



**Pt. REWATI RAMAN MISHRA**  
**GOVT. COLLEGE SURAJPUR (CHHATTISGARH) 497229**

(An Affiliated College of Surguja University, Ambikapur, Chhattisgarh)



[www.govtcollegesurajpur.in](http://www.govtcollegesurajpur.in)  
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Track ID: CH/2015/2074

**SELF STUDY REPORT (SSR)**

Submitted to

**NATIONAL ASSESSMENT & ACCREDITATION COUNCIL (NAAC)**

Bangalore- 560072

**SEPTEMBER 2015**

**SELF STUDY REPORT (SSR)  
FOR  
ACCREDITATION**



**OFFICE OF THE PRINCIPAL, PT. REWATI RAMAN  
MISHRA GOVT. COLLEGE, SURAJPUR**

Ref. No...319.../NAAC-SSR/2015

21st  
Surajpur, Dated 22<sup>nd</sup> Sept. 2015

**To,**  
**The Director,**  
**National Assessment and Accreditation Council**  
**P.O. Box No. 1075, Nagarbhavi,**  
**Bangalore, 560072**

**Subject: Submission of SSR for Accreditation in I Cycle,**  
**(Track ID CHCOGN 22674)**

**Reference: NAAC/E & NER/JP/CHCOGN22674/1<sup>st</sup> Cycle 2015; dated 18<sup>th</sup> March**  
**2015**

**Dear Sir,**

Please do accept our heartiest thanks for accepting LOI and IEQA of the college and permitting us to submit SSR vide your email dated 2nd February, 2015.

The college has uploaded the SSR on its website. The data for 2014-15 has also been uploaded on the AISHE Portal.

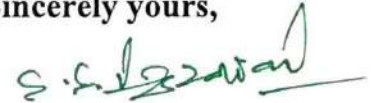
We are sending 05 Hard copies of the SSR and a CD of the same herewith for your kind perusal and further action.

Looking forward to your kind response,

Thanking You,

Enclosed: **05 copies of SSR with 01 CD and all the necessary documents.**

Sincerely yours,



**(Dr. S.S. Agarwal)**

Principal

Pt. Rewati Raman Mishra  
Govt. College, Surajpur (C.G.)  
Principal  
Govt. R.R.M. College  
Surajpur (C.G.)

Place: Surajpur (Chhattisgarh)

Date: 22<sup>nd</sup> September 2015

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## PREFACE

It gives me immense pleasure to submit the Self Study Report (SSR) of our college to the National Assessment & Accreditation Council (NAAC), Bangalore for Accreditation in compliance of our LOI and IEQA submission for further quality sustenance and enhancement of the college. This exercise has provided us with an opportunity to review and analyse the institutional progress and further strengthen ourselves in our quest for Quality in the times to come. The Internal Quality Assurance Cell (IQAC) has been instrumental in raising the bar of excellence and adopting and implementing diverse quality enhancing measures.

The Self-Study Report has been prepared with cordial cooperation of all the staff members of the institution. Following the structure designed by NAAC, the SSR comprises all the five sections: (A) Preface (B) Executive Summary-The SWOC analysis (C) Profile of the Institution (D) Criteria wise Input and (E) Evaluative Report of the Departments. On the basis of the facts mentioned and cited in the SSR, a concrete image of the college may be formed and verified by the visit of the Peer team. In preparing the SSR, the utmost care has been taken to be totally honest to the expectations of the NAAC Peer Team.

The visit of the Peer Team of the National Assessment and Accreditation Council will provide another opportunity to the college to align its still disarrayed activities with the institutions of good repute. We all are heartily inviting, and eagerly waiting for, the Peer Team to visit the college. As a premier and responsible educational institution of Surjapur District of Chhattisgarh, situated in the socio-economically challenged semi-urban area, the college has created a niche for itself so far as the first generation learners of the region is concerned along with its efforts that stamps its mark on the world education map by adopting innovative initiatives, acquiring new skills and employing new techniques. Hope we shall have the pleasure of hearing soon from you about your decision on Peer Team Visit for the Inspection.

  
Dr. S.S. Agarwal  
Principal  
Govt. R.R.M. College  
Pt. Rewati Raman Mishra  
Surajpur (C.G.)  
Govt. College, Surajpur (C.G.)



## **ABOUT THE COLLEGE:**

Pandit Rewati Raman Mishra Government College, Surajpur is situated in the Sarguja Division of Chhattisgarh. The college was established in 1984 and has been the oldest college in the region of Surajpur District. In the past the College was known as Government Degree College but later the Government of Chhattisgarh changed the names of all the Government Colleges and our college was named after the Ex-Member of Legislative Assembly of the area Late Sri. Rewati Raman Mishra. The college is presently affiliated to the Sarguja University, Ambikapur. Before the establishment of Sarguja University, the college was affiliated to Guru Ghasidas Vishwavidyalaya, Bilaspur for quite a long time.

On 17<sup>th</sup> September 1991, the then Chief Minister of undivided Madhya Pradesh Sri. Sunder Lal Patwa inaugurated the new building of the college with 26.5 acres of land. Since the inception of the college, the strength of the students is increasing. The college has started Science and Computer faculty through Janbhagidari Samiti from the year 2010. Now the college is having multi-faculty with professional courses too to address the basic requirements of the new era. The college has the credit of being the Lead College of the district catering to the administrative responsibilities of nine colleges of the district.

The college is forging ahead academically in the streams of Arts, Commerce, Science and Computer Science, suited to meet contemporary needs of youth while giving acknowledgement to the imperatives of pragmatism. It ensures that knowledge never drowns in the sea of information. The college has, equally convincingly, carved a niche for itself in the realm of co-curricular activities. This is the result of an early recognition of the impertinence of the rounded, well-developed personality, guaranteed by a balanced blend of academic, cultural and sports talent. Students are encouraged to actively participate in a great number of events, organized and promoted by numerous committees.

We assure personal attention and care and a healthy environment for the optimum development of the students. Performance is analyzed from time to time through Tests, Examination and Group Discussions. Modes of improvement are suggested and implemented with the help of dedicated and well qualified staff. A

good rapport between students and teachers is encouraged for the benefit of the learners.

We believe in the words of Benjamin Mays who said:

**“The tragedy of life doesn’t lie in not reaching your goal, the tragedy lies in having no goal to reach. It isn’t a calamity to die with dreams unfulfilled, but it is a calamity not to dream. It is not a disgrace not to reach the stars, but it is a disgrace to have no stars to reach for. Not failure, but low aim is sin.”**



## **EXECUTIVE SUMMARY**

Pt. Rewati Raman Mishra Government College, Surajpur which was known as Government Degree College was came into existence in the year 1984. This college is named after the Ex- MLA of the region Pt. Rewati Raman Mishra. The college was recognized under section 2 (f) & 12 (B) of the UGC Act in 1994. Previously the college was affiliated to the Guru Ghasidas University, Bilaspur and later after the formation of Sarguja University in Ambikapur, the college got affiliated to the Sarguja University. The college was accorded the status of the Lead College of the District Surajpur in 2012.

Being the one of the oldest institutions of the region, which has been carved out of Madhya Pradesh, and catering to the academic needs of the area, it has produced distinguished alumni who have served and are still serving the Nation with complete devotion.

The college has a long list of alumni who are serving the nation and have served the nation in different capacities. Other than in academics many of the students of this college are in Judiciary and are working as Judge, Officers in Government Departments, Public Sectors, Private Sectors and many multinational companies. Many students of our college have become Assistant Professors serving in various Govt. colleges of the State have taken their higher education from this institution. Larger is the list of the principals and lecturers in Higher Secondary Schools of the State.

In spite of the fact that most of the students, admitted here, belong to socially, economically and educationally backward classes of the society residing in the most backward region of the state, the Institution has groomed these students into deserving citizens ready to serve the society and the Nation in every domain of life. Though the limited resources have always been the obstacles on the path of its progress, these hurdles have not stopped the institution from fulfilling its mission of educating and grooming the youths of the region into good citizens.

The college at present has two PG and four UG faculties comprising of 13 departments. The Science and the Computer faculties are running under Self-Financed/Janbhagidari Courses. All the courses adopt the syllabi and evaluation pattern of the affiliating university. The curricular activities are carried out according to the

academic calendar of the Department of Higher Education and the University making a suitable time frame at Institution level. The admission process is completely transparent and fair. The admissions are given on merit basis following the rules, including reservation policy, of the Department and the University. The number of admission seekers in the college has constantly been rising. Every year the strength of the college is increasing which leads to less infrastructural resources at our end. Out of 731 students in the year 2014-15, 12% belongs to General Category, 3.7% to Scheduled Caste, 31% to Scheduled Tribe and 54% to the Other Backward Classes. The college is committed towards the educational development of the girl students too. In 2014-15 the total strength of the girls' was 303 which is 41.45% of the total strength of the college. This shows that the college admits the students from diverse backgrounds keeping in mind the gender equity.

There are 10 (02 Professors and 08 Assistant Professors) sanctioned posts and 04 are filled while 06 are lying vacant. Out of the 04 regular teaching staff, two possess Ph.D. degree and one has M. Phil. Degree as their highest qualification. Besides these, one post of Principal, Librarian and Sports Officer is there and only the post of Principal is filled. The other non-teaching staff has strength of 12 filled. The college needs more posts to cater to the needs of rising number of students and the Department has been approached to sanction and fill more teaching and non-teaching posts.

The college is spread in 26.417 acres of land and over 2145Sq.m is constructed. There are 10 class rooms, 4 Science labs and one computer lab with one big hall for meetings, a covered courtyard for various cultural and academic programmes and a Central Library. Sports ground is big and wide enough to host all the field games. The covered court yard is used for cultural activities and public speaking. There are rooms for the Departments, NSS, IQAC and Exam cell, Career and Counselling Cell, Office, Principal's Chamber, Girls Common Room, Cycle Stands, Canteen, and space for Botanical Garden. Inverter backed up Power supply is the other infrastructural facilities available in the Institution.

The institution aims at providing quality education by inculcating social, cultural and moral values and molding the conduct and character of its students, so as



to enable them to face the challenge in their real life. The college makes all efforts to achieve its enshrined goal and mission.

The results of the last three years are fairly good except that of BA. The achievements and performance of the students in extracurricular activities are commendable.

The faculty in the department of English is highly active and research oriented. The English department has send the proposal for the National Conference to the UGC and has submitted a Minor Research Project too. The department has 86 publications and 12 books to its credit with 07 Ph.Ds. completed. The faculty of English is invited throughout the country to deliver lectures in the conferences and seminars based on English Literature and Language.

The curricular activities are ably supported with co-curricular and extracurricular activities. NSS, YRC, Sports and Games and Cultural activities are regularly organised. These include Blood Donation Camp, Health Checkup Camp, Disaster Management Programs, Sanitation, Road Safety Week, and Programmes on Environmental issues which are taken up by the NSS, Youth Red Cross and other departments of the college.

The college is striving to spread its wings in the space which is untraversed, particularly in the field of ICT in teaching and learning and Skill Development of the students. The efforts for expansion of built up space to accommodate the growing number of students have also been made and the proposal is likely to be approved soon. Presently, all the departments are connected with Wi-Fi connectivity. The pay and all the other bills of the staff, the whole process of providing scholarships to the students are carried out on line. The process of admission has also been computerized and will be started from the coming session.

Being the Head of the Institution, Principal coordinates and supervises all the activities (administrative, academic and financial) of the college with the help of learned and experienced faculty members of the college. The interaction and consultation with and active participation of all the members of the college family make decision making process smooth and participatory. The policies and decisions are executed through various committees and grievances and complaints are looked into and resolved through the Grievance Cell, the Women's Cell, Students' Welfare

Committee and, above all, by the Head of the Institute. The IQAC was formed in 2014 and kept on functioning properly. Several developmental initiatives have been taken by it and all have been implemented by the College administration.

The college has always shown its concerns for environmental issues and has taken steps to conserve energy by using it prudently, to make the campus green and clean by planting saplings and conducting cleanliness drives. Mr. G.R. Churendra, Collector of Surajpur District and many other officials like CEO, Deputy Collectors and others took active participation in the Cleanliness Campaign launched by the college in the city.

Awareness Rallies and celebration of all the days of Importance is the regular feature of the college. Some innovations have been made in the teaching and learning processes. The departments guided the students to prepare their projects based on the survey data collected from the society on real social issues and thus engaged them to understand and feel an affinity with the suffering humanity. The Department of English uses multimedia and power point presentations in delivering lectures to make the students aware of the ICT. Total harmony and congeniality in the campus and praiseworthy communication between college staff and the students are the best practices followed by the Institution.

The above executive summary is just a glimpse of the facts detailed in the Self-Study Report and may be taken as a base on which the structure has been erected.



## **SWOC ANALYSIS:**

Truly speaking, the 'Quest for Excellence' ignited with the preparation of the Self-Study Report (SSR) of College. During this process the College could identify its strengths and weaknesses, opportunities and challenges in the teaching and learning processes.

### **STRENGTHS:**

- The oldest and well known College of the Region and the second oldest of the State.
- The only Multi Faculty Co-educational Government PG Institution of the city.
- Convenient location at the State Highway.
- Equitable excess to all with lowest fee structure.
- Merit based transparent admission process with strict adherence to the policies and norms of the State Government and the University.
- Highly qualified, experienced and dedicated faculty members.
- Student- oriented teaching-learning with personal care.
- A systematic approach to teaching plan according to the academic calendar of the Dept. of Higher Education and the University.
- Canteen and parking facility for students and teachers.
- A big playground for all the field games, a hall for indoor games.
- Highly active NSS and Youth Red Cross Units for both the boys and the girls and well managed extracurricular activities.
- Facilities for students – Purified drinking water, Wi-Fi, and library.
- Examination centre for University Exams and major Competitive Exams.
- Team work, dedication and harmony among staff members.
- Healthy, amicable and congenial academic environment in the campus.

### **WEAKNESSES:**

- Inadequate and Irrational set up of Teaching & Non-teaching Staff.
- Due to insufficient staff too much of workload is there on the existing staff.
- Irregular and imprudent Transfer Policy.
- Poor Socio- economic and Educational Background of the Students.

- Lack of Central Computer Lab and Classrooms with ICT facility.
- Lack of Auditorium, Hostel facility, Staff Quarters and Guest House in the Campus.
- Insufficient Funds provided by the State Government.
- Limitations in utilization of the Funds due to complex Store Purchase Rules.

#### **OPPORTUNITIES:**

- Exploiting the Image, Eligible and Talented Learners can be attracted.
- Admitting the Rising Number of Admission Seekers can help in increasing the GER.
- Scope to enhance Research in Humanities and Social Sciences.
- Locally Available Universities and Institutes for Linkage/Collaboration
- Scope for Vocational / Job oriented /Certificate/Professional Courses.
- Possibility of persuading External Agencies to initiate Participatory Curricular and Extra/ Co-Curricular Programmes.

#### **CHALLENGES:**

- To increase physical space to accommodate the rising number of learners.
- To enhance the learning standards, in the limited time frame, of the students coming from poor educational base.
- Continuous need to acquire new and update the available resources and technology.
- To extract more funds from all the funding agencies.
- To formulate policies for providing placement opportunities to Students of traditional Courses.
- To cope up with the complex purchase / procurement procedures laid by the state government.

#### **FUTURE PLANS:**

- Construction of class rooms on the Second Floor.
- Efforts to introduce more Job Oriented and Professional Courses.
- Central Computer lab with Internet facility.
- Creation of Two ICT enabled Class Rooms.

- Creation of English language Lab and Computer Assisted Language Lab
- Acquisition of modern means of teaching.
- Library Automation and creation of Internal Browsing Lounge.
- Purchasing of SOUL and INFLIBNET for the library.
- Strengthening of internal assessment process and functioning of IQAC.
- Indoor Hall for Indoor games and Auditorium for Cultural Activities.
- Up gradation of the Play Ground up to National Level for Hockey or Football.
- Hostel facility to the students.



# 1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	<b>Pt. Rewati Raman Mishra Govt. College, Surajpur</b>		
Address :	<b>Nawapara, Guru Ghasidas Ward, Surajpur</b>		<input type="text"/>
City :	<b>Pin : 497229</b>	<b>State : Chhattisgarh</b>	<input type="text"/>
Website :	<b>www.govtcollegesurajpur.in</b>		

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	<b>Dr. S.S. Agarwal</b>	O:07775-266657 R:	09425585792	07775-266657	pri.gdc.surajpur@gmail.com
Vice Principal		O: R:			
Steering Committee Co-ordinator	<b>Dr. H. N. Dubey</b>	O:07775-266657 R:	08823066695	07775-266657	pri.gdc.surajpur@gmail.com

3. Status of the Institution:

**Affiliated College**

Constituent College

Any other (specify)

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. **Co-education**

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

b. By Shift

i. **Regular**

ii. Day

iii. Evening

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

5. It is a recognized minority institution?

Yes.

No

<input checked="" type="checkbox"/>
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If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

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6. Sources of funding:

**Government**

Grant-in-aid

Self-financing

Any other

7. a. Date of establishment of the college: ..... (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college) **Sarguja University, Ambikapur**

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	22-10-1994	
ii. 12 (B)	22-10-1994	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.	<b>Not Applicable</b>			
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes

No

If yes, has the College applied for availing the autonomous status?

Yes

No

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes

No

If yes, date of recognition: ..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes

N

If yes, Name of the agency ..... and

Date of recognition: ..... (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	<b>Semi-Urban, Tribal</b>
Campus area in sq. mts.	<b>26.417 Acres</b>
Built up area in sq. mts.	<b>2145.00</b>

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/seminar complex with infrastructural facilities:

• Sports facilities

\* **Play ground:**

\* swimming pool:

\* gymnasium:

• Hostel

\* Boys' hostel:

i. Number of hostels ii.

Number of inmates

iii. Facilities (mention available facilities)

\* Girls' hostel:

i. Number of hostels ii.

Number of inmates

iii. Facilities (mention available facilities)

\* Working women's hostel:

i. Number of inmates

ii. Facilities (mention available facilities)

• Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise):



- