



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

|   |  |
|---|--|
| 1. Name of the Institution                    | GOVERNMENT ARTS AND COMMERCE COLLEGE<br>KHARSIA                    |
| Name of the head of the Institution           | Dr. P. C. Ghritlahare  |
| Designation                                   | Principal  |
| Does the Institution function from own campus | Yes  |
| Phone no/Alternate Phone no.                  | 07762272048  |
| Mobile no.                                    | 9754187484   |
| Registered Email                              | mggovtcollegekhs@gmail.com   |
| Alternate Email                               | iqacmggovtcollegekhs@gmail.com                                     |
| Address                                       | Government Mahatma Gandhi P. G. College<br>Kharsia, Dist.- Raigarh |
| City/Town                                     | Kharsia  |
| State/UT                                      | Chhattisgarh   |
| Pincode                                       | 496661   |

| <b>2. Institutional Status</b>  |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
|---|-----------------|---------------------------------------|---|-------------|-------------|---|-------|------|---|-----------------|---------------------------------------|-------------|-----------|---|-----|-------|------|-------------|-------------|
| Affiliated / Constituent  |                 |                                       | Affiliated  |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Type of Institution   |                 |                                       | Co-education  |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Location  |                 |                                       | Rural   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Financial Status  |                 |                                       | state   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Name of the IQAC co-ordinator/Director  |                 |                                       | Shri Manoj Kumar Sahoo  |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Phone no/Alternate Phone no.  |                 |                                       | 07762272048   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Mobile no.  |                 |                                       | 7869094301  |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Registered Email  |                 |                                       | iqacmggovtcollegekhs@gmail.com  |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Alternate Email   |                 |                                       | mggovtcollegekhs@gmail.com  |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <b>3. Website Address</b>   |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Web-link of the AQAR: (Previous Academic Year)  |                 |                                       | <a href="https://mgcollegekharsia.in/uploads/gallery/media/AQAR%202016-17.pdf">https://mgcollegekharsia.in/uploads/gallery/media/AQAR%202016-17.pdf</a>   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <b>4. Whether Academic Calendar prepared during the year</b>  |                 |                                       | Yes   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| if yes,whether it is uploaded in the institutional website:<br>Weblink :  |                 |                                       | <a href="https://mgcollegekharsia.in/uploads/gallery/media/calender%20by%20IQAC%2017-18-1615919400.pdf">https://mgcollegekharsia.in/uploads/gallery/media/calender%20by%20IQAC%2017-18-1615919400.pdf</a> |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <b>5. Accrediation Details</b>  |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>C++</td> <td>67.00</td> <td>2005</td> <td>28-Feb-2005</td> <td>27-Feb-2010</td> </tr> </table> |                 |                                       |   |             |             | Cycle   | Grade | CGPA | Year of Accrediation                          | Validity        |                                       | Period From | Period To | 1 | C++ | 67.00 | 2005 | 28-Feb-2005 | 27-Feb-2010 |
| Cycle   | Grade           | CGPA                                  | Year of Accrediation  | Validity    |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
|   |                 |                                       |   | Period From | Period To   |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| 1   | C++             | 67.00                                 | 2005  | 28-Feb-2005 | 27-Feb-2010 |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <b>6. Date of Establishment of IQAC</b>   |                 |                                       | 30-Dec-2015   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <b>7. Internal Quality Assurance System</b>   |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| <table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>                             |                 |                                       |   |             |             | Quality initiatives by IQAC during the year for promoting quality culture |       |      | Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |             |           |   |     |       |      |             |             |
| Quality initiatives by IQAC during the year for promoting quality culture   |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
| Item /Title of the quality initiative by IQAC   | Date & Duration | Number of participants/ beneficiaries |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |
|   |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |     |       |      |             |             |

|   |                  |    |
|---|------------------|----|
| 1st Meetings of IQAC organized during the session | 28-Jun-2017<br>1 | 15 |
| <a href="#">View File</a>                         |                  |    |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty       | Scheme        | Funding Agency | Year of award with duration | Amount   |
|--------------------------------------|---------------|----------------|-----------------------------|----------|
| Govt. Mahatma Gandhi College Kharsia | Annual Budget | State Govt.    | 2018<br>365                 | 22848000 |
| <a href="#">View File</a>            |               |                |                             |          |

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Orientation program for UG /PG students was organized.

SMS facility for the institutional circulation of the notice through website.

General Knowledge and Quiz competition were organized. Raipur visit under know the tools of learning and NatureJungle safari, and central Library was visited.

Kavi Sammelan for the literary talent of the students was organized.

Online Sb Collect system was introduced for Cashless transaction.

[View File](#)

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

| Plan of Action                          | Achivements/Outcomes   |
|---|--|
| Institutional Values and Best Practices | Best Practice 1 Sports: A Habit. Best Practice 2 Learning Through The Travel. Plantation program in the campus. Cleanliness program all around college campus. College decided to register the student under Swachchha Bharat Internship for 100 hours activities and performed various programmes student registerd in this programme and performed 100 hour activities Deorghata village. College celebrated birth anniversary of great personality like vivekanand jayanti and organized various programme on the occasion like National Voters Day, Constitution Day, Martyrs' Day, Aids Day were also organized in the college. |
| Governance Leadership and Management    | Nomination of students union was done in the year. Confidential report is collected from the faculties and staff. SMS facility was provided to the students through the website this year.   |
| <a href="#">View File</a>               |  |

**14. Whether AQAR was placed before statutory body ?**

Yes

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| Staff Council          | 17-Jul-2021  |

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

02-Feb-2018

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The college adopts the information management system .Apart from the use

traditional notice boards displayed at various important locations in the campus for the display of important notices, college website serves as a major information gateway for the various stakeholders. SMS system has been enabled to be sent through the website, Online fee is collected through the SB Collect, Other Social Media are also used for promulgation of information or messages to it stakeholders. A whatsapp group department wise has particularly been formed including teaching and non teaching staff strictly for transmitting official information and messages among the group members and the members to act accordingly. The institutional information or success stories were also circulated through newspapers to reach even to the stakeholders in the distant and remote rural areas. Salary and financial functions are computerized.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Mahatma Gandhi Government Arts & Science College is affiliated to the Atal Bihari Vajpayee University, Bilaspur and follows the curriculum developed by the university. At the commencement of the Academic year the Principal calls a Staff Council Meeting where the Time Table Committee is being set up to make possible all the possible organized for the said purpose. Thus in this way the Principal communicates the syllabus and other guidelines to the respective departments. Head of the Departments coordinate with other Professors of the Department and through them students are informed.. Thus the Timetable Committee headed by the Principal and a senior Faculty Member draws up a detailed timetable which efficiently deploys the units of time for academic and co-curricular purposes as for example, theory, practical, life-skill, value education thereby ensuring a balance between the different types of engagement a student is expected to participate in. Principal & HoDs` take stock of the progress of teaching learning, among other things. Interactive teaching is promoted through students' participation in group discussions. Principal regularly monitors the daily diary and other records also. Departmental time table has also been added the subject name in the allotted time in the central time table. IQAC has prepared a calendar for the departments to celebrate the different events. Semester system has been introduced in the institute that's why the time table is prepared for it and internal exam and seminar and assignment is also done on the priority basis by the department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene | Skill Development |
|-------------|-----------------|-----------------------|----------|------------------------------------|-------------------|
|-------------|-----------------|-----------------------|----------|------------------------------------|-------------------|

|        |     |            |   |     |     |
|--------|-----|------------|---|-----|-----|
| urship |     |            |   |     |     |
| NIL    | NIL | 01/07/2017 | 0 | NIL | NIL |

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course  | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil               | NIL                      | 01/07/2017            |
| No file uploaded. |                          |                       |

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization   | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--|---|
| BA                               | Any three subject among Hindi Literature, History, Economics, Political, Sociology and Geography | 01/07/2017  |

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | Nil         | Nil            |

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
| NIL                 | 01/07/2017           | Nil                         |
| No file uploaded.   |                      |                             |

### 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title   | Programme Specialization                                   | No. of students enrolled for Field Projects / Internships |
|---------------------------|--|---|
| BA                        | Environmental Study and Human Rights of First Year Student | 230   |
| <a href="#">View File</a> |  |   |

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | No  |
| Employers | No  |
| Alumni    | Yes |
| Parents   | Yes |

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

|   |
|---|
| Feedback Obtained   |
| The institution has a mechanism obtaining feedback from various stakeholders. |

As we all know that Feedback is considered as the "heart" of any learning institution which means that the institution cannot exist without a well structured feedback format. Feedback Forms in our institution is taken from the UG and the PG students in the form of Course Feedback. This helps the institution to assess and evaluate the course and update it with the latest major papers which are more application oriented. Forms collected in the form of Student evaluation and the 10 percent of the whole data is taken for the discussion and is analysed. The Principal reviews all the feedback forms and has review meetings with the Staff. This information gives us the needed regarding Teaching - Feedback form of teacher consists of Depth of content syllabus covered encouraging ability certification attitude of the teacher Teaching methodology makes the feedback more practical and skill oriented. Student Feedback for college office staff consists of monitoring capacity of Principal probability to get information attitude of office staff transparency in admission procedure. The feedback is taken from the Parents. We need to get the overall academic based information from the parents. We take the data from the parents feedback form. This information gives us the needed regarding Teaching - Learning Environment, Teaching Learning Process, Students Discipline, Infrastructure, Attitude of college staff, and Transparency in Admission Procedure. Usefulness of course in obtaining the required data from the students and parents is obtained with the excellent/very good/ Good/ Average/ Below Average in 5/4/3/2/1/ point weightage. Alumni is also a responsible person for the institute for more informed structure. We also took feedback from alumni.. In order to gain the teaching - Learning Environment , Process, Students Discipline Infrastructure, Attitude of college staff, Examination process and procedure, Issuing of the degree certificate, Transparency in admission Procedure, Usefulness of course in obtaining employment with the excellent/very good/ Good/ Average/ Below Average in 5/4/3/2/1/ point weightage.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme     | Programme Specialization  | Number of seats available | Number of Application received | Students Enrolled |
|---------------------------|---|---------------------------|--------------------------------|-------------------|
| BA                        | Hindi Literature, History, Political, Sociology, Economics, Geography | 240                       | 658                            | 240               |
| <a href="#">View File</a> |   |                           |                                |                   |

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2017 | 1177  | 340   | 7   | Nil   | 17   |

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll                           | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|--|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 24   | Nil   | 5                                 | 1                                | Nil                        | Nil                             |
| <a href="#">View File of ICT Tools and resources</a> |   |                                   |                                  |                            |                                 |
| No file uploaded.                                    |   |                                   |                                  |                            |                                 |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

|  |
|--|
| The institution did not have a formal mentoring system, however all students in the beginning of the session were instructed that they can have open access to the teachers for any short of problem they face regarding their academic, or psychological the students were given guidance or counseling by the teachers who were there in their subject/admission committee of their admission. The admission committee has the standing instruction to look into and solve the problems of the students on priority basis. The teachers work as Mentors to the class they usually take occasionally they visit the class and ask them about their well being and also provide them necessary counseling regarding their problems keeping mind their educational socio economic background. |
|--|

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 1517   | 14                          | 1:108                 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 24                          | 24                      | Nil              | 13                                       | 4                        |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| Year of Award     | Name of full time teachers receiving awards from state level, national level, international level | Designation         | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|---------------------|--|
| 2017              | NIL   | Assistant Professor | NIL  |
| No file uploaded. |   |                     |  |

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name            | Programme Code | Semester/ year            | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---------------------------|----------------|---------------------------|--|---|
| MA                        | 441            | 1st sem Political Science | 08/01/2018   | 22/05/2018  |
| MA                        | 411            | 1st sem Hindi             | 08/01/2018   | 22/05/2018  |
| <a href="#">View File</a> |                |                           |  |   |



## 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We strictly follow the academic calendar circulated by the Department of Higher Education, it contains the number of teaching days, internal evaluation and examination dates etc. Our institution is affiliated to Atal Bihari Vajpayee University Bilaspur. Apart from traditional methods of evaluation of a student's performance, the teachers of the college employ other methods for evaluation. From the month of August unit tests start in all the departments and the college follows the calendar for internal exams throughout the year. There is an internal assessment cell to coordinate the Tests and exams. The teacher is given the relaxation to make the test possible with the individuality of the completion of his/her unit in the class.

## 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar for the colleges is prepared and circulated by the department of higher education Chhattisgarh every year. The same is distributed among the teachers and non teaching staff of the college at the beginning of the session for making planning for the classes by various department and distribution of papers to the teachers for their subjects. the calendar contains the number of teaching days and the schedule of internal exams, it also contains national, state level, local holidays and the list of vacations the academic calendar also includes extracurricular activities like annual sports, constitution of students union and annual sports and cultural activities the institution follows the schedule of the academic calendar of the department at its best. In P. G. the semester system is introduced by the Affiliated university. Thus due to semester system introduced for Post graduation classes and for this detail of admission and examinations are added in the academic calendar.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://mgcollegekharsia.in/page/programme-outcome>

## 2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization  | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|---|---|---|-----------------|
| 3              | BA             | Hindi Literature, History, Sociology, Political Science, Economics, Geography with compulsory foundation course | 180   | 140   | 77.7            |

[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://mgcollegekharsia.in/page/sss>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Total                 | 0        | NIL                        | 0                      | 0                               |
| No file uploaded.     |          |                            |                        |                                 |

#### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date       |
|---------------------------|-------------------|------------|
| NIL                       | NIL               | 01/07/2017 |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| NIL                     | NIL             | NIL             | 01/07/2017    | NIL      |
| No file uploaded.       |                 |                 |               |          |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| NIL               | NIL  | NIL          | NIL                  | NIL                | 01/07/2017           |
| No file uploaded. |      |              |                      |                    |                      |

#### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0     | 0        | 0             |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| NIL                    | Nil                     |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type                      | Department | Number of Publication | Average Impact Factor (if any) |
|---------------------------|------------|-----------------------|--------------------------------|
| International             | HINDI      | 3                     | 4.75                           |
| <a href="#">View File</a> |            |                       |                                |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|------------|-----------------------|
| NIL        | Nil                   |

No file uploaded.

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| NIL                | NIL            | NIL              | 2017                | 0              | NIL   | Nill  |

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
| NIL                | NIL            | NIL              | 2017                | Nill    | Nill  | NIL   |

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | Nill          | Nill     | 1     | Nill  |
| Presented papers            | Nill          | 4        | Nill  | Nill  |

[View File](#)

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities   | Organising unit/agency/ collaborating agency  | Number of teachers participated in such activities | Number of students participated in such activities |
|---------------------------|---|--|--|
| Kabaddi (Female)          | Chakradhar Samaroh Raigarh                    | 3  | 11   |
| Kavi sammelan on 23/09/17 | Naw Srijan Sahitya evam kala manch Hindi Dept | 1  | 35   |

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NIL                  | NIL               | NIL             | Nill                         |

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating | Name of the activity | Number of teachers participated in such | Number of students participated in such |
|--------------------|--------------------------------------|----------------------|---|---|
|--------------------|--------------------------------------|----------------------|---|---|

|                           |        |            |           |           |
|---------------------------|--------|------------|-----------|-----------|
|                           | agency |            | activites | activites |
| NSS                       | NSS    | PLANTATION | 7         | 60        |
| <a href="#">View File</a> |        |            |           |           |

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| NIL                | NIL         | NIL                         | 0        |
| No file uploaded.  |             |                             |          |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| NIL               | NIL                  | NIL   | 01/07/2017    | 30/06/2018  | 0           |
| No file uploaded. |                      |   |               |             |             |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation      | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-------------------|--------------------|--------------------|---|
| NIL               | 01/07/2017         | NIL                | Nil   |
| No file uploaded. |                    |                    |   |

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 2.75   | 2.72   |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities   | Existing or Newly Added |
|--|-------------------------|
| Others   | Existing                |
| Others   | Newly Added             |
| Value of the equipment purchased during the year (rs. in lakhs)                          | Newly Added             |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added             |
| Seminar halls with ICT facilities  | Newly Added             |
| Laboratories   | Existing                |
| Class rooms  | Newly Added             |

|                           |          |
|---------------------------|----------|
| Campus Area               | Existing |
| <a href="#">View File</a> |          |

#### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| NIL                       | Partially                                 | NIL     | 2017               |

4.2.2 – Library Services

| Library Service Type      | Existing |         | Newly Added |        | Total |         |
|---------------------------|----------|---------|-------------|--------|-------|---------|
| Text Books                | 31202    | 3451196 | 986         | 276287 | 32188 | 3727483 |
| Reference Books           | 2435     | 819635  | Nill        | Nill   | 2435  | 819635  |
| <a href="#">View File</a> |          |         |             |        |       |         |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| NIL                 | NIL                | NIL                                   | 01/07/2017                  |
| No file uploaded.   |                    |                                       |                             |

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type     | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 8               | 0            | 0        | 0                | 0                | 0      | 0           | 30                              | 0      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 10                              | 0      |
| Total    | 8               | 0            | 0        | 0                | 0                | 0      | 0           | 40                              | 0      |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

|              |
|--------------|
| 0 MBPS/ GBPS |
|--------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| NIL  | <a href="#">NIL</a>  |

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on | Expenditure incurred on | Assigned budget on | Expenditure incurred on |
|--------------------|-------------------------|--------------------|-------------------------|
|--------------------|-------------------------|--------------------|-------------------------|

|                     |                                    |                     |                                    |
|---------------------|------------------------------------|---------------------|------------------------------------|
| academic facilities | maintenance of academic facilities | physical facilities | maintenance of physical facilities |
| 4.95                | 4.04                               | 1.77                | 1.76                               |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Institution has adequate facilities for teachings viz class rooms, labs, computers etc. Mahatma Gandhi College campus stretches over an area of 9.64 acres at a tranquil locale in the highway towards the Raigarh Kharsia road. The entire built in area is divided into three blocks namely the Main block, the Gymnasium Block and new block having a total campus area of 39011.69 sq. metre. The main block is a two storied building with additional room 2 labs of Physics and Chemistry, 3 libraries with one reading library room one for the books gathered as stock and the third room as the PG reading room which consists of Magazines and also departmental reference books, 20 class rooms, 1 girl's common room, 7 rooms for office and other rooms. All the classrooms are allotted for various classes in the time-table. Time table is such planned as to utilize the rooms for multiple subject lectures. Furniture is set according to the capacity of classrooms. These classrooms are also used for various competitions and events organized by various departmental activities. The general library located with 34623 books at the centre of the main building provides everyone an easy access to the library. Out of the 20 class rooms 6 newly added in the new block, three are zoology, botany and geography labs where the classes are also conducted. All the labs have their own time table for the students. This is generally mentioned in the main time table of the college. Labs divide their batches and students come according to the allotted time of their batches. Lab technician and attendants take care of their attendance and issue them required materials of practicals. There are few maintenance rules for the laboratories that in case of any damage caused by the students, they have to pay fine for the damage in the lab. Sports: We have a stadium with running track, high jump/long jump facility, basketball facilities and a gymnasium with body warming up facilities. In case to inter-college, Sector level, State level and National level participation, department provides T.A. D.A. to students according to the Government norms. Computers: 5 computers are working in the institute and 3 are useless.

<https://mgcollegekharsia.in/uploads/gallery/media/442%20maintenance-1627410600.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

|                                      | Name/Title of the scheme                       | Number of students | Amount in Rupees |
|--------------------------------------|--|--------------------|------------------|
| Financial Support from institution   | STATE- Post matric Scholarship for OBC, SC, ST | 1209               | 5558276          |
| Financial Support from Other Sources |  |                    |                  |
| a) National                          | National Scholarship                           | 17                 | 170000           |
| b) International                     | NIL  | Nil                | 0                |

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved    |
|---|------------------------|-----------------------------|----------------------|
| <b>Yoga</b>                               | <b>21/06/2018</b>      | <b>15</b>                   | <b>Institutional</b> |
| <a href="#">View File</a>                 |                        |                             |                      |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year                      | Name of the scheme      | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|---------------------------|-------------------------|--|--|--|---------------------------|
| <b>2018</b>               | <b>Quiz Competition</b> | <b>20</b>  | <b>Nil</b>   | <b>Nil</b>   | <b>Nil</b>                |
| <a href="#">View File</a> |                         |  |  |  |                           |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| <b>2</b>                  | <b>2</b>                       | <b>1</b>                                    |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus                     |                                 |                           | Off campus                    |                                 |                           |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| <b>NIL</b>                    | <b>Nil</b>                      | <b>Nil</b>                | <b>NIL</b>                    | <b>Nil</b>                      | <b>Nil</b>                |
| <b>No file uploaded.</b>      |                                 |                           |                               |                                 |                           |

5.2.2 – Student progression to higher education in percentage during the year

| Year                      | Number of students enrolling into higher education | Programme graduated from        | Department graduated from | Name of institution joined                  | Name of programme admitted to           |
|---------------------------|--|---------------------------------|---------------------------|---|---|
| <b>2017</b>               | <b>139</b>   | <b>B. Sc.-<br/>118 students</b> | <b>Science</b>            | <b>Govt. Mahatma Gandhi College Kharsia</b> | <b>M.Sc. Chemistry-<br/>18 students</b> |
| <a href="#">View File</a> |  |                                 |                           |   |   |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items                     | Number of students selected/ qualifying |
|---------------------------|---|
| <b>NET</b>                | <b>1</b>                                |
| <b>SET</b>                | <b>1</b>                                |
| <a href="#">View File</a> |   |

#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                  | Level    | Number of Participants |
|---------------------------|----------|------------------------|
| KHO- KHO (FEMALE)         | DISTRICT | 47                     |
| <a href="#">View File</a> |          |                        |

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year              | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|-------------------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2017              | NIL                     | National               | Nill                        | Nill                          | NIL               | NIL                 |
| No file uploaded. |                         |                        |                             |                               |                   |                     |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council election and other activities are planned according to the calendar issued by the University and state government. College appoints one union in-charge to look after all the activities of calendar. Election or nomination of students union depends upon the circular of state Govt. and University. Following the rules issued by the University, college organizes union election. This year according to the University Guideline and announcement we had the formation of the student council on the merit basis. Finally four office bearers and class representatives form the students union. This union consist of 30 percent seats reserved for female candidates, apart from this one seat is reserved for female candidates among these four main office bearers. Student union plays an important role in all the major activities like-Annual Function, sports and over all development of the college.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

34

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting was held on 19/12/2017

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The two practices of decentralization and participative management during the last year are Internal Quality Assurance Cell: IQAC (Internal Quality Assurance Cell) of the college certainly the concrete practice of decentralization and



participative management. The IQAC has the members as the teachers of the institution and also the local industrialists and local administration and several stakeholders for the needed creativity regarding the enhancement of the institutional quality. The committee holds the changing process of quality enhancement of quality teaching learning, infrastructure, information technology, faculty development and many more such activities of the college through its regular meetings ensures the best implementation of above mentioned system. Various functions and initiatives adopted by IQAC are activated after decentralizing the responsibilities to the faculties and staff. IQAC itself is comprised of members from various fields and stakeholders. 2) The College staff Council : Our College staff council committee is the best example of decentralized and participative management. (1) There is a College staff Council consisting of the Principal and all teachers of the College. The Principal, of the College shall respectively be the ex-officio President of the Council. (2) The staff Council regular meets during the academic year. It shall perform the following duties namely :- (a) To discuss the progress of studies in the college. (b) To bring to the notice of the Governing Body the needs of the students and teachers (c) To make recommendations to the Principal or the Governing Body for improvement of the academic efficiency of the College (d) To advise the Principal on such matters relating to the internal management of the college and discipline of its students as may be referred to it from time to time (e) To advise and assist the Principal in the preparation of the time table, allocation of teaching work and for the organization of the extra-curricular activities of the college (f) To consider and to bring to the notice of the Governing Body matters affecting the interests, rights and privileges of the teachers as a class.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type              | Details   |
|----------------------------|---|
| Curriculum Development     | College is an affiliated institution of Bilaspur University. University communicates the curriculum to all the affiliated colleges. Prior to this, university holds a series of meetings with the principal of the colleges. Various suggestion of faculties and staff is communicated to the university through the principal. |
| Teaching and Learning      | Apart from traditional methods of teaching, use of ICT is encouraged. The learning skills of students are enhanced through participation in seminar / Group discussion/debates also.  |
| Examination and Evaluation | Final and semester end exams are conducted according to the norms made by the affiliating university. College follows the instructions of university for the main exams. Internal exams are conducted by the college itself. College conducts internal exams fairly to evaluate and improve the                                 |

performance of the students. Internal assessment of P.G. in all semester consists of assignment, seminar, and presentation and over all performance of the student. Practical exams and Viva-Voce is conducted according to the university calendar. Field visits and project works are a part of internal assessment for the subjects concerned.

#### Research and Development

College always motivates faculty members in the field of research and development faculties can participate in seminars and workshops with preapproved permission. Rate of research activities among faculties is progressing every year. Publications and participation in seminars are a part of regular activities of faculties. Faculty members are motivated for publication of research papers preferably in peer reviewed journals. Teachers are also encouraged to present papers in national international seminars / workshops etc and also to act as resource persons whenever invited.

#### Library, ICT and Physical Infrastructure / Instrumentation

Institution has adequate facilities for teachings teach viz class rooms, labs, computers etc. Mahatma Gandhi College campus stretches over an area of 9.64 acres at a tranquil locale in the highway towards the RaigarhKharsia road. The entire built in area is divided into three blocks namely the Main block, the Gymnasium Block and a new block having a total campus area of 39011.69 sq. mtrs. The main block is a two storied building with additional room 2 labs of Physics and Chemistry, 3 libraries with one reading library room one for the books gathered as stock and the third room as the PG reading room which consists of departmental reference books, 20 class rooms, 1 girl's common room, 7 rooms for office and other rooms. All the classrooms are allotted for various classes in the time-table. Time table is such planned as to utilize the rooms for multiple subject lectures. Furniture is set according to the capacity of classrooms. These classrooms are also used for various departmental activities. The general library located with 34623 books at the centre of the main building provides everyone an easy access to the library. Out of the 20

class rooms 6 newly added in the new block, three are zoology, botany and geography labs where the classes are also conducted. All the labs have their own time table for the students. This is generally mentioned in the main time table of the college. Labs divide their batches and students come according to the allotted time of their batches. Lab technician and attendants take care of their attendance and issue them required materials of practical's. There are few maintenance rules for the laboratories that in case of any damage caused by the students, they have to pay fine for the damage in the lab.. Sports: We have a stadium with running track, high jump/long jump facility, football, volleyball, cricket and basketball facilities and a gymnasium with body warming up facilities. In case to inter-college, Sector level, State level and National level participation, department provides T.A. D.A. to students according to the Government norms. Computers: 5 computers are working in the institute

#### Human Resource Management

College deposits salary through E-Kosh online on time. Due to NPS, college takes special care of the salary to be deposited on time. Our institution provides the Faculty members open options to attend the Orientation / Refresher courses .Study Leaves for faculties pursuing M.Phil./Ph.D as per government of Chhattisgarh norms are given. Necessary Increments are given at various levels as per government of Chhattisgarh norms. Appointment in the teaching post of georgraphyis done through Jan Bhagidari Samiti and the vacant post of the different departments is filled as guest faculties appointed by the Higher Education Departments order. Both the types ofposts are filled on the merit basis. Guest faculties are paid through Government portal and JBS appointed faculties are paid through Jan Bhagidari account of the college.Teachers self appraisal is maintained through their academic dairy. Reporting to the higher authority about the performance and sensuality of the staff at annual basis of PBAS Performa.

| E-governance area             | Details  |
|-------------------------------|--|
| Planning and Development      | <p>Institutional website is the source of all the information of college. Website has all the important links. Institutional data is provided in AISHE portal. Departmental information is also provided in the website. Activities of N.S.S, N.C.C., Sportsetc are uploaded in the website. Applications and proposals to the higher education department Raipur are communicated online for the institute.</p> <p>Use of SMS and Whatsapp for dissemination of information and Submission of demands and budget requirements are also done through online. Online submission of the fees for the whole academic session is done.</p> |
| Administration                | <p>Most of the circular and the notices are circulated through departmental SMS or whatsapp.</p>   |
| Finance and Accounts          | <p>Account section and office are fully computerized. They have the work with the six computers. Mostly of the office work is done by the computer with the help of 1 data entry operator and 1 assistant. All govt. budgets including salary are received through online portals since 2007. Salary slips and NPS, GPF deduction details are available on C.G Government portal. Online budget allotment. Online GPF CPF data. Online transfer of the amount of Tablets done in the session. Student data under the YuvaSuchanaKrantti was made available by the college.</p>   |
| Student Admission and Support | <p>Admission system and student database system are partially computerized. Online submission of scholarship forms were done by the students. Amount of scholarship is transferred electronically in the accounts of students. Syllabus available through university portal .online registration and admission for 1st year classes of UG and PG 1st semester started by affiliated university in this session.</p>  |
| Examination                   | <p>The affiliated university opened the filing of the online examination forms, Revaluation forms/supplementary exams application and also the results were declared through the University website.</p>   |

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year              | Name of Teacher | Name of conference/<br>workshop attended<br>for which financial<br>support provided | Name of the<br>professional body for<br>which membership<br>fee is provided | Amount of support |
|-------------------|-----------------|---|---|-------------------|
| 2017              | NIL             | NIL   | NIL   | Nill              |
| No file uploaded. |                 |   |   |                   |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year                      | Title of the<br>professional<br>development<br>programme<br>organised for<br>teaching staff | Title of the<br>administrative<br>training<br>programme<br>organised for<br>non-teaching<br>staff | From date  | To Date    | Number of<br>participants<br>(Teaching<br>staff) | Number of<br>participants<br>(non-teaching<br>staff) |
|---------------------------|---|---|------------|------------|--|--|
| 2017                      | workshop<br>for<br>Internal E<br>xamination<br>/ Seminar<br>Process                         | NIL   | 14/10/2017 | 14/10/2017 | 24   | Nill   |
| <a href="#">View File</a> |   |   |            |            |  |  |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the<br>professional<br>development<br>programme | Number of teachers<br>who attended | From Date  | To date    | Duration |
|--|------------------------------------|------------|------------|----------|
| Refresher<br>Course                                      | 1                                  | 01/12/2017 | 22/12/2017 | 22       |
| Refresher<br>Course                                      | 1                                  | 24/10/2017 | 13/11/2017 | 21       |
| <a href="#">View File</a>                                |                                    |            |            |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 3         | 10        | Nill         | Nill      |

6.3.5 – Welfare schemes for

| Teaching  | Non-teaching   | Students  |
|---|--|---|
| Catual Leave, Medical<br>Leave, Earn Leave, Study<br>Leave, Optional Leave,<br>Duty Leave, etc.<br>accordingly C G<br>Government. | Festival Advance,<br>Catual Leave, Medical<br>Leave, Duty Leave,<br>Optional Leave etc.<br>according to the<br>Chhattishgarh Government. | • Scholarships •<br>Library Facility for all<br>type Student • Free<br>stationery for SC ST<br>Students • Environmental<br>Tour for UG 1st st year<br>student |

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal audit: Our institution has yearly internal audit / check by committee appointed by the Principal.. Financial audit is done yearly by CA for JBS. .External Audit : As the college is a government organisation, financial audit is conducted by the Auditor Generals office of Chhattisgarh and Department of Higher Education as well.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose     |
|--|-------------------------------|-------------|
| Janbhagidari Samiti                                      | 880478                        | Development |
| <a href="#">View File</a>                                |                               |             |

6.4.3 – Total corpus fund generated

0

## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

| Audit Type     | External |        | Internal |                         |
|----------------|----------|--------|----------|-------------------------|
|                | Yes/No   | Agency | Yes/No   | Authority               |
| Academic       | No       | NIL    | Yes      | Principal and Committee |
| Administrative | No       | Nil    | No       | Nil                     |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) PTM is organised for aiming on to get the valuable suggestions and advices regarding the more improvement in academic and office management. 2) The Principal thus takes all the meeting briefing and also the valuable suggestions on record with the help of PTM incharge Professor and the dealing clerk. 3) Then all the suggestions are enlisted and brought to notice of the college staff council what students are afraid of discussing with college administration/ teacher .In this way the Staff council also puts various suggestions as a solution to the various problems also faced by the institution.

6.5.3 – Development programmes for support staff (at least three)

1)Workshop on Tax calculation. 2) Workshop for Main Examination Process.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) Orientation for UG/PG students. 2) SB COLLECT for Online Fee collection. 3) SMS facility for the institution for circulation of the important information..

6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF                | No  |
| c)ISO certification                    | No  |
| d)NBA or any other quality audit       | No  |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year                      | Name of quality initiative by IQAC                | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---------------------------|---|-------------------------|---------------|-------------|------------------------|
| 2017                      | 1st Meetings of IQAC organized during the session | 28/06/2017              | 28/06/2017    | 28/06/2017  | 15                     |
| <a href="#">View File</a> |   |                         |               |             |                        |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme                | Period from | Period To  | Number of Participants |      |
|---------------------------------------|-------------|------------|------------------------|------|
|                                       |             |            | Female                 | Male |
| Kabaddi in Chakradhar Samaroh Raigarh | 27/08/2017  | 29/08/2017 | 11                     | Nill |
| Oath Ceremony-student Union           | 07/09/2017  | 07/09/2017 | 18                     | 9    |
| District level Kho-kho (Female)       | 08/10/2017  | 08/10/2017 | 47                     | Nill |
| Save daughter                         | 12/10/2017  | 12/10/2017 | 45                     | 30   |
| Cultural Program                      | 14/10/2017  | 14/10/2017 | 6                      | 2    |
| District level Kabaddi (Female)       | 30/10/2017  | 30/10/2017 | 65                     | Nill |
| District level Athletics              | 07/11/2017  | 08/11/2017 | 11                     | 17   |
| NSS camp at Nangoi                    | 15/01/2018  | 21/01/2018 | 17                     | 28   |
| NCC day                               | 28/11/2017  | 28/11/2017 | 65                     | 85   |
| Marathon Running                      | 20/12/2017  | 20/12/2017 | 8                      | 1    |
| Essay on Cleanliness                  | 22/12/2017  | 22/12/2017 | 3                      | Nill |
| Youth Spark Competetion 2nd level     | 29/12/2017  | 29/12/2017 | 14                     | 6    |
| Annual Function                       | 23/01/2018  | 23/01/2018 | 44                     | 26   |
| Tour - Dongargarh                     | 27/01/2018  | 28/01/2018 | 43                     | 50   |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:



