by the students. All admitted students of our college from session 2022-23 provide the Academic bank of credit system. |
| 3. Skill development: | Some skill development courses will be implemented in our college which will be benefited to tribal students of this area. Mushroom cultivation, Local cultural based programme and agriculture forming will be planned in coming future. |
| 4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course): | To provide the appropriate integration of Indian Knowledge system such as teaching in Indian language, moral values, technical terminology, culture among students some audio/video online courses will downloaded and provide to students |
| 5. Focus on Outcome based education (OBE): | Our syllabus is designed by the university , in this syllabus we always focus on out come . The courses which are taught to students in arts, science and commerce related to what outcome gain by the students |
| 6. Distance education/online education: | Our institution is affiliated to Sant Gahira Guru Sarguja University Ambikapur. We are not running any distance education course. But we provide the downloaded on line lecture and provide to students from time to time. |

# 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 |
|---------|---------|---------|---------|---------|
| 98 | 98 | 98 | 98 | 98 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |

### 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 |
|---------|---------|---------|---------|---------|
| 454 | 485 | 478 | 483 | 434 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |

### 2.2

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 139 | 139 | 139 | 139 | 139 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |

## 2.3

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---|---|---|---|---|
| 90 | 61 | 67 | 62 | 39 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |

# 3 Teachers

## 3.1

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---|---|---|---|---|
| 1 | 2 | 4 | 5 | 7 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |

## 3.2

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---|---|---|---|---|
| 10 | 10 | 10 | 10 | 10 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |

# 4 Institution

## 4.1

## Total number of classrooms and seminar halls

**Response: 11**

**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 |
|---------|---------|---------|---------|---------|
| 2.11    | 2.46    | 1.19    | 8.17    | 1.77    |

**4.3**

**Number of Computers**

**Response: 2**

**4.4**

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

**Response: 1**

# 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 Rajkumar Dhiraj Singh College Udaipur is affiliated to Sant Gahira Guru University Ambikapur, Surguja. The College adopts the curriculum prescribed by the university, for which the college prepares teaching- learning plan for effective implementation and also ensures internal assessment, seminars and workshop, in which innovative and dynamic issues are discussed.

TIME- TABLE : - Adopting the slogan 'management of time is the management life' the college has insured the time table for an effective academic program, the time table committee headed by the principal, declares the time table for academic and co- curricular activities. At the beginning of each academic session, this information is also displayed on the notice board.

TEACHING PLAN AND DAILY DIARY: - In order to ensure effective delivery of teaching plan daily diary is maintained by the teachers for managing the teaching plan as per the need to throw light on each aspect and develop the strong understanding among the students. The checking of the daily diary of the teachers is done by the principal.

TEACHING AIDS: - To develop a strong understanding, students are encouraged to ask questions to the teachers. Teaching aids like Chart, map, measurement, atlas, globe, group discussion, e-learning, field trip, project etc. are used for smooth and easy delivery of the curriculum.

LIBRARY : - The college provides library facility for its student and faculty members, which not only have text books but also have reference books and books related to competitive exam, research activity, Literature, novel, comics, story etc. there are about 3846 books in the library, which develops innovative idea and logical thinking power in the students.

LABORATORY: - There are five laboratories in which all facilities are available for practical subject, which have optimum utilization. Lab work and field work are two important aspect of practical subject, teacher guides and helps the students in their practical and field works.

TEACHERS SUPPORT: - College management encourages teachers to participate in research activities like orientation and refresher courses, workshops and seminars to able to generate creative, innovative and new ideas, it also helps to increase the academic competency of teachers.

| File Description | Document |
|---|---|
| Upload Additional information | [View Document](#) |
| Link for Additional information | [View Document](#) |

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

**Response:**

Being affiliated to Sant Gahira Guru University Ambikapur, Rajkumar Dhiraj Singh Government. The college follows the academic calendar issued by the state Govt and university. Before the commencement the academic session college prepares its own academic calendar. As per academic calendar provided by the State Govt and the university.

The main Purpose of preparing the academic calendar is to divide the curricular and co-curricular in to manageable parts and adopt it according to the interest of the students and make the students and teachers aware of dates of the calendar. After the admission process is completed, teacher starts taking regular classes. The internal assessment is done by the college from time to time, like class tests, quarterly and half yearly exams and class seminar are conducted. Various committees are constituted by the principal of the college to ensure the academic activities, and strict adherence to the academic calendar is ensured through its proper monitoring in monthly meetings.

The college organizes annual sports, cultural activities, organizes special camps of NSS, Conference on cross cutting issues, according to the academic calendar. Internal assessment is conducted twice a year as per the academic calendar; unit test is also organized every month. The question Paper is prepared by the subject teacher. After the examination the evaluation of the answer sheets, they are shown to the students and their doubts are cleared. Tests are conducted usually after the completion of the syllabus which helps the students to prepare themselves for the annual examination conducted by the university.

For slow learners extra classes are conducted to bring them in main stream. Effort are made to inculcate the desire to know and learn by using charts, maps, group discussion and by encouraging them to ask question.

| File Description | Document |
|---|---|
| Upload Additional information | [View Document](#) |
| Link for Additional information | [View Document](#) |

## 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:** B. Any 3 of the above

| File Description | Document |
| --- | --- |
| Institutional data in prescribed format | [View Document](#) |
| Details of participation of teachers in various bodies/activities provided as a response to the metric | [View Document](#) |

## 1.2 Academic Flexibility

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

**Response:** 100

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

Response: 03

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

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

**Response:** 0

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 |
| --- | --- | --- | --- | --- |
| 0 | 0 | 0 | 0 | 0 |

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

**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 |

| File Description | Document |
|------------------|----------|
| Details of the students enrolled in Subjects related to certificate/Add-on programs | [View Document](#) |
| Any additional information | [View Document](#) |

## 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 college includes issues like sustainable Development, professional Ethics, Human values, Women Empowerment, Gender Equality in its curriculum. Academic learning as well as co- curricular activities is organized in the College on cross-cutting issues. In order to develop the right understanding among the students on cross- cutting issues, the academic activities in the College are linked with contemporary issues.

Environment: Environmental studies have been introduced as a compulsory Subject in the curriculum of BA, BSC, and B.com first year. All dimensions of environment have been included in the course to increase the awareness among the students. The impact of the environment on human life and the impact of human activities on the environment has been discussed in detail issues like climate change, global warming, water pollution, air pollution, soil Pollution, Forest and wildlife, national park, Sanctuary are described through various diagrams and interesting way of representation. People are made aware on environmental issues through village camps for by the NSS unit of the college. The tree plantation, cleanliness drive, is actively implemented for the protection of the environment in the spirit of community service.

Human values and professional ethics: - The professional success of any institution can be judged by how much it nurtures human values in the society. Through the college curriculum, the teaching and learning is ensures that the needs of the society and social welfare are commensurate with curricular an extra- curricular activities. All classes of have been provided with detailed information about professional ethics, apart from this information has been given about this, in literature, humanities and science subjects also.

Gender sensitivity: -

* Sanitary napkin vending machine has been installed in the college, under Suchita scheme.

* Awareness is being spread through various programs such as prevention of child marriage seminars are organized on women empowerment and gender equality.

* Effort being made for women's education and economic empowerment of women. As a result of which from previous academic session, the number of girls student in the college is greater than the boys student.

Sustainable development:- awareness campaign along with cleanliness is being run by NSS unit of the college to keep the College Campus plastic free.

* Most of the students use eco-friendly vehicles like bicycles.

* students are encouraged to Participate in environmental friendly program like, production of organic manure, water conservation, tree plantation, celebration of environment Day (5th June), world forestry day ( 21st  march), ozone day ( 16th  September), Earth day (22nd  April) etc.

| File Description | Document |
| --- | --- |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | [View Document](#) |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | [View Document](#) |

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

**Response:** 4.08

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 |
| --- | --- | --- | --- | --- |
| 4 | 4 | 4 | 4 | 4 |

| File Description | Document |
|---|---|
| Programme / Curriculum/ Syllabus of the courses | [View Document](#) |
| MoU's with relevant organizations for these courses, if any | [View Document](#) |
| Institutional data in prescribed format | [View Document](#) |

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

**Response:** 21.59

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

Response: 98

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

## 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:** B. Any 3 of the above

| File Description | Document |
|---|---|
| Any additional information (Upload) | [View Document](#) |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | [View Document](#) |
| URL for stakeholder feedback report | [View Document](#) |

**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:** B. Feedback collected, analysed and action has been taken

| File Description | Document |
|---|---|
| URL for feedback report | [View Document](#) |

# Criterion 2 - Teaching-learning and Evaluation

## 2.1 Student Enrollment and Profile

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

**Response:** 64.81

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 454 | 484 | 478 | 483 | 434 |

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

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 720 | 720 | 720 | 720 | 720 |

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

**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:** 134.68

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 |
|---------|---------|---------|---------|---------|
| 159 | 186 | 192 | 208 | 191 |

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

## 2.2 Catering to Student Diversity

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

**Response:**

The college organizes special programs to enhance the learning and understanding level of students. The learning process is balanced by identifying advanced learners and slow learners just after the admission through oral tests, performance in the last exams and special observation in classrooms in the beginning only; it is ensure that they are treated equally.

The aim of the college is to prepare the students for the challenges of life.

At the beginning of the academic session students are inducted to the college and the affiliated university's mission, vision, objective code of conduct etc. so that the students can familiarize themselves with the environment of the college.

Activities for slow learner

Slow learners are directed to prepare assignments so that they can overcome their shortcomings by practicing that topic again and again. Study material and notes are provided to them in easy and simple language.

Efforts are made to know the reasons behind the slow learning of the students. Problems are identified and resolved through academic and individual counseling.

After the completion of the class, students are asked random questions so that they remain aware of the topic taught and understand their essence.

This develops the ability in the students to learn and grow competitively, so that they come in the main stream.

The question papers of previous year exams are provided to the students. This helps them to understand the examination scheme, pattern of questions, and obtained marks allotted.

Activities for advanced learners

- Advanced learners are encouraged to participate in various workshops, seminars, and quiz competitions, to enhance their problem solving ability.
- Advanced learners are encouraged to take admission in various advance courses depending on their academic goals, area of interest etc.
- Advanced learners are provided with information about coaching, career guidance, to get into the field like civil services, banking, SSC, NDA, entrepreneurship etc.
- Advanced learners are advised to read high level reference book according to their interest and goals, so that creative imagination can develop in them.
- Advanced and slow learners are never seen from the point of view of discrimination in the

classroom, rather quality is treated according to the policy of 'SAB PADHE, SAB BADHE'. The aim of education is to eradicate this discrimination and make continuous efforts towards the upliftment of mankind.

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Paste link for additional Information | View Document |

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

**Response:** 454:1

| File Description | Document |
|---|---|
| Any additional information | View Document |

## 2.3 Teaching- Learning Process

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

**Response:**

According to the calendar provided by the state Govt and the parent university at the beginning of the academic session, the institution uses various methodologies to enhance the learning process.

As the academic session starts, all the teachers get involved for effective teaching as per the plan. Question- answer session is organized by the teachers in their classes; students are encouraged to ask more and more questions helps in arousing interest in the students, increasing awareness of the subject, and the competition among the students.

Experiential learning is the process of learning by doing, students gain insight into their own competencies, skills, value and passion through experiential, field trip are organized by the department of geography that give students a visual experience and discusses information about new opportunities by giving them exposure.

The first year students are given project work under environment studies, for which they have to practice and work in outer world to collect environmental facts. This work connects the learning process with the real world.

The required elements are used by the college faculty in teaching and learning to the students in an effective manner through PPT presentation, in the science subject, the concept learned from the theory in the classroom by going to the laboratories and doing practical tests are clearly understood, in the observation. Students can record all the practical facts, so that they can explore new knowledge and

research in his practice.

The teaching and learning process adopted by the college

1. Team work- the college encourages the students to work in the spirit of teamwork. Through NSS village adoption NSS camps, tree plantation, covid-19 campaign cashless transaction, swachh bharat abhiyan etc. Efforts are made to work together and develop social welfare as a trend of living everyone's progress is their own progress this feeling has been imbibed.
2. Leadership- to work in the spirit of teamwork, the organisation needs a good leadership, so in every community program it is ensured that the students come forward and take the lead and take decision in the interest of the group. The skilful, right direction of the group and the spirit of taking everyone along in the group are developed.
3. Project work and field visit – practical knowledge is enhanced through activities like exposure to the outer world, field visit etc. along with theoretical studies in the college, programs like drug de-addiction campaign and covid-19 appropriate behaviour were conducted in the villages adopted by the NSS camps, many programs have been organised for voter awareness campaign under the sweep program. To avoid the covid pandemic, the villagers were made aware to the use of mask, social distancing, and vaccination.
4. Debates – debate is organized on various occasions in the college to bring forth the view of the students on a neutral topic and get new informations, this crates the habit of listening the views of others and expressing agreement or disagreement among themselves.
5. Career guidance – career counselling and guidance are organized from time to time to advance the student for the Competitive examination, civil services, army, computer courses, skill development (Pt. Deendayal Upadhyay skill development program) subject information is given.

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Link for additional information | [View Document](#) |

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

**Response:**

The process of providing education through information and communication Technology is called ICT. Learning tools are used to ensure easy and accurate delivery of information. Large scale education and dissemination of information through computer, scanner, printer, CPUs, internet connections have been widely supported.

During the period of covid-19 pandemic, ICT was widely used by the faculties of the college; students of all classes were included in whatsApp group in class wise, for which regular classes were conducted through ICT. During this pandemic period, many webinars & seminars were organized. Educational material was made available to the students through Google meet and through zoom meeting. Computer projector, laptop, printer, scanner, facilities are available in the Institution for the use of ICT technology, which plays an important role in the delivery of online content and effective learning.

Before Covid-19 the Institution used to minimum use of ICT, but in the changed situation in the college, a comprehensive change was adopted. Moving beyond the chalk and talk method, information technology and communication skills were used well. Interactive and collaborative online platforms were used by the entire faculty including tools such as WebEx, zoom meetings, Google meet, Google forms.

Various committees of the college expressed their views on cross-cutting relevant issues through online webinar, class seminars in which there was active participation of the students. Keeping in view the important role of ICT in teaching method the Institution is trying continuously to improve its technical tools. To make the learning and evaluation process simple and easy, the use of ICT has become imperative; hence the Institution is trying to take new initiatives to spread digital literacy.

Study material was made available to the students virtually by ICT and where needed- chart, diagram, maps etc. were presented through projector's HD diagrams and 3D visual display techniques were used by the responsive faculties to explain the practical subject.

Online platforms like YouTube and Wikipedia were also used carefully. The college is continuously making progress in increasing the use of ICT and enhancing its digital accessibility.

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process. | [View Document](#) |

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

**Response:** 454:1

2.3.3.1 **Number of mentors** ?????????????? ???????

Response: 1

| File Description | Document |
|---|---|
| Upload year wise, number of students enrolled and full time teachers on roll. | [View Document](#) |
| Mentor/mentee ratio | [View Document](#) |
| Circulars pertaining to assigning mentors to mentees | [View Document](#) |

## 2.4 Teacher Profile and Quality

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

**Response:** 38

| File Description | Document |
|---|---|
| List of the faculty members authenticated by the Head of HEI | |
| Institutional data in prescribed format | |
| Any additional information | |

**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 | |

**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

2.4.3.1 **Total experience of full-time teachers**

Response: 06

| File Description | Document |
|---|---|
| Institutional data in prescribed format | |
| Any additional information | |

## 2.5 Evaluation Process and Reforms

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

**Response:**

The college follows the rules and regulation of the internal evaluation process issued by the SANT GAHIRA GURU UNIVERSITY. Theoretical, practical and project work offered by the college is assessed by the college through internal examination and university annual examination.

Through internal assessment, the college ensures that the progress of the student is enhancing properly and the problems faced by the students are resolved by the faculties as soon as possible. College is striving to enhance the progress of learning and understanding the students strategically and technically.

As soon as the academic session starts, the college faculty introduced the students to the important component of their syllabus and classroom curriculum so that they can focus on the main issues and learn the aspects related to it.

By conducting internal unit tests, students understanding and interest towards the subject are assessed.

Internal assessment is conducted quarterly, half yearly, yearly, thrice to make the students we'll prepared before the main examination.

During the internal examination, the attendance register, question papers are analyzed. The internal examination process of the faculty and the progress index of the students are supervised by the internal examination committee.

After the examination the obtained mark in the answer sheet performance of students writing skills and the questions asked by the students are answered by the faculty members. Students can talk to the respective faculty individually about their problem and get their solution.

Class test, assignment, group discussion, debates; question-answer session etc. are conducted by the faculty as a part of the effective evaluation process of the students.

| File Description | Document |
|---|---|
| Any additional information | [View Document](#) |
| Link for additional information | [View Document](#) |

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

**Response:**

The grievance redressal mechanism is a measurement tool for the effective functioning and efficiency of an Institution. It provides important feedback for improving the Institutional performance; many important steps are taken in our Institution by the principal, HOD's and examination superintendents to maintain the discipline and transparency as –

1. For effective conduction of internal assessment, an internal evaluation committee has been formed under the supervision of senior teacher, in which faculties and HOD's of other department have been included as members.
2. CCTV cameras have been installed in the college, so that the examination can be monitored during the examination, and the examination can be conducted with transparency.
3. Our Institution follows the rules and regulations issued by the affiliating university in the internal examination. The college strictly follows the examination schedule.
4. In the beginning of the academic session, the students are informed about the internal assessment by the faculty, due to this if the students have any doubts related to the examination plan and syllabus then they get the solution from the concerned faculty before the examination.
5. Time table and seating plan are displayed on the notice board. All the process and challenges that come during the examinations are finally settled by the examination committee of the college.
6. After the assessment of the internal examination, the answer sheet is shown to the students so that the transparency of the evaluation process can be made.
7. If any students have any dissatisfaction with the evaluation process or any question and answer then they can directly talk to the concerned faculty members. If any problems are found in the assessment process, they are settled by the examination committee.
8. The evaluation methodology of the internal examination is designed with such a framework that the students can prepare themselves for the annual examination.

| File Description | Document |
|---|---|
| Link for additional information | [View Document](#) |

## 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 Institution keeps their students and faculty members aware of their program and course outcomes. There are three programs offered by the college –

- B. A
- B. Sc.
- B. Com

The college through its UG program is moving ahead in the direction of nurturing the human values in the students and making them responsible citizens. The college guides students as follow by way-

1. To enhance the ability of students to learn and understanding and develop their communication skills, so that they can develop ability to understand the concept of the subject in depth.
2. To develop such emotion and feeling of love and kindness in the students, so that they can develop a sense of service and belonging to the society. The spirit of 'VASUDHAIV KUTUMBAKAM' can be developed.

3. To develop the critical thinking abilities in the students so that the mindset of rationality and verification of the facts can be strengthened in them.
4. Through all program courses like foundation course, the art of listening, reading, writing, speaking is developed in the students, proficiency in Hindi and English language is an important outcome of our F.C. courses.
5. Through common subject environmental studies and human rights for the first year of our UG program, students have an understanding of the environment around them, the awareness of human rights and its duties.
6. For keeping the environment healthy the role of individual and the programs of social contribution are promoted to the students.
7. The understanding of economics, politics, geography and literature is developed in the students through the art program. Policy Constitution, political activities, national income, monetary policy, inflation, stock market, economic development, growth, geographical features, rivers, mountain, lakes, minerals, geomorphologic studies etc. Hindi literature and English literature are thought. Literature is the mirror of society, which helps to develop the right understanding of society in the individual.
8. Through science- oriented program, the pattern of knowing and understanding the subject is developed in the students through systematic, classified and scientific mode. Science is encouraged for the use of human and world welfare.
9. Through B. Com program, students should be made aware of the efforts to bring economic prosperity in the society through the study of component like trade, business, production, distribution, consumption, economic equality, measures to deal with poverty, accounting, budgeting, business is inspired too.

| File Description | Document |
|---|---|
| Upload COs for all courses (examples from Glossary) | View Document |
| Paste link for Additional information | View Document |

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

**Response:**

Evaluation is an important component in the teaching-learning process that enhanced the depth and intensity of the learning experience; program outcome and course outcome are measured in our Institution by the following points-

1. Successful maintenance of co-curricular activities along with academic learning calendar is ensured. For this the principal, IQAC, and time table committee do continues monitoring.
2. Progress of students is monitored through project work, assignment, test, and practical exam etc. at the beginning of the academic session, the study strategy is prepared by the Institution after analyzing the previous year results.
3. A threshold value is determined for all subjects, and course outcome is measured on the basis of a score equal to or greater than this value.

4. Faculty of the Institution analyzes course by accurate management of the time, neutral analysis of course outcome, on the basis of the results obtained. The work is done by the faculty to achieve good results by making efforts and continuous improvement in the concerned area.

5. Efforts are made by the faculty members to know the reasons for the slow learning in personal counseling session with the slow learner students. Parents are also consulted to if required.

6. Students are motivated by the Institution to become self-reliant and live with self-respect, along with academic studies.

Career guidance on employment planning issues and guidance on competitive exams preparation etc. is provided.

1. Apart from the academic calendar our Institution encourages its students to enrich themselves economically, culturally, become socially responsible by developing teamwork spirit and leadership abilities.

The quality of sportsmanship, spirit to serve people is inculcated in the students through NSS, sports, Red Cross etc. By participating in the issues related to blood donation, voter awareness, drugs de-addiction campaign etc. The path is paved for taking the students forward in the direction of making a healthy society and strong nation by participating in programs related to public welfare.

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Paste link for Additional information | [View Document](#) |

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

**Response:** 93.45

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 |
|---|---|---|---|---|
| 150 | 101 | 97 | 102 | 84 |

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 |
|---|---|---|---|---|
| 151 | 103 | 104 | 104 | 107 |

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Institutional data in prescribed format | [View Document](#) |
| Paste link for the annual report | [View Document](#) |

## 2.7 Student Satisfaction Survey

**2.7.1 Online student satisfaction survey regarding teaching learning process**

**Response:** 3.34

| File Description | Document |
|---|---|
| Upload database of all currently enrolled students (Data Template) | [View Document](#) |

# 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 | Document |
|---|---|
| Institutional data in prescribed format | [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 programes**

| 2020-21 | 2019-20 | 2018-19 | 2017-18 | 2016-17 |
|---------|---------|---------|---------|---------|
| 10 | 10 | 10 | 10 | 10 |

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

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**

**Response:** 2

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 | 1 | 1 |

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

## 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 college is committed to the multidimensional development of the students. Various programs are being organized by the college to prepare the students for shouldering the important responsibility of the society and the nation and to motivate them for their own multifaceted development.

In addition to curricular activities students are encouraged to engage in outer activities for exposure. The College ensures active participation in the activities of the practical life, along with theoretical studies for the students. The college's outreach program and extracurricular activities plays an important role in the development of physical, mental and emotional skills of the students.

The college is established in the tribal village area. Hence, there is more scope for holistic development of the students as they are deeply involved with practical aspects more than bookish learning. In this community spirit, simple behavior, traditional skills Present in themselves due to which the college gets a good and healthy background for their development the college organizes the following programs regularly along with its activity, like –

- An active unit of NSS is functioning in the college, which promotes community service by inculcating the spirit of cooperation and service among the villagers through camp program every year. The program was organized by NSS in poota in 2017, Pandripani in 2018, Mrigadand in 2019, sontarai in 2020 and doomardih in 2021.
- Organizing sports activities in the college by Red Cross and Sports Unit. Students are encouraged to participate in district level sports events.
- World Environment Day is celebrated every year on 5th June to bring environmental awareness. Students are made aware about sustainable development, plastic free campus, tree plantation, water conservation and use of renewable energy resources.
- Voter awareness campaign is run by the students under sweep program every year on 25 January.

Voters who have completed 18 years of age are motivated to vote by organizing voter Awareness Day program.

- By organizing international Yoga Day on 21st June. Students and people are motivated to adopt health benefits activities through yoga.
- On the day of national importance like 15th August, 26th January programs are organized in the college to create awareness of nation building national and integrity. The students memorize that the freedom we have got was achieved through long struggle; sacrifice and the spirit of true patriotism keep such sacred memory and feeling in the heart.
- Students are motivated to donate blood by organizing blood donation camp under the joint aegis of NSS and Red Cross unit of the college.
- People are motivated to preserve the traditions and rich cultural heritage of tribal rural culture. Despite the ill effects of western culture, Pop Music College provides a public platform for the presentation of regional Culture in their cultural program in which students are encouraged to participate.

| File Description | Document |
|---|---|
| Paste link for additional information | [View Document](#) |

**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:** 60

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 |
|---------|---------|---------|---------|---------|
| 10 | 13 | 14 | 11 | 12 |

| File Description | Document |
|------------------|----------|
| Reports of the event organized | [View Document](View Document) |
| Institutional data in prescribed format | [View Document](View Document) |

**3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**

**Response:** 97.04

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 |
|---------|---------|---------|---------|---------|
| 375 | 547 | 503 | 403 | 439 |

| File Description | Document |
|------------------|----------|
| Report of the event | [View Document](View Document) |
| Institutional data in prescribed format | [View Document](View Document) |
| Any additional information | [View Document](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:** 1

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 |
|---------|---------|---------|---------|---------|
| 1 | 0 | 0 | 0 | 0 |

| File Description | Document |
|---|---|
| Institutional data in prescribed format | View Document |
| e-copies of linkage related Document | 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:** 2

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 |
|---|---|---|---|---|
| 02 | 00 | 00 | 00 | 00 |

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Institutional data in prescribed format(Data template) | View Document |
| e-Copies of the MoUs with institution./ industry/ corporate houses | 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:**

Infrastructure and learning resources

Physical Facilities - The government RAJKUMAR DHIRAJ SINGH College started its journey 15 years ago from janpad panchayat bhawan in 2006. During that time the college didn't have facilities like library, computer, and laboratory students used to study and learning with simple facilities in the raw building.

In September 2017, the college shifted to its own new building. The college has established laboratory, library, well maintained classrooms, computers and other necessary facilities.

As –

1. The college campus is spread over a total area of 17 acre (under acquisition process), in which the construction of new college building has been done in 1650 square meter.
2. The college has 10 classrooms with adequate seating capacity, electrification, tube lights, fans etc.
3. There are 5 laboratories with modern equipments of Microbiology, Chemistry, Botany, Zoology and Geography.
4. The college has a well furnished resourceful library where sitting Facilities are also available. Not only text books are available, but quality books are available.
5. Girls common room is available with all the facilities.
6. A sports and red cross cell is available in the college, where all the sports equipment are kept.
7. In case of power cut 12 volt capacity battery is available in the college.
8. The college has its own bore well with 24*7 clean water supplies; facility of overhead water tank is also available.
9. The facility of a Hall, an examination control hall, an NSS office, a sports room, an office room, principal chamber and teaching staff rooms are available here.
10. There are two computer system, two printers, and one photocopy machine.
11. 29 CCTV cameras have been installed in the college campus so that the entire campus remains under constant surveillance.
12. Moving beyond the chalk and talk method, now the college is promoting the use of technology to provide education through online platform.

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Paste link for additional information | [View Document](#) |

**4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor),**

**gymnasium, yoga centre etc.**

**Response:**

A healthy mind lives in a healthy body, mental stability and concentration can be achieved only if the body is healthy. As we know that sports and games are not only physical activity, but it enhances discipline, adaptability, physical fitness, happiness and sense of co-operation in the students. Sports develop qualities like planning strategy, teamwork and leadership in the individuals.

The college carries our cultural values and tradition, through cultural programs; students are able to express themselves in different dimensions of life, due to which the attachment for their locality increases in them, as well as is aware of its preservation. Through cultural activities, the hidden talent of the students is revealed. Many important works is done by the college to promote sports and cultural activities such as –

**SPORTS**

Outdoor games –

The college campus is spread over an area of about 2.5 acre in total area 17 acre (under acquisition process). In this, a playground has been made for sports activities. Sports events are organized every year according to the academic calendar, various outdoor games like cricket, kho-kho, kabaddi, volleyball race etc. are organized by our college, the college has an active participation in the inter college and district level outdoor games competition, NSS and the sports unit successfully undertakes outdoor exposure and sports activities.

Indoor games –

Through indoor games, students are made to participate in the activities like games, in which their mental ability, understanding ability, and communication skills are improved. Students playing games like carrom, badminton, puzzle solving, ludo, etc.

**Cultural activities**

Our Institution encourages creative and artistic initiatives for holistic development of students. The college organizes function every year, on national festival like Independence Day, Republic Day. Various cultural programs are organized in the college in which the spontaneous expression of prosper regional tribal culture attracts everyone's attention. Students who excel in the cultural programs are encouraged by way of prize, certificates etc.

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Paste link for additional information | View Document |

**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:** 9.09

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

Response: 01

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Institutional data in prescribed format(Data template) | [View Document](#) |
| Paste link for additional information | [View Document](#) |

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

**Response:** 99.16

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 |
|---|---|---|---|---|
| 2.11 | 2.46 | 1.14 | 8.17 | 1.77 |

| File Description | Document |
|---|---|
| Upload audited utilization statements | [View Document](#) |
| Upload any additional information | [View Document](#) |
| Institutional data in prescribed format(Data template) | [View Document](#) |

## 4.2 Library as a Learning Resource

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

**Response:**

Library is the center point of knowledge, teaching and learning 3846 books are available in the library. Text books of various subjects are available in our college library. Book written by different authors of different dimensions of art, commerce, and science subjects are available. As per the requirement of the students and teachers.

According to the convenience of the readers, the library has been set up in a separate Hall, where students, teachers, staff members can sit comfortably and read the books and books related to competitive examination.

The college library has not been automated. Books are issued and returned manually, books issuance, submission; record keeping is also done through manual register record. The library committee ensures that all the students required books are available to them, if there is any new demand related to the books of the students, then every effort is made to fulfill it by the college authority, students are consulted to make available books as per their requirements. The suggestion of the teachers is also used to enrich the library.

In the library, lighting fan, seating arrangement is maintained properly. Correspondence is being done with the higher authority for making computer arrangements here; the library is playing an important role in providing books to the students, who are financially weak to buy books.

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Paste link for Additional Information | View Document |

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

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Institutional data in prescribed format(Data template) | View Document |

**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:** 0.61

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 |
|---------|---------|---------|---------|---------|
| 0.57 | 0.37 | 0.32 | 1.77 | 0.04 |

| File Description | Document |
|------------------|----------|
| Institutional data in prescribed format(Data template) | View Document |
| Any additional information | View Document |

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

**Response:** 1.54

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

Response: 7

| File Description | Document |
|------------------|----------|
| Details of library usage by teachers and students | View Document |

## 4.3 IT Infrastructure

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

**Response:**

Our Institution is committed to provide our students with futuristic facilities so that they can access digital learning using these resources, for this availability of it facility is essential. In the college, students and teachers get IT facility through one projector, two computer system, two printers, one photocopy machine Wi-Fi adaptor etc.

1. College teachers provide virtual classes to the students through Google meet, zoom meeting, WebEx etc. online classes were made possible due to the use of IT facilities during the Covid-19 pandemic.
2. As the need of the hour, the faculty members are using power point presentation, YouTube videos, google, Wikipedia, to enhance the learning, and understanding of the students.
3. Faculty members of the college use scanner, printers, computer, and their official work.
4. The college website has been developed to make available information like activities, information to the students related to the college.
5. Portable Wi-Fi, facility is available with the college which can be used anywhere in the college campus.
6. 29 CCTV cameras have been installed in the college so that the activities can be monitored here. A

special monitor has been installed in the principal room.

7. The online process technology is used by SANT GAHIRA GURU University for admission to UG programs. Necessary links and information are made available on the university website to complete the admission process, our Institution being affiliated to the university accepts all its term and conditions.

8. The entire process is also completed online for the scholarship provided to the students. Students have to submit the hard copy of the online application form to the college after filling their required information on the scholarship portal. Scholarships are sent through RTGS or online money transfer in the bank account of the students.

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Paste link for additional information | View Document |

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

**Response:** 454:1

| File Description | Document |
|---|---|
| Upload any additional information | View Document |

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

**Response:** A. ?50 MBPS

| File Description | Document |
|---|---|
| Upload any additional Information | View Document |

## 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:** 99.16

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 |
|---|---|---|---|---|
| 2.11 | 2.46 | 1.14 | 8.17 | 1.77 |

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Institutional data in prescribed format(Data template) | [View Document](#) |

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

**Response:**

Our college is governed by CG government, so that the government agency PWD is authorized for its maintenance and construction work. For the maintenance enhancement of infrastructure in our Institution, various committees have been constituted which work for policy making.

- Public – participation committee. (Janbhagidari committee)
- Purchasing committee
- College development committee
- I.Q.A.C. committee
- A.F. Committee

Janbhagidari committee works in our Institution for maintenance of physical facilities like classroom, sports, laboratory, water supply, electricity availability, repair of electric items etc.

Purchasing committee is responsible for ensure the purchase rule of state Govt. that the appropriate and quality materials are procured with transparency.

The College Development Committee is responsible for ensuring that all the major- minor maintenance work, civil work, Internal and external development work is as per the proper norms by the PWD, as it is a govt.

In the meeting of the IQAC, it is recommended to upgrade the technical and managing system of the college and correspondence should be made with the concerned officials for construction work, repair work and other needed works.

Laboratory –

The laboratories of our Institution is maintained and up to date by the respective teachers, regular cleaning and necessary repairing of equipments are carried out.

Innovative and good quality practical tools have been installed to give the students a good practical experience and to clear the basic understanding. Separate labs rooms have been set up for each practical department; teachers support in the practical work of the students. Every effort is made by the Institution to maintain the equipments and to maintain their efficiency.

Library –

Books in the library are arranged in racks and almirah in the systematically and subject wise. Arrangements have been made for the students and staff members to sit and read here in holistic environment. The furniture, notice board, book distribution system is checked from time to time and changes are adopted as per the requirement. The work of arranging quality abstract innovative and updated book is done by the library committee. 3846 books are available in the library.

Sports –

Our Institution provides facilities of indoor and outdoor games to its students. A separate sports room has been made for the maintenance of sports materials. The necessary materials are arranged for the students by the sports committee.

Computer –

There are 2 computer system in our Institution in which UPS, CPU, printer, WI-FI connectivity system is available, these are used for academic work by the students, teachers, staff members as per the requirement. To increase the availability of computer system storage, internet connectivity and IT related maintenance work efficiently are completed in a manner.

Classroom –

The college has 10 classrooms; great attention has paid in the classroom to make the teaching learning program effective and hassle free. There are facilities like furniture, tube light, fans available. Classroom, furniture, Electricity supply, water supply, of different departments as per the instruction given by HOD's And principal, Maintenance of everything are completed.

Sanitation –

Adequate number of bathrooms and toilets are available in the college. Separate arrangements have been made for students and staff members. Separate washrooms have been made for male and female. Where there is adequate availability of basic amenities. Facility of water, electricity, exhaust fan is available, cleaner has been appointed for cleaning and maintenance work of washroom. Garbage boxes have been kept at various points in the college for garbage collection. Garbage is disposed properly.

Common Room –

Arrangement of girls common room has been made in our institution where basic facilities are available as per requirement, sanitary vending machine is also available.

At the end of the each academic session, physical verification of library practical equipments, furniture, chemical glassware, Computer, tripod, prismatic compass, ranging rod, Microscope etc. is done by the Physical Verification Committee. Each department prepares a list of equipment that can be repaired or written off. It is ensured by the institution that all the basic facilities of teaching, learning are used with full efficiency.

| File Description | Document |
| --- | --- |
| Upload any additional information | [View Document](#) |

# 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:** 146.93

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 |
|---------|---------|---------|---------|---------|
| 679 | 701 | 723 | 704 | 623 |

| File Description | Document |
|------------------|----------|
| upload self attested letter with the list of students sanctioned scholarship | [View Document](#) |
| Upload any additional information | [View Document](#) |
| Institutional data in prescribed format | [View Document](#) |

**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 | [View Document](#) |

**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:** B. 3 of the above

| File Description | Document |
|---|---|
| Institutional data in prescribed format | [View Document](#) |
| Any additional information | [View Document](#) |
| Link to Institutional website | [View Document](#) |

**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:** 19.1

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 |
|---|---|---|---|---|
| 150 | 80 | 102 | 60 | 53 |

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

**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:** A. All of the above

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

## 5.2 Student Progression

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

**Response:** 0.88

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 |
|---|---|---|---|---|
| 1 | 2 | 0 | 0 | 0 |

| File Description | Document |
|---|---|
| Upload any additional information | |
| Institutional data in prescribed format | |

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

**Response:** 361.11

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

Response: 325

| File Description | Document |
|---|---|
| Upload supporting data for student/alumni | |
| Institutional data in prescribed format | |

### 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:** 60

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 |
|---------|---------|---------|---------|---------|
| 1 | 1 | 1 | 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 |
|---------|---------|---------|---------|---------|
| 1 | 1 | 1 | 0 | 0 |

| File Description | Document |
|------------------|----------|
| Upload supporting data for the same | [View Document] |
| Institutional data in prescribed format | [View Document] |

## 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:** 2

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 | 1 | 1 |

| File Description | Document |
|------------------|----------|
| Institutional data in prescribed format | [View Document] |
| e-copies of award letters and certificates | [View Document] |

**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 institution, students participate in study as well as Co curricular activities, which include sports, cultural programs, NSS Program, Village survey. Various programs are designed by the concerned Department and committee, and it is displayed on the notice board for the information of the students.

Every year, the college observes many national and international famous day, festival, birth anniversary of great personalities, important dates of environmental awareness together. The main objective of such program is to bring awareness among the students about their society, country and traditional values so that they can generate innovative ideas for the society and country and make them capable of implementation.

MAJOR PROGRAMS –

* Voter awareness program under sweep program.
* Swachhta abhiyaan
* Digital Payment awareness campaign.
* Drug de-addiction campaign.
* Mask and vaccination awareness program.
* Environment day.
* Constitution Day.
* NSS day.
* Gandhi janyati.
* National Unity day.
* Blood donation campaign.
* Plantation program.
* International Women's Day.
* NUKKAD natak
* Dancing and singing competition, etc.

During the COVID-19 pandemic, the villagers were made aware of the masks, and vaccination by the college students. The misconceptions spread amongst the local tribal villagers regarding vaccinations were removed. During the COVID-19 there were various obstacles in conducting Co curricular activities as physical presentation couldn't be done due to social distance and work from home. Due to the establishment of the Institution in remote rural tribal area, Internet connectivity is a problem. Despite this, the participation of the students through online activities was commendable.

Active unit of NSS is functioning in the college which organizes social service and awareness campaign in the surrounding rural areas according to the academic calendar or routine activities.

Youths are motivated to engage in community service activities as a result of it the villagers could be made aware about drug de-addiction, Blood donation and vaccinations. The college was also made a COVID-19 vaccination Center for Covid-19 All the staff members were vaccinated, including the local villagers.

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Paste link for additional information | [View Document](#) |

### 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:** 60.8

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 |
|---|---|---|---|---|
| 20 | 56 | 86 | 73 | 69 |

| File Description | Document |
|---|---|
| Upload any additional information | [View Document](#) |
| Report of the event | [View Document](#) |
| Institutional data in prescribed format | [View Document](#) |

## 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 a working alumni association in our institution, but it is not registered. The association is doing its work efficiently continuously and with efficiently. All the students educated in the college are closely connected from it. Our college is located in tribal rural area and the students here are not financially strong due to which they do not get much financial support, but in all the activities of the college where they are required, they definitely give their presence and required contribution. The college receives community support from its alumni in various programs and awareness campaign.

For membership of the alumni Association formed by the college, no membership fees is charged from its alumni, so that the alumni can be encouraged to join it. They have a strong relationship with the college through mutual co-operation; work is being done to promote innovation by accepting the necessary changes for the betterment of the Institution. Through this, important career guidance is provided to the students of the current academic session, and the students get mental clarity to pursue further studies and move forward in the field of their interest.

The students studies in the college are today posted in various sectors like defense, Banking, Guest professor, and in high managerial positions in private sectors. Many students have cracked competitive exams like NET/SLET etc. which are the minimum qualification for assistant professor requirement.

The students here have a passion to join national security instead of a subsistence job, due to which most of the alumni are posted in defense, and Army; other students are engaged in local jobs, Business, Computer operating etc. Being a rural tribal environment, many of our alumni are working in agricultural and forest products collection and their management. Whereas some of alumni are politicians in local bodies.

| File Description | Document |
|---|---|
| Upload any additional information | View Document |
| Paste link for additional information | View Document |

**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:**

The Institution follows Democratic management and leadership. As Nelson Mandela has said that "Education is the greatest weapon you can use to change the world". This statement is full of truth and wisdom. Accordingly, the college is doing the work of providing education in remote tribal rural areas. Being located in the rural nature environment, most of the students have natural understanding and awareness of art, culture, and local traditions.

The effort of our institution is to take out the hidden talent of the students and provide them a socio-cultural, economic and political platform, so that they can play their role in enriching and empowering the society and the country.

The number of girls' student in the college is more than the boys student. So the college makes every effort to attract the girls students to come for higher education. Control of child marriage and dowry system has been established due to the entry of girls' student in higher education.

VISION –

Holistic development of the students through quality higher education and to groom them sensible citizen of the country.

MISSION –

Mission of the institution is to make quality higher education accessible to all sections of society, including the tribal population of the locality of Surguja district in the state of Chhattisgarh to enhance skill of the youth for self reliant and sustainable development. The college strives to provide a platform for the students of rural area to groom and enhance their ability and talents with quality and value based education.

GOVERNANCE LEADERSHIP MANAGEMENT –

Principal is the supreme authority for implementation of academic account co-curricular and extracurricular activities of the institution; he takes all the institutional decision with consultation of the faculty members.

Staff Council has been constituted in the college, which works under the chairmanship of the principal, the matters of institutional development, management are also discussed in the meeting of the IQAC.

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

**Response:**

Even before the start of the Academic session, various college committees are formed in the college under the guidance of the principal, teaching staff, various committees and non teaching staffs are also included in other committees.

The IQAC is most important among these committees monitoring which manages the necessary guidance and quality assurance, evaluation and planning of other committees. Freedom has been given to various committees of the college to work in their respective fields, so that they can prepare all their plans better and make necessary strategies to implement them.

Meeting is organized as required to complete the assigned work, at the end of the year; a report of the action taken by the committee is prepared.

The college has participatory and decentralize democratic management system. There is a defined hierarchy of power with principal at the top. IQAC, Staff Council, HOD's and departmental members are other authority executives.

The institutions are government, so the main issues like finance, recruitment, creation of new posts, transfer and posting, introduction of new programs etc. are controlled and directed by the state govt. The compliance of the orders issued by the department is ensured.

Before important work like infrastructure, construction work in the college the decision is taken after holding a meeting of Public Participation committee. Meeting of IQAC, after consultation with each other, Relative committee and members are given time limit to complete the targeted tasks and are encouraged to act independently. All activities are monitored by the principal and Necessary guidelines are given so that, the work is done with transparency and accuracy.

The entire activity of the admission process here is decided by the admission committee. It is ensured that by following the reservation rules all the eligible students get admission. Similarly, the examination Committee is responsible for conducting the examination. Exam superintendents are appointed for each shift and they are responsible their shift.

Separate work areas have been earmarked for all the committees of college so that they can perform work in the respective area. All the committees' bearers have to define scope and work independently in a holistic environment. Teachers and students shoulder their responsibilities and do not interfere with each other's work.

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| Paste link for additional information | View Document |

## 6.2 Strategy Development and Deployment

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

**Response:**

It has been 16 years since the establishment of college and in this time period this Institution has achieved tremendous growth. The strategy and planning is successfully implemented according to the set parameters for the development of the Institution. A long term development strategy is formulated comprehensive analysis of each and every aspect of its estimate and assessment is done.

Strategic plan –

1. To prepare the academic calendar and prepare the outline of the annual programs accordingly.
2. To deliver such course run in the Institution which are job-oriented, to the students with better technology and understanding on issues related to commerce and business.
3. To encourage activities that increase outer-exposure to the student and connect them to the real-world, such as value oriented, skill development, personality development.
4. Introducing a subject that includes matters such as value oriented, skill development, and personality development.
5. To give admission to economically weaker students with nominal fees as far as possible and to provide them scholarship.
6. To make students and teachers proficient in teaching techniques and skills through staff development program.
7. Adoption of theoretical subjects as well as practical so that the activity of doing and learning can be developed.
8. organizing extra classes for slow learners, clearing their doubts, using simple and initiative techniques.
9. Assignment, sessional examinations are the basis of continuous evaluation in our Institution, through group learning, the communication skills and listening skills of the students are enhanced.
10. The purpose of each department in the Institution is to develop knowledge with awareness among the students. Every effort is made to mold in the modern education system.
11. Expression of an idea is encouraged to the students through debate competition seminars etc. This gives students an opportunity to upgrade themselves by reducing the dies fear. It develops innovative self development skills.
12. The use of ITC is being promoted continuously. The situation of Covid-19 pandemic has increased the use of communication technology such as webinars, Google meet, YouTube, Wikipedia, computer system etc. it has enriched our Institution in technical information development. The learning process is smooth and clear through PPT presentation.

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| Upload any additional information | [View Document](#) |
| Paste link for additional information | [View Document](#) |

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

**Response:**

The college is a government institution, so it runs completely according to the terms and conditions of the government. The guidelines received by the university and Higher Education Department are executed through the principal. The principal is the head of the Institution, the senior most faculty are posted as HOD's who run the concerned department, along with their departmental colleague.

Similarly, the entire departments formed with all the responsibilities on their respective areas of work.

- IQAC for all over development of the college.
- For the development of service spirit and nationalism among the NSS unit.
- Admission Committee for Transparent and rule based admission of students.
- A sports committee to develop sportsmanship among the students.
- The purchase of quality materials by purchasing committee and Public Participation committee work to meet the internal and external basic needs of college.

Appointments-

1. Assistant professors –

The appointment of assistant professor is done through the recruitment examination conducted by the Chhattisgarh Public Service Commission. High standards are set by the Public Service Commission for this recruitment exam, such as –

- Qualified Masters Degree with 55% or above 55% marks.
- Qualified NET/SET examination.

These are the minimum qualification for sitting in CGPSC Assistant professor Exam. Then return exam and interview conducted and final merit list declared. Selected by CGPSC Assistant professor is a second class Gazetted post.

1. Non – teaching staff –

The recruitment of non-teaching staff is done by the state government recruitment Chhattisgarh professional examination board lab attended, lab technician, computer operator, clerk etc. are recruited by this board.

1. Guest lecturer-

The appointment of guest lecturer is done by the Institution at merit basis as per the guidelines of the state government and UGC rules and regulation, Guest lecturers are temporary teaching staff.

1. Others-

Sweepers night guard, are appointed by the college on the recommendation of the Janbhagidari committee.

Above all the officers and employees of the Institution follows the state civil service code of conduct.

| File Description | Document |
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| Paste link for additional information | View Document |

**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 |
|---|---|
| Screen shots of user interfaces | View Document |
| Institutional data in prescribed format(Data template) | View Document |
| Any additional information | View Document |

## 6.3 Faculty Empowerment Strategies

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

**Response:**

Our Institution has launched various effective welfare schemes for its teaching and non-teaching staffs. Being a government institution the college gets the benefits of all government schemes, among which the following are the important scheme-

1. The college always encourages the teaching staff for vocational courses and refresher courses so that they can develop innovative ideas and techniques of teaching and learning with this the work of effective teaching can be done smoothly. The knowledge of the faculty is enriched by participating in various workshops and seminars.

2. College encourages its entire staff to participate in all professional development activities related to their profession so that they can be efficient in their work. Teaching staffs who are involved in M.Phil. and Ph.D. programs are given career advancement benefits as per the rules of the government.
3. Teaching and non-teaching staff are encouraged to use computer, internet, and ITC technology by the college.
4. According to the rules laid down by the government, the facility of maternity leave is available for the female teachers of the Institution in which the provision of paid leave has been kept for a certain number of months.
5. A provision of paternal leave has also been kept for the male and staff of the college.
6. Leave are provided to the teaching staff for conducting seminars preparing papers etc.
7. In addition to the curriculum in the library, important books are available for the staff members, the Institution encourages its staff to read useful books in the library.
8. Our Institution provides the facility of vocational leave, casual leave, sick leave, medical leave to all its staff members.
9. All the staff members get their fixed salary transferred to their bank account on the working day of the month.
10. The DA/TA and other allowance given to the staff members are paid on time according to the prescribed rules.
11. Facility of gratuity, pension etc. is available for all teaching and non-teaching staff.
12. First-aid facility is available in the college to deal with the situation of any accident in the college.

| File Description | Document |
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| Upload any additional information | [View Document](#) |
| Paste link for additional information | [View Document](#) |

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

**Response:** 0

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

| 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](#) |

**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) | [View Document](#) |

**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:** 7.86

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 |
|---------|---------|---------|---------|---------|
| 00 | 00 | 01 | 00 | 01 |

| File Description | Document |
|------------------|----------|
| Reports of the Human Resource Development Centres (UGC ASC or other relevant centers) | [View Document](#) |
| IQAC report summary | [View Document](#) |
| Institutional data in prescribed format(Data template) | [View Document](#) |

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

**Response:**

Performance appraisal is an important method of evaluating an employee's work, behavior and Institutional contribution. It encourages applicants to become qualified and efficient. It plays an important role in the making teachers and staff innovative and adaptable for research based techniques and necessary changes.

The performance of all the teaching and non teaching staff is continuously monitored by the principal and immediate action is taken for necessary improvement, the performance appraisal of all the teaching and non teaching staff is communicated by the principal to the higher officials of the higher education department.

The performance Based appraisal system in the college is designed to measure the performance of the teaching staff as per the UGC regulations. At the end of each Academic session, the confidential report in the prescribed format is to be filled by the teaching and non teaching staff. Teaching staff has to fill and submit the API Performa, which contains the proofs of all their Academic activities.

The scrutinized detail are sent by the principal to the higher authority. Promotion of teaching and non teaching staff is decided on the basis of their confidential report.

 In addition to API performance, teachers are evaluated on the basis of their work, class, and students progress. Their performance in activities such as class result, student engagement with teachers, teacher devotion to students, participation in extracurricular activities are observed.

The teacher's diary is regular checked and examined by the Principal. If the teacher is the convener of a committee then the role of the teacher is in the committee, the work plan and progress of the committee are also observed. In each academic session, the work is done to enhance the performance by taking the feedback of the students and making necessary improvement after analysis by the IQAC.

PERFORMANCE APPRAISAL SYSTEM'S IMPORTANT CONTENT-

1. Teaching staff –

- Teaching learning evaluation
- Professional development
- Co-curricular activities
- Exposure performance
- Research work
- Innovative work
- Academic performance

1. Non-teaching staff –

- Pro-activeness
- Politeness
- Understanding the job responsibility
- Staff and student relation
- Students help

| File Description | Document |
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| Upload any additional information | View Document |
| Paste link for additional information | View Document |

## 6.4 Financial Management and Resource Mobilization

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

**Response:**

The college is a government institution with the head principal. The principal's office hosts the internal and external finance audits; departmental audit is conducted by the higher education department, CG government Raipur. Beside, all accounts like government allotment, income expenditure in the Institution are audited by the accountant general, office Raipur. If any requirement is found in the book of account related to income expenditure, then it is rectified within the given time period.

The work of audit is done from time to time by the internal audit Committee in our Institution. Continuous monitoring and auditing for financial transparency is done by the accounts committee Constituted at Institutional levels by the principal.

Finance is one of the most sensitive matters in any organization. Which transparency and management is very important, all finance related activities are recorded with certified accounts. All financial transactions, purchase and procurements are decided according to the guidelines set by the government.

The accounts records of government funds like PD. RUSA etc. is maintained properly, the financial audit related to Janbhagidari is monitored by the internal audit Committee. Office keeps for cash books for all accounts, DFC register, and stock register.

Keeping in mind the parameters set by the CG government, the purchase and sale of materials are ensured with transparency. The cash book and stock register are maintained. All the accounts in the college kept by accounts section of the college, are supervised by the draunit and disbursing officer/principal.

The Institution ensures that all the accounts of all the teaching and non teaching staff, allowances, and medical leave, TA /DA etc. are kept clear. The college is a government Institution and the work of accounting, budgeting, auditing is transparent and corruption free.

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### 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) | View Document |
| Any additional information | View Document |
| Annual statements of accounts | View Document |

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

**Response:**

Availability of better utilization of funds are very important for any Institution or organization. The college receives salary and non-salary grant from the state govt.

The budget is allocated on the necessary issues after analyzing the proper utilization of government funds by the development and purchasing committee, monitoring work of all financial activities is done by principal/DDO.

The scholarships are awarded to the students and the amount is directly transferred to their account. Fee received during admission is transferred to Sant Gahira Guru University Ambikapur. A certain percentage of which is forwarded to Chhattisgarh government. Keeping all the essential requirements in mind, the Purchasing Committee ensures the purchase of quality items.

By Stablishing a balance between the availability of fund and the purchase of goods, efforts are made to purchase all the necessary items from the available amount. To ensure the availability of basic facility in the college a fund has also been created, through which water and electricity supply, Telephone bill, Magazine, papers, Stationary, Website maintenance, and all purchasing is done.

To upgrade the effective teaching learning process, seminars, workshops, quiz competition, Debate competitions are organized for teachers and students, in which the coming expenses are included in it. Some fund is kept in reserve for urgent requirement when the college is required, the proposal of the concerned financial demand is made and sent to the higher authority.

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| Paste link for additional information | View Document |

## 6.5 Internal Quality Assurance System

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

**Response:**

The effective and quality work is monitored by the internal quality assurance cell. The main objective of IQAC is to enable the college to achieve excellence in different areas for this IQAC do work to create a Flexible system in the college, so that there is improvement in the overall performance of the institution.

IQAC actively works on various issues to make continuous progress in the qualitative and quantitative aspect of the institution by creating a better teaching and learning environment for the students and teachers. After the end of each academic session an action plan is prepared by IQAC, keeping in mind various aspects and in the next academic session the work and efforts of the institution are made to be implemented as per the plan.

Various committees have been formed to implement the strategy and planning set by IQAC, in which senior and experienced faculty members of the relevant field have been made coordinators. To fulfill the target set by IQAC faculties are work with dedication and perseverance.

Contribution of the IQAC for institutionalizing the quality assurance strategies and processes by following points.

1. Reviewing Academic audits to assess and audit the academic achievements of faculty members and the department.
2. To examine the quality of work done by the institution in each academic session, the strategy to ensure that it works as per the plan.
3. To maintain the document of all these activities, programs, events, seminars, workshops, etc. in the institution.
4. Promotion of events in the college by outside mentors, career guides, professional specialist, social activist etc. that the intellectual potential of the student can be multidimensionally developed.
5. Quiz competition, debate competition are conducted to enhance the thinking ability of the student. Increase reasoning ability and developed systematic learning and teaching experience.
6. By organizing programs like reciting poetry, writing competition, and essay writing, creative imagination is developed in the student due to which the students develop the ability to write their mind thought in a well articulated manner.
7. Tree plantation work is encouraged under green and clean practices for sustainable development. Students are encouraged to keep their surroundings and college campus clean and hygienic.
8. Previous year data is analyzed to measure students activities, alumni activeness, faculty performance, performance of the college, and an appropriate plan is formulated for necessary improvement.

| File Description | Document |
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| Upload any additional information | [View Document](#) |

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

Government Rajkumar Dhiraj Singh college was established in the year 2006, which work was started from higher secondary school and janpad panchayat bhawan Udaipur in September 2017. The college shifted to its newly constructed building, after which the college started functioning through a systemic committee and cell.

After the formation of IQAC, it has been continuously working for the upgradation and infrastructural development of the college. Through academic and non-academic activities, this committee has been striving for the multi-dimensional development of the college.

1. Developing a smart understanding of the teaching – learning process, effective delivery of course and bringing in flexibility in the system by adopting necessary improvements.
2. To ensure and review the effective implementation of recommendations made by the IQAC.
3. Regular feedback and review is also done by the IQAC to get the feedback of the students and to improve the valuation technique by analyzing the given information.
4. Mentorship program is introduced by IQAC on the issue of employment, placement, through which students are aware of getting information related to career, coaching, competitive exam from their mentors to take admission in courses related to employment.
5. The use modern of technology in the college has always been given priority by IQAC. Modern technology like computer, mobile, internet, use of ICT technology, internet provides new and up to date version of teaching material. All academic activities of the college during the COVID -19 pandemic are made through ICT. The teaching-learning process was completed by the faculty members through zoom meeting, google meet, and online study materials were made available to the students.
6. Each teacher has a personal teaching diary in which his/her teaching learning activities are maintained, which are reviewed and suggested by principal and IQAC committee.
7. After analyzing the guidelines of the government and the calendar of annual academic and non-academic activities issued by the university, planning is done by setting the calendar of the annual program by IQAC.
8. There is a responsibility of planning to meet the basic needs of the Institution, to the future objectives and aspirations on IQAC, therefore efforts are made by the cell to improve the internal quality of the college and for multidimensional development.

1. For the betterment of the financial health of the college, IQAC conducts periodic financial audits,

source of income, and internal up gradation and quality strategies of the college.

| File Description | Document |
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**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 intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

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

| File Description | Document |
|---|---|
| Upload e-copies of the accreditations and certifications | View Document |
| Upload any additional information | View Document |
| Institutional data in prescribed format(Data template) | View Document |

# 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:**

Where women and men work together, and move forward in cooperation with each other, the society is progressive. The balanced development of a country is determined by the social progress of both men and women. The concept of 'ARDHANARISHWARA' in the tradition and culture of our country shows that equality of men and women is necessary in every sphere of life for the condition of equilibrium. Our Institution believes in gender equality while imbibing this tradition, equal abilities exist in men and women. The college promotes the practice of gender equality.

The college is a co-educational Institution where a safe and fear free environment is provided to promote and practice gender equality. Every effort is made by our management that boys and girls students can complete their study in a safe environment without fear and with respect and dignity, from time to time such program are organized in the college which promotes gender sensitivity like women empowerment campaign, international women's day, girls child day etc. the environment is safe for female teachers and staff also.

Following steps are taken for gender friendly environment in the college.

1. To protect the dignity of women and to maintain a respectful working environment from time to time. Good touch bad touch programs are organized to increase general awareness.
2. Women harassment redressal cell has been constituted which is responsible to take cognizance of any case of harassment against women; this has ensured an opportunity for girls students and female teachers to do their work in a safe, secure environment. In case of depression, fear, mental distress, counseling work is done by mentors.
3. To prevent gender discrimination, WhatsApp number, and email ID of the college has been generated in which the concerned people can complaint on any issue of discrimination.
4. To maintain a safe and fear free environment in the college, CCTV cameras have been installed in the entire college building, the footage of every corner of the college is displayed in the CCTV monitor. Continuous monitoring is done through the total 29 cameras.
5. Anti-ragging committee has been constituted which supervises all the students in the college to maintain the spirit of equality and remove discrimination.
6. The college has the provision of common room for the personal use of the girls students where all the basic facilities are available.
7. Sanitary napkins vending machine has been installed in the college under shuchita yojna. Where girls students can maintain menstruation emergency in a hygienic way.
8. Separate bathroom facility is available for girl's students and female staff.
9. Lecture series and discussion sessions are organized in the college about women empowerment, awareness campaign is organized against people about Dowry System and child marriage.
10. Indoor outdoor games cultural program. Programmes of NSS involve all the students without any discrimination in which the performance of the girl students has always been commendable.
11. Efforts are made by the college to increase the participation of girls student in each and every

activity.

12. The college reputation on the issue of gender equality has been excellent. Continuing efforts are being made by the College to provide an environment of safety, fear free, discipline and Liberty.

| File Description | Document |
|---|---|
| Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information | [View Document](#) |
| Annual gender sensitization action plan | [View Document](#) |

## 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

| File Description | Document |
|---|---|
| Geotagged Photographs | [View Document](#) |

## 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:**

Our institution is actively engaged in sustainable Development program and Environment friendly activities, many creative initiatives have been taken by the college for green and clean environment, in which all the Students contribute their Part. Campaigns are conducted from time to time by NSS to Keep the Campus plastic free and garbage free. Separate Containers have been provided by the college management for systematic management of dry and wet waste.

Solid waste management:-

A well organized solid waste management facility is available in the college campus where disposable garbage is dumped. Plastic and non-disposable garbage is to separate and given o government recycling vendors. All the students and staff members are made aware that dry and wet waste should be kept separately and solid waste should be kept separate containers for disposable and non disposable.

Liquid waste management:-

1. All the waste material coming out of the washroom is fed directly to the septic tank through underground pipes.
2. The liquid waste material generated after use in the laboratory is also delivered to the tank through this pipe.
3. Recyclable liquid waste is used to irrigate plants and clean bathrooms.

E-waste, Biochemical, and Radioactive waste management: The emission of e waste radioactive and biochemical waste is almost zero in the college, hence, no systemic management system has been put in place for their management in the institution.

- Apart from this, under the swachh Bharat Abhiyaan the College, works to bring awareness to the cleanliness campaign in the vicinity of the campus area. A cleanliness campaign was conducted by the student in the government hospital, Community Panchayat Bhawan etc.
- NSS Volunteers encourage people to use toilets and worn them against open defecation.
- Awareness Campaigns are conducted to prevent the spread of Plastic waste in Public Places, tourist places and use of disposable materials.
- The soil and grass, plants and trees in the vicinity of the College Campus are preserved so that the rainwater balances the underground water level.

| File Description | Document |
|---|---|
| Geotagged photographs of the facilities | [View Document](#) |

**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:** D.1 of the above

| File Description | Document |
|---|---|
| Geotagged photographs / videos of the facilities | [View Document](#) |

**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:** D. 1 of the above

| File Description | Document |
|---|---|
| Geotagged photos / videos of the facilities | View Document |

**7.1.6 Quality audits on environment and energy are 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:** C. 2 of the above

| File Description | Document |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View Document |
| Certification by the auditing agency | View Document |

**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

| File Description | Document |
|---|---|
| Policy documents and information brochures on the support to be provided | View Document |
| Geotagged photographs / videos of the facilities | View Document |

**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 is makes continuous contribution to effectively deliver the wealth of culture heritage to the coming generation by following Indian art, culture, and tradition. Being a government institution, the college is a confluence of different caste religion, language, culture and thoughts and the college plays a motivating role to enrich the diversity. Just as the specialty of India is the sense of unity in its diversity, in the same way the institution respects all the diversities and does the work of nurturing a multicolored culture thought its various activities like: -

1. The birth anniversary of great personalities in various fields is celebrated with great Pomp in our college. The work of many great personalities like Ambedkar, Gandhi, Jyotiba phule, Vallabhbhai Patel, Guru Ghasidas, Nanak Raidas, Kabir and their contribution to the society are saluted.
2. All kinds of festivals Like Holi, Deepavali, moharram, Christmas, Akshay Tritiya, Buddha Jayanti, Mahaveera Jayanti, Hareli are Celebrated with great pomp, and the message of unity is given.
3. All religions, culture and traditions are for the welfare of human. Just as all the rivers meet in the sea, in the same way all religions, culture, tradition, belief, finally get into the way of God. The College imbibes the above Idea in the students through its various programs.
4. NSS, programs run for the prevention of evil practices, like religious, caste, and untouchability. In NSS volunteers, People from different areas live together and give the message of unity and brotherhood to the People while doing service work by Cooperation.
5. On the occasion of national importance like Independence Day, Republic day, rich cultural art is performed by all the students through their Cultural program which is appreciated and accepted by all.
6. There is a family- like atmosphere in the college between the teacher and the students. If there is a event or occasion in the college then everyone is involved in it.
7. Students from different categories like ST/ SC/ OBC/ general etc. take admission in the college. The college insures that by following the standards set by the CG government, students of all class/categories can set admission.
8. In the college, Sargujia, Chhattisgarhi, and Hindi language are used by the students and Hindi language by the staff. The college ensures that the students interact according to the language, giving equal importance to each language.
9. Constitution Day is celebrated in the college on 26th November, through which the students are made aware about the values objectives, of the constitution. The lesson of India's diversity and integrity is taught by reciting the preamble of the constitution, this creates a holistic environment.

1. The Idea of unity and brotherhood is established in programs like Sadh Bhawna Divas, kaumi Ekta Diwas, National unity day, Independence day, republic day.

| File Description | Document |
|---|---|
| Any other relevant information. | **View Document** |
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | **View Document** |

**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 makes all its staff members and students aware of constitutional obligations, values, rights and duties. Constitution day is celebrated every year on 26th November in the College. Preamble is recited collectively. Lectures and discussion are organized for the interpretation of all the values, included in the preamble of the constitution, so that constitutional understanding can be imbibed in every person, in order to establish the spirit of liberty, equality, and fraternity among the people of all castes and religions. College spread constitutional values by conducting various events like:-

1. Under the sweep program, voters who have completed 18 years of age are encouraged to register themselves in voter list and vote by running a voter awareness campaign, NSS unit of the college tries to bring awareness among the People for voting through slogan, NUKKAD Natak etc. January 25th is observed as National voter's day.
2. 10th December is celebrated as Human Right Day, in which students and teachers organize dialogue and discussion to ensure the basic rights of human being and their availability.
3. 15th August is celebrated as Independence Day, in which the national flag is hoisted with respect in a collective manner. This flag makes us aware of national duty and national unity.
4. The feeling of pride of being a constitutional nation is imbibed by hoisting the national flag on Republic day and Independence Day celebration.
5. 31st October is celebrated as National unity Day; in which act of Sardar Vallabhbhai Patel building a united nation by integrating the princely states is remembered.
6. Awareness is brought about the spirit of linguistic unity by organizing Mother Language day on 21st February, to enrich their mother tongue, discussion are held on literary lectures, grammar etc.
7. By organizing world environment day on 5th June, student are made aware of environmental education around them, under the swachh Bharat abhiyaan, people are encouraged to use toilets by cautioning against open defecation, making their surrounding clean and hygienic.
8. Important discussions are organized to avoid road accident by organizing programs on traffic rules, road safety, traffic signal awareness; use of helmet has been made mandatory for staff members and students using Motor vehicles.
9. On the occasion of world woman's day on 8th march, Seminars are organized in our College on women empowerment, woman's rights and their role in society.
10. The College is active in Promoting the education of the girls child, making women aware of their rights and freeing them from Malpractice like child marriage and dowry.

| File Description | Document |
| --- | --- |
| Any other relevant information | <u>View Document</u> |
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <u>View Document</u> |

**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:** B. 3 of the above

| File Description | Document |
| --- | --- |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims. | <u>View Document</u> |
| Code of ethics policy document | <u>View Document</u> |
| Any other relevant information | <u>View Document</u> |

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

**Response:**

India is the birthplace of many rich cultures, where many festivals related to different religion, ideas and culture are organized. Here everyone celebrates happily together in many national and international commemorative events. The institution celebrates festivals of every religion, nationality thought, and developing mutual harmony with zeal and enthusiasm. Each event has Its own rich cultural history which gives us the message to embrace the essence of life and make our personality great. Following are the festivals that inspire prosperity in the lives of People by developing goodwill, unity, Patriotism and making life inclusive.

1. Independence Day is celebrated on 15th August, Republic Day on 26th January, through which the bravery and sacrifice of the revolutionaries, brave Soldiers, and freedom fighters who sacrificed for the freedom of the country are memorized.

The lesson is taught to the new generation that the freedom we have got has been achieved through long

struggle, sacrifice and the spirit of true Patriotism, so keep such sacred memory and feelings in the heart.

1. On the occasion of international women's Day on 8th march, women empowerment, and contribution of women in society, and innovative, creative, great work done by women are remembered. Awareness programs are organized to establish the dignity and respect of women in the society, women's right are interpreted on issue like domestic violence, adultery, dowry system, child-marriage, infanticide.

Women related issues are mainly resolved by forming the women Harassment Redressal cell in the college. Women in the society are motivated to live life of equal rights and dignitifull.

1. The thoughts of swami Vivekananda ji are contemplated by organizing the National Youth day on 12th January. Various programs are organized for the upliftment of youth from the life's philosophy established by swami ji. Effective communication of swami ji's thoughts is made among the students through programs like essay writing, poetry, recitation, slogan writing, Bhashan Competition.
2. International yoga day is celebrated on 21st June for physical, mental health and Peace. All the staff members and students are collectively made to do yoga and be aware of the health benefits of yoga, pranayama exercises.
3. By organizing Tobacco prohibition Day on 31st may, students are given a message smoking to stay away from such addiction by telling them about the harmful effects of tobacco, cigarette and smoking.
4. The preamble of the constitution is interpreted by organizing constitution Day on 26 November to spread constitutional awareness.
5. By celebrating the program of National Unity Day, Quami Ekta Diwas, Sadhbhavna diwas, awareness is brought about the sacrifices and love for nation, Individual efforts and work for national unity and integrity has done to keep it intact.
6. By organizing world Environment Day on 5th June, a program is organized to aware the students to promote sustainable development, work among the students.
7. On the occasion of national Teachers Day on September 5th, National Voters Day on January 25th, and world Bicycle Day on June 3rd, a Program is organized in the College by teachers and students together and their importance, life- message is spread.

| File Description | Document |
|---|---|
| Geotagged photographs of some of the events | [View Document](#) |
| Any other relevant information | [View Document](#) |
| Annual report of the celebrations and commemorative events for the last five years | [View Document](#) |

## 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:**

Women empowerment

Ultimate objective: - Create dignified and respectful status for women in the society.

objective: -

* To make women financially self- reliant and to promote their contribution in economic activities.

* To attract girls students towards education make them eligible for the great responsibility of the society.

* To make women aware of their rights by making them legally and constitutionally aware so that they can raise their voice against the evils of the domestic violence, dowry system.

* To protect women from gender discrimination and to provide them a respectable status in the balanced stream of society.

* Providing freedom to women to make their own decision and make choices in life.

* To motivate women to take their own decision and choices by moving beyond the orthodox customs imposed upon them.

* To increase their Participation in the Public programs being run for women's welfare and to make them aware of their interest.

* To advance women in employment, business, government service sector by getting higher education.

* To encourage women to make better use of IT, internet, Computer etc.

Context: -

Government Rajkumar Dhiraj singh college is established in Udaipur tribal- dominated vangram area. The condition of rural women is Pathetic and they earn their livelihood through primary economic activities. Due to the lack of education in the rural area, they have become a victim of many evils, due to which they are exploited socio-economically. Due to health and nutritional problems, there life is not being enriched due to which they are suffering from Poverty, unemployment , neglect and isolated in the context of this circumstances , the college has started the work of women empowerment through women education. Our institution has attracted girls students for higher education, due to which the mass number of girls student here is more than boys students.

Practices: -

*During admission in the institution, reservation is given to the girls Candidate subject to the provisions laid down by the government.

* Common room facilities have been provided to the female staff and girls student. separate washroom facilities are also available.

* keeping in mind the health and hygiene of women , sanitary vending machines have been installed in the institution.

* Women are oriented to creative programs like Rangoli, Competition, fancy dress Competition, Cooking Competition, Mehndi Competition are organized.

* Every year on March 8th  international women's Day is observed in which discussion and lectures on topic like women's right, women's empowerment are organized on this day, the contribution made by great women personalities in the field of socio- economic, political, cultural is remembered and their works are presented to the girls students as inspiration.

* Gender sensitization program is organized in the college on the topic of :- Good Touch - Bad Touch.

* The government has distributed in the year 2013 tablets and mobile sets etc. in the college, which has ensured the access of girls students to technical gadgets.

* The Participation of girls students in NSS is commendable where they actively contribute to Community activities by engaging with all.

* scholarship and free stationary items are provided to the reserved category of students from the library.

* girl candidates are encouraged to Participate in sports competition like Kabaddi, kho-kno, Gairls student also Participate in indoor games like badminton. Chess etc.

*The issues related to women's right and their welfare are mainly explained in detail through Various topics in the college curriculum.

Evidence of Success : -

* There is a steady increase in the Percentage of literacy among the women of this area and their enrollment is also increasing .
* Educated women have vocally opposed the anti-women beliefs. This has established control over the evils like dowry system and child marriage.
* There has been an increase in the use of technical gadgets among women. Women are becoming digitally literate.
* The Participation of girls students in NSS', sports, cultural activities has been Commendable
* By making women financially capable, they have been made capable of contributing to professional, business and taking decisions of their own life through education , so that women are involved in Programs like skill development programs in the field of economic, social, technical areas.
* Adequate Control has been established on the problem of gender discrimination.

Limitation :-

* The college is located in rural area away from town where daily service is not available to reach, Girls students from remote forest village find it difficult to reach the College on time.
* Due to economic weakness and lack of education, uneducated Parents don't want to teach girls students.

- Engaging in the activities of earning a living by the girls student.
- Beliefs on traditional tribal rural costumes.

NOTE :-

Men and women both have equal importance. The social respect and voice of women cannot be suppressed. Women also have the right to live a dignified life. To build a society healthy society, it is very important for women to have the same respect and status as men, women and men are two essential aspects of society which are not in opposition to each other but as complements. That's why education is the most essential element for the empowerment of women and to raise their condition.

**Best - practice - 2**

N.S.S.

Ultimate objective :- To develop the Personality of the student through social service .

Objectives :-

1 . To get education through social service and social service through education.

2. To build a democratic society.

3. To serve human selflessly.

4 . To imbibe the spirit of' VASUdhaiva Kutumbakam . And have compassion for living beings.

5 . understanding the Point of view of others and respecting their views. To use education to overcome difficulties in the practical sphere of life.

6. To develop scientific attitude.

7 . To establish the importance of national unity and give it practical form .

8. To realize the civic duties and ensure their Performance.

9. To strengthen mutual cooperation and trust among People through Community service.

10. To make aware to bring the deprive class, economically, socially. - backward group into the mainstream.

11. Public service is the service of the God, to imbibe this feeling.

Context :-

Government Rajkumar Dhiraj singh College has been stablished in tribal rural area, where mainly students from tribal community Come to get education. This area is economically engaged in various activities of priority sector where community spirit is already present. In tribal culture, all the activities of Subsistence

are completed only through Community Cooperation. Through NSS, work is being done to nurture this spirit of the students.

students get practical experience of getting education by working in the spirit of community service and through awareness Campaign, the evils Spread in this area are opposed , and scientific attitude is also developed in them. Due to the lack of literacy in the tribal area, the pace and growth of economic, political, social development is slow, therefore, through Community service, creating attraction for education among the tribes and making them aware of their rights is the content of the program of NSS.

Practice:-

 7 days NSS camp is organized by the NSS wing of the college to engage the People by doing community service. NSS program has been organized in village PUTA (2017), PANDARIPANI (2018), MRIGADAND (2019), SONTARAI (2020) DOOMARDIH (2021) by the NSS unit of our College. Various Community works were done by NSS Unit in these adopted villages like:-

* People were made aware to stay away from harmful addiction like, smoking, alcohol etc. through drug de-addiction Campaign, as well as through, slogans and songs by NSS volunteers, villagers were made aware of its Socio- economic consequences.

* By organizing camps in adopted villages, People were made aware on issues like environmental awareness, sustainable development. The use of degradable items was emphasized by limiting the use of plastic.

* Villagers are made aware about tree plantation through NSS unit and its importance highlighting through various slogans.

* cleanliness drive was carried out at places of Community use like Community hall, Pond, temple, courtyard, Public fare, weekly market tourist Place etc. and People were made aware about cleanliness.

* The villagers are encouraged by the NSS unit for the Compulsory use of Masks, during the CoviD-19 Pandemic; Various Perceptions were spread in rural areas about covid-19 vaccination, which was made aware by the volunteer's.

* Villagers were made aware to take advantage of schemes related to the Panchayat sector and the working of the three-tier Panchayati Roj system was better explained.

* By providing information to the People about the new techniques of water Conservation and water management, people are motivated to apply them to conserve underground water level.

* People are made aware about the necessary health tests, Vaccination nutritional supplements, government avail health services and schemes for the nutrition of pregnant mothers, and her child.

* Remedial advice was provided through legal provisions to deal with social evils like child marriage, dowry system, infanticide, domestic violence.

* Information about various production techniques and programs were made available for economic development.

* The tribal Community is motivated to preserve their rich culture tradition by avoiding the ill effects of globalization, Pop music and western culture; it was made aware to maintain faith and belief in generational values.

* Exemplary work has been done to establish service spirit among the People by organizing blood donation camps, vaccination programs, organizing cleanliness campaigns in the Campus and organizing effective programs like slogans, rally, Painting, Posters and other community activities. Celebration of: -

- World Bicycle Day on 3rd June.
- World environment Day on 5th June.
- National Youth day on 12th January.
- Voter awareness Campaigns under sweep program on 25th January has been organized.

Evidence of success: -

Through the awareness campaign run by the NSS Camps, awareness has increased among the People about their rights and duties; they have become aware of their constitutional, economic, social and Political rights. The villagers have become aware of the protection of the tribal cultural heritage and are involved in the development of their culture Parallel to the western culture.

During the Covid-19 Pandemic, the villagers used masks and were vaccinated in the vaccination program organized in the college Campus; Evils like child marriage, dowry system, drug abuse etc. have been curbed girls students are attracted towards education in the College. There has been a lot of Positive change in People towards the use of new technologies like mobile, internet; They are using technology to make their life easy and simple. Instead of Plastic bags and Polythene, the villagers have promoted the use of DONA- Pattal, Jute bags etc.

Limitations:-

1. NSS programs couldn't be implemented actively since last 2 years, due to Covid- 19 Pandemic.
2. Most of the People near college Campus villages are not literate so there is difficulty in making them aware technically, economically, politically, constitutionally.
3. Regional alcohol drinks are more prevalent in the tribal tradition.

Note: - There is a need to implement the programmes of NSS, effectively and motivate People to Connect with it, with community support and appreciation the broader goal of Public service by NSS can be fulfilled, this develops the spirit of service, discipline, goodwill and cooperation among the People, as well as the multi-dimensional development of the students is Possible.

| File Description | Document |
|---|---|
| Any other relevant information | [View Document](#) |
| Best practices in the Institutional web site | [View Document](#) |

## 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:**

"COMMUNITY SERVICE THROUGH EDUCATION" is the priority of the College. As an education Center, the institution was established in 2006 and was active in teaching work for 11 years in Higher Secondary School and Janpad Panchayat bhawan with meager facilities. After the construction of the college building in September 2017 it is shifted in its new building. The College is situated in forest village land in tribal rural area where the demarcation of land and boundary is under process.

Despite all this problems, the college is completing the academic works efficiently and is constantly striving to perform better in all dimensions. To prepare students for the future responsibilities of society and nation through education, making them self-reliant, developing scientific attitude, making them aware of their rights and duties etc. are clearly included in the mission and vision of the college. The college is committed to provide quality education to all its students equally. "COMMUNITY SERVICE THROUGH EDUCATION" is included in the college's priority, for this the college implements the following activities -

1. An active unit of NSS is functioning in the college, through which awareness campaigns are conducted by organizing camps in the surrounding rural tribal area and people are educated on various issues, Labor donation is done for cleanliness of Ponds, river ghat, Public places and place of worship.

2. An awareness campaign is conducted under the banner of NSS and Red Cross unit of the college to make People aware of health and hygiene, During the Covid- 19 Pandemic, the villagers were vaccinated by organizing a Covid-19 vaccination program in the College building, social distance and People were encouraged to wear masks.

3. Through the blood donation camp, young students of the college donated blood and People were also appealed to join this program.

4. Posters slogans, street plays (NUKKAD NATAK) were staged to motivate people who had completed 18 years to vote through the SVEEP Program.

5. Awareness is communicated to the people on issues like child marriage, drug abuse, Tonhi witchcraft harassment, spread in rural culture and legal provisions related to it are interpreted, such as The Tonhi harassment act- 2005.

6. People are motivated to develop eco friendly habit to spread awareness on issues like environmental protection, sustainable development, water and Soil conservation, tree plantation, rain water harvesting, use of bio-fertilizers, organic manure and other alternatives.

7. People are made aware by bringing them together in programs like National Youth Day, Quami Ekta Day, Road Safety week, Eye Donation Forthight, Tree - plantation month, to promote compulsory use of helmets, wearing helmets is ensured for motorcyclists in the College.

8. The Participation of students as well as the local people are ensured in the AIDS prevention program, drug prohibition program, legal literacy program and cleanliness campaign program so that they can become aware.

9. The College believes in gender equality, socially people are being made aware through education to get women equal status with men. The College has attracted girls' students to get education, as a result of which the number of girls students in the college is more than boys students.

10. Sanitary vending machine and girls' common room have been arranged for the health and hygiene of the girls' students.

11. The College motivates its students to become proficient in regional traditional professional skills to make them self-reliant.

12. Regional Cultural program is promoted in the cultural programs of the College, it develops Community spirit.

13. Through the mentor- mentee Program, the students are given counseling for the diagnosis of mental dilemma, mental stress, isolation difficulty and behavioral problem. Through this program, students are motivated to stay connected with their community and contribute to Community service, During the Covid- 19 Pandemic; the work was done by the students to make their regional Community aware of vaccination, wearing masks. Similarly, the work of protecting against evils like alcoholism, domestic violence, child marriage and motivating people to stay away from it, to be done.

14. In order to contribute more to the community service through education, the college ensures that the college should be accessible to all for all aspects related to education.

Quotation of Mahatma Gandhi" Service, to all the people around you is the way to uplift you" suggests us a true essence of life philosophy. The college follows this idea and is ready to serve the society and the nation through education.

| File Description | Document |
|---|---|
| Appropriate web in the Institutional website | View Document |
| Any other relevant information | View Document |

# 5. CONCLUSION

## Additional Information :

All the information about the college has been made available in detail by SSR. Apart from all this the college aspires to have the following facilities as its long term goal.

\* Dress Code: - The main objective of implementing the dress code is to develop a sense of equality and unity among the students. The quality of discipline is developed in the students through the dress code.

\* Computerized library:- The facility of computerized library increases the digital access of students and teachers.

\* Construction of boundary wall: - The structure of the College Campus will be developed through the construction of boundary wall.

\* Starting PG classes in college: - students of rural areas have to travel a long distance to Ambikapur for PG education, so far their convenience, efforts should be made to start PG classes in new future.

## Concluding Remarks :

The College has played an important role for the education of the youth of rural tribal area and for guiding the new generation in the society. The College started its Journey with meager facilities in 2006 which has today reached the strength of 501 students, in this journey of 16 years at various stages; the College has molded itself into a new structure and form by accepting the changes as per the requirement. The college organizes awareness programs on all issues of socio economic, Political, Cultural aspect to achieve the objective of multidimensional development of its student. Students are sensitized for practical application of education along with theoretical academic activities.

Student life is the golden Period of every Person's life and most of the activities of the students in the good environment, so the work of developing the youth power in the College as rich human resources by providing quality education is being done sincerely. Human values and Social welfare based education is being provided to the students. The work of the college in the field of girls education is commendable, which is the basis of women empowerment and balanced social development.

In the changing and evolving environment of education, The College is engaged in the work of continuous upgradation of its infrastructure and teaching quality. According to situation the college has to facilitate itself with innovative technologies and service, the accreditation of NAAC will be great help for the growth of the college and improvement of its infrastructure. We are excited to welcome the NAAC peer team and waiting for the interaction with the honorable team members.

We are hopeful and confident that NAAC assessment and accreditation will play an important role for the multidimensional development of the college.

# 6.ANNEXURE

## 1.Metrics Level Deviations

| Metric ID | Sub Questions and Answers before and after DVV Verification |
|---|---|
| 1.4.2 | **Feedback process of the Institution may be classified as follows:**<br><br>**Options:**<br><br>1. **Feedback collected, analysed and action taken and feedback available on website**<br>2. **Feedback collected, analysed and action has been taken**<br>3. **Feedback collected and analysed**<br>4. **Feedback collected**<br>5. **Feedback not collected**<br><br>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website<br>Answer After DVV Verification: B. Feedback collected, analysed and action has been taken<br>Remark : DVV has made the changes as per metric 1.4.1 |
| 4.2.4 | **Percentage per day usage of library by teachers and students ( foot falls and login data for online access)  during the latest completed academic year**<br><br>4.2.4.1. **Number of teachers and students using library per day over last one year**<br>Answer before DVV Verification :  35<br>Answer after DVV Verification: 7<br><br>Remark : DVV has made the changes as per average of teacher and students using library per day on (dates) |
| 7.1.4 | **Water conservation facilities available in the Institution:**<br><br>1. **Rain water harvesting**<br>2. **Borewell /Open well recharge**<br>3. **Construction of tanks and bunds**<br>4. **Waste water recycling**<br>5. **Maintenance of water bodies and distribution system in the campus**<br><br>Answer before DVV Verification : B. 3 of the above<br>Answer After DVV Verification: D.1 of the above<br>Remark : DVV has made the changes as per shared report bY HEI. |
| 7.1.5 | **Green campus initiatives include:**<br><br>1. **Restricted entry of automobiles**<br>2. **Use of Bicycles/ Battery powered vehicles**<br>3. **Pedestrian Friendly  pathways**<br>4. **Ban on use of Plastic** |

5. **landscaping with trees and plants**

    Answer before DVV Verification : A. Any 4 or All of the above
    Answer After DVV Verification: D. 1 of the above
   Remark : DVV has made the changes as per shared report by HEI.

## 2.Extended Profile Deviations

| **Extended Profile Deviations** |
| --- |
| No Deviations |