



IQAC

Annual Report : 2019-20

IQAC has been formed in the college from 30th December 2015. The IQAC is formed every two years by including representatives from different area. .Chairperson of IQAC is the Principal of the college, Dr. P.C. Ghritlahare. The chairperson of IQAC appointed IQAC Coordinator to perform the role of coordinator from amongst the faculty. Mr. M K Sahoo is the IQAC Coordinator .

Three meets of IQAC in the session were held on 14/06/2019, 23/10/2019 and 26/02/2020. The compliances and other activities are as follow:

1. Induction program was conducted for newly admitted students on 22nd, 23rd for the UG students and 24th July 2019 for the PG Department.
2. The queries of the students were resolved by creating a help desk.
3. On the basis of merit, the oath ceremony of the student's union was conducted on 24/09/2019.
4. State level volleyball (men) competition was held in September which was hosted by the institute. District level athletics competition was organized in our institutional ground.
5. An awareness program was organized by the Women's Cell for the girl students.
6. The institutional Mentor- Mentee system for the the benefit of the students was made with some more newness. After appointing the Professors as the Mentors, the lab teachers & official staff were also introduced as mentors in order to provide more broad area benefit for the students.
7. Under the placement cell activity Ghanshyam Tandan Hindi Department with roll. No. CG0105204069 cleared UGC NET examination and Ashish Kumar Rathor from the Hindi Deaprtment passed SET examination with the roll. No. 130751177.Chandrika Nishad from the department of Hindi cleared his SET Examination with the roll no. 130651053. Shivlral from the department of Political Science cleared his SET Examination with the roll no. 130853156. Rewati Rathiya from the department of Sociology cleared

her SET Examination with the roll no. 131855167. Ravishankar Manhar from the department of Hindi was selected in the Indian Army as being a student in the current going on MA first semester.

8. SKS Power plant, RKM Plant, DB Plant, Rukmani Power Plant and Monet were visited and discussed with the HR in-charge of the Plants about the placement of students of the institute.
9. Green board for the rooms were purchased.
10. Sanitary pad destroyer machine has been purchased and installed in the girl common room.
11. Departments made their PG councils for their Departments for the current year.
12. Best practices for the current year were:
 - 1) Save Water Save World
 - 2) Go Bicycle: Do Walk Mahatma Gandhi College Kharsia.
 - 3) Blood Donation Camp.
13. Rangoli, Drama, Poster competition were done under the banner of SVEEP.
14. Annual function was organized on 17/02/2020.
15. 7 Days NSS camp was organized in Mura (Kharsia).
16. Blood donation camp concluded on 28/11/2020 with the support of HDFC Bank Kharsia.
17. Workshop on Mahatma Gandhi's humanism "Mahatma Gandhi ka manavtawad, vividhta aur samajik samrasta" was organized by our institution in Auditorium on 22nd October 2019 with the collaboration of Azim Premji Foundation and state school education department.
18. In Hindi & Commerce dept. on 8th of February 2020 two National Research Seminar were organized. Release of book format by the Hindi department and the Souvenir by the Commerce department was done by the Hon. VC ABVV Bilaspur Prof. G.D. Sharma.
19. A workshop on cyber crime and traffic safety was organized on 14th Jan. 2020 where SDO (P) Kharsia was invited as guest for providing guidance to the students.
20. Human Rights Day concluded on 10/12/2019, a keynote speaker was Dr. R.K. Rathore Excise Sub inspector Kharsia.
21. Water conservation was highlighted by organizing program like Rangoli, and poster on save water, save World on 14/12/2019. Discussion, awareness program and various other programs were organized throughout the year for Save water save world & Go bicycle Do walk Mahatma Gandhi College Kharsia as the best practices.

22. A workshop on career guidance was organized where the Superintendent of Police (IPS) Raigarh Mr. Santosh Kumar Singh on 11/02/2020.
23. A workshop on Women Awareness was organized by the Women Cell of the institute on 11/02/2020 in the auditorium where IUCAW DSP Garima Dwivedi Raigarh was the chief speaker.
24. Under the Educational Tour program the students were taken on to Girodhpuri Dham on 12/02/2020.
25. For the better availability of the ICT resources for the better teaching learning process the Dias, Lecture Stands, Sound Speakers, Mata Saraswati Idol, and a separate Trolley Sound System were purchased in the current year.
26. Workshop on Examination preparation was organized on 13/02/2020 for the teaching and non teaching staff.
27. Workshop on research papers/ Book/chapter writing was organized for the teaching staff was organized on 12/12/2019.
28. Workshop on Tax calculation was organized for the teaching and non teaching staff on 01/02/2020.
29. New competitive books were purchased and also were given in the Athenaeum for the learning of the students.
30. Green audit, Energy audit, and Academic and Administrative audit, were conducted in the current year.
31. Two invertors, almira and visiting chairs were purchased and installed in the institute.
32. One computer set was purchased for Library and three printers were also purchased for the official use.
33. Due to COVID 19 the professors of the institute prepared audio/ video lectures for the benefit of the learners. They also uploaded it in You tube and CG school.in as per the better availability of the students.
34. In order to complete the course of second semester & fourth semester. PG in the college, online teaching learning process was started for all subjects through various online application platform, as zoom, Webex, google meet etc. All PG students of 7 PG Departments were benefitted by this move.
35. Online quiz for awareness on COVID 19 assessment was organized on 10/06/2020.
36. Online quiz on international Yoga Day was organized on 21/06/2020.
37. Online feedback was taken by the students for the teaching staff and also for the office. The feedback responses were analyzed and the needed proper action taken was done.