Percentage of power requirement of the University met by the renewable energy sources

The institution does not have any provision for using renewable source of energy, however the college has started to save the needed energy by using the LED bulbs.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-----------------|--------|-------------------------|
| Ramp/Rails      | Yes    | Nil                     |

#### 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative             | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|--------------------------------|------------------|--|
| 2017 | 1  | 1  | 29/12/2017 | 1        | Cleanliness at Mauhapali       | Cleanliness      | 41   |
| 2018 | 1  | 1  | 15/01/2018 | 7        | 7 days' Special camp at Nangoi | Literacy         | 54   |

[View File](#)

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title            | Date of publication | Follow up(max 100 words)   |
|------------------|---------------------|--|
| College Brochure | 16/05/2017          | A Code of conduct for students is published in the college brochure every year for the perusal and conduct of students . |

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                     | Duration From | Duration To | Number of participants |
|------------------------------|---------------|-------------|------------------------|
| Special camp for youth voter | 08/07/2017    | 08/07/2017  | 45                     |

[View File](#)

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Since 2014 our institutional space is zero plastic campus. We the teachers and also the students over all are fully responsible for the cleanliness drive. Plantation, Garden making with JBS is also done with the priority. The watering process is done by the NSS and NCC cadets with full devotion and care. Less electricity use is also initiated by the teachers in order to make the campus more energy efficient to save electricity. Students are advised to use cycles, walk rather or to use public transports as convince than their use of bikes.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices



**BEST PRACTICE (1) Sports : A Habit Objectives of the Practice :** Since last year we had made the sports a great thing of life where the students were given more priority for making the sports as a career in all fields of academics works. Mentoring students also on sports. • Creating an environment through awareness programmes to enable the students to realize their full potential forgetting together for the sports, learning and solving their problems independently • Involving sports officers and Government officials to enlighten the students on different opportunities regarding the sports quota job opportunities. • Organizing discussions on sports opportunity to enable the students to realize the true essence of sports, thus leading to more equality and harmony in family and society. • Development of vocational and technical skills among the sportsman students by providing special training to enable them to become more confident on various sports as their career. • Extending financial assistance to the deserving poor women of disadvantaged sections to help acquire their needs for the sports essentials.

**The Context :** Now the students are eager to join in sports activities. The parents were also now on wards putting their child free for the practice sessions. Sports officers and the other professors were also taking keen interests in providing needed assistance to the sports students. **The Practice:** M G govt. Arts and Science College Kharsia has set the aim, the college established a Sports Cell with a senior teacher as incharge as its Coordinator (Sports Officer) and three other teachers as its members. All students interested in sports are eligible to take part in sports competition according to latest sports booklet issued by C G Government. irrespective of their status. The Coordinator and the members of the cell meet and decide the conduct of practice sessions and also awareness sessions during leisure hours sensitizing to know why and how they are given subservient role in spite of their equal or even more abilities than their counterparts. They also draw an annual action plan for organizing various awareness programmes / practice sessions for the game and interactive sessions. Sports officer also organized 5 district level competitions in college : Boys Kabbadi Girls Kabbadi Girls Kho kho Athletics boys Athletics girls The Principal along with the Coordinator monitors the implementation of the plan. The Coordinator and the members are responsible for the implementation of the programmes in consultation with other sports officers from various other institutes. The sports Cell is working for the motivation and practice sessions to be organised for the better competition abilities. The whole session torched on being a sportsman why, how and shouldn't we? Various benefits of being a sports man were provided. Sports and games are not mere physical activities alone. They play a more significant role in making the students confident, adaptable, alert, and happy but in most of the institutions, the games period is for relaxation. It is for breaking the humdrum of academic lessons. A sport as a career choice is still not a lucrative option for many in our country. So, let us now delve into the advantages of sports and games in life. We all set the single motto of such good qualities to be evolved in our life: 1. Physical benefits: Sports and games make you more fit. They make your muscles stronger and keep the bones, heart, and lungs in good condition. When you play sports regularly, you use up the fatty molecules. It implies that you have less chance of blood clotting and heart attack. Physical games are the natural healer for the obesity menace. At least now, we should make sports a mandatory part of the curriculum in schools and colleges. Once people enjoy playing, they may not go for exercise routines to decrease weight. Children who learn to play sports become active adults. 2. Sports make you a moral human being: Sports teach many life skills required for good conduct in society. When you play sports, you imbibe qualities such as honesty, teamwork, leadership, and strategic planning. These skills will be helpful in every walk of life. Children in sports learn to follow the rules and respect teammates and opponents. As adults, they will not readily resort to dubious and corrupt practices. 3. Sports help in enhancing your EQ: Players are not afraid of losing a game. Sports people can accept rejections and defeats

better. Similarly, they do not get carried away by their victories. They understand that success and failure are both part of the game. Life becomes a lot easier when a similar thought process is applied to all aspects. 4. Sports can boost academics: Playing games increase concentration power. The more you practice, the higher the potential of your brain. You become good at decision making. You are ready to take up challenging subjects. Therefore, sports people can study faster and are good at solving logical and analytical problems.

Moreover, sports teach you the value of time. Students who play sports do not waste their precious time in gossiping and fault-finding. Evidence of Success:

We had succeeded in the kho kho women and men very much and hopefully we had the basic of kho kho in the DNA. We thought to go beyond the kho kho towards more of the athletics and team games. So we had good runners/players in our team. 100mtr runner, 200mtr runner, javeline thrower, discus thrower, shotput thrower, long jumper, high jumper and several other sports man who had the dream of play well be well. The success story of the college team along with the photo was given in the newspaper which highly motivated the students and also their parents. They felt glad to see their children sportsmanship spirit.

Thus the whole story of making the sports a main theme came true for the institution. The whole success story of the sports achievement is shown throughout the high achievements as shown in the list given in website.

Problems Encountered and Resources Required: Being a government college every motivation or any benefit needed has to be through the long process of note sheet process and also the satisfaction. But the true motivation was done by the whole teaching staff with the availability of spoken words as the only financial benefit. But the true determination and confidence made the second year of making a practice possible for students. BEST PRACTICE (2) Learning

through the travel Goal: Learning by visiting different places makes the student more confident. Context: Travel allows you the thrill and excitement of learning and adventure. When traveling is done with much of planning to discover what lacks near us in terms of knowledge and experience it always teaches us a lot. Thus it becomes an adventure as there is uncertainty and the excitement of delving with the unknown. Practice: We always use to visit a place in the geography department. We planned to visit more places in order to

have a year of learning through the traveling. 1) Dongargarh visit was scheduled for the first year of the UG for the purpose of environment learning on 27-28 Jan. 2018. The incharge was Dr. R.K. Tandon was the incharge professor for the whole visit schedule. Guest faculty Mdm. Tulsi Patel and student union president Ms. Sushma patele were also with them for the security of the girls.

The whole team of 93 students and 8 teachers went on the Local train to the Dongargarh. They went to view the Bamleshwari temple and also the hills and plains and the natives nearby the area. They had the gain in the knowledge of the problems and also the benefits of the natives who live in such areas. 2)

The proposal of visiting Damaudhara was plan of Geography department field project to be scheduled on 17 Feb. 2018. The incharge professor was Prof.

R.K.Tandon. The geography department incharge Prof. Manoj Baretha was the organizing secretary. 32 geography department students of BA 3 were selected for the tour in the supervision of Dr. R.K. Tandon , D. Sanjay and Manoj Baretha . On the morning at 7: 00 am in the morning a bus was fixed to take the students and the professors. The whole team reached the place at near about 8: 30 am. They had the breakfast there and then started the viewing and monitoring the different geographical notifications. The team worked hard with all the beautiful geographical learning and put all those in the report as projects. 3)

The trust of Sharda dinanath Sevasansthan Trust Bayang Kharsia Distt. Raigarh (CG) has initiated the plan of visiting Raipur under their own expense the Naya Raipur, Central Library, Jungle safari and Botanical Garden and Zoo on 21st Feb of 2018. The principal moved the whole plan under himself as the motivator and the incharge of the visit. The teachers were Juvel kerketta, K.Ekka, Dr. R.K.

Tandon, JR Kurrey and other teachers were the guide for the whole students

security.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://mgcollegekharsia.in/uploads/gallery/media/best%20practices-1626546600.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Vision of the College To promote the inclusion or to equip the underprivileged students from the rural/urban areas to meet the challenges of education, work and life. Inclusion: Inclusion is a multidimensional Process to enhance Human capabilities, equal opportunities for social, political, economic participation, encouraging social interactions, strengthening the social ties, solidarity, cohesion, integration and opening up the access to participate in all spheres of life. As an Government co-educational Institution we have staff and students from diverse background with different orientations and capabilities. We have a demographic diversity as the students are hailing from different socioeconomic background, come from diverse regions having own language preferences. With respect to this 'uniqueness', we are trying to inculcate the value of 'togetherness' among all the members of this institution by giving space to each and every stakeholder to participate, explore, enhance and attain their full potential, ultimately making society more equitable place. To achieve this Vision as set by our Institution, every member is participating in own capacity like: 1) Active career guidance counselling cell for the students. 2) Art Circle for celebrating culture of Uniqueness. 3) Special efforts are taken by the faculty members to make the class room more vibrant by promoting and encouraging dialogue and participation amongst the students. 4) Rural staff and students. 5) Feedback system allows the students to freely share their individual views about the syllabus, teaching techniques, classroom environment to improve the learning experience. 6) Management of the institution with all eagerness and spirit promotes environment for the self and professional development amongst the faculty. 7) Inclusive Classrooms (Group Activities small research projects, Discussion Groups, exploring new media for classroom teaching) . 8) Value Education (National Youth Day, Awareness Campaign, Community engagement, College publications)

Provide the weblink of the institution

<https://mgcollegekharsia.in/uploads/gallery/media/mission%20and%20vision%2017-18.pdf>

### 8.Future Plans of Actions for Next Academic Year

? Mentoring system should be introduced in the institute. ? Seminar room facility for the students of all available P.G. courses to present their seminars under one roof. ? Strengthening of the Placement Cell for the students for better Campus/ SET/NET /SI/Vyapam and other competitive exams. ? Motivation for enriching the Community Services of NCC/NSS/Red crosses society. ? Formation of the online Feedback from the students in which there should be a questionnaire based. ? The facility of providing low-cost sanitary napkins for the girl students. ? Construction of an android application of the institute for the better deployment of the notices and circulars among the students. ? Making arrangements for more plantations in college area.