38. Allumni feedback was also taken. Teachers` feedback based on the curriculum and various year long activities was introduced. The feedback responses were analyzed and the needed proper action taken was done.

Teachers Feedback :

According to the decision taken by IQAC in the institute, it has been decided to take teacher feedback in a series of taking feedback from various stakeholders. Due to the feedback given by the teacher, various important suggestions of the teaching and non teaching staff of the College will be received by the IQAC and in line with this; the work of upgrading the quality of the college can only be done. All teachers are ordered to fill out the form provided and present it to the IQAC.

On the date 30/6/2020, in the situation of filling the feedback form from all the teachers received by the IQAC. Thus the institute will get the feedback form to the IQAC deposited before him.

The meeting of the Feedback Committee was held on 10th August 2020 in which the analysis table of the feedback received from the teachers was presented.

Members present:

- 1) Dr. P.L. Patel
- 2) Dr. R.K.Tandon
- 3) Prof. M.K. Sahoo
- 4) Prof. S.K.Ijardar
- 5) D.K.Yadav

Over all Impressiions / Suggestions for improvement

- 1) History department should have a separate room.
- 2) Two assistant professor teachers post must be appointed in the Sociology Department and a separate room should be provided to the Sociology Department.
- 3) M.Sc. in Zoology
- 4) Department wise academic work should be increased in institution.
- 5) Opening of B.A. English literature and M.A. English Literature. Must in Institution.

Feedback Review and Implementation

15 teachers of the college submitted the feedback to the regular assistant professor.

- 1) Strongly agree 4, Agree 11 on the question of Curriculum Design
 - 2) Strongly agree 1, Agree 14 on the question of Facility and learning resources.
 - 3) Strongly agree 2, Agree 13 on the question of Assessment Practice for students
 - 4) Strongly agree 4, Agree 11 on the question of providing Personal & professional growth in the institute.
 - 5) Strongly agree 2, Agree 11, Disagree 01 Unable to comment 01 on the question of Academic and Administrative staff is cordial & provided all necessary information well in advance.
 - 6) Strongly agree 01, Agree 13, Disagree 01 in the question "the institute provides enough opportunities & encouragement for pursuing research related activities."
 - 7) Strongly agree 02, Agree 13, in the question of confidential report(CR) of the professor's is transparent, performance and competence based.
 - 8) Strongly agree 03, Agree 12 in the question of Students status is mostly from average socio economic background.
 - 9) Strongly agree 01, Agree 14, in the question of Students discipline is excellent.
 - 10) Agree 15, in the question of The overall teaching learning environment of the institute is good.
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Implementation

- 1) Based on the first suggestions, a report was given to the IQAC President Principal to create chambers for Heads of Departments for various departments. In the session 2020-21, according to the opinion given to make the HOD chambers in the college. Four department heads' chambers have been constructed. A room has been allotted for the Head of the Department of History, Sociology. Work is in process by the government for the construction of a new building. The process of construction of additional 6 rooms is in progress.
- 2) In the Department of Sociology, regular professors, assistant professors are appointed by the Higher Education Department,

- Raipur. In the college setup, one professor and one assistant professor post are approved. The Assistant Professor is working regularly on the post of an Assistant Professor. The appointment of guest lecturer is done by the principal under the orders of the Higher Education Department, Raipur, who has been appointed in the session 2020-2021.
- 3) MSc Zoology can be opened in the college only after the government provides permission to open courses for MSc Zoology. Correspondence has been done.
 - 4) The activities in the departmental work in the college are active from the very beginning. According to the suggestion, the departments have been instructed and motivated to do more academic activities, due to which online departmental activities have been conducted in 2020-2021 even during the Covid period.
 - 5) BA and M.A. Correspondence has been made to Chhattisgarh Government Higher Education Department Raipur to open it in English Literature College.

Alumni Feedback :

In the session 2019-20, feedback forms were filled from 30 alumni. On 28 February 2020, a meeting of the members of the Alumni Association was held in the seminar hall of the college. The alumni gave his suggestions on the said occasion. Feedback form were provided to the alumni by the faculty of the college. Apart from this, the professors also got feedback from other alumni. The alumni appreciated the college's learning environment in the feedback form, the reading learning admission process in the college. A proposal was given in the meeting to put the analysis of the alumni feedback in front of all the professors. The teachers also assisted in the work of collecting feedback. Alumni Feedback Meeting was held on 7th March 2020, in which the feedback of the alumni was analyzed by the Feedback Committee. In the said session also, the experience suggestions of the alumni were presented before the Feedback Committee. Some shortcomings were pointed out to the professors of the college, which it was decided to try to overcome them.


Suggestions

- 1) PGDCA course should be started in the college.
- 2) MSc classes should be started in various science subjects.
- 3) The study of English literature should be done even at the postgraduate level.

4) Cultural programs should be organized in a grand manner.

Implementation :

- 1) The principal was apprised about starting the PGDCA course.
- 2) A letter was written to the Chhattisgarh government higher education department to start MSc classes in various subjects.
- 3) A letter was written to the Chhattisgarh government higher education department to start MA English.
- 4) Cultural in-charge was appointed to organize the cultural program grandly.


(डॉ. पी.सी. घुतलहरे)
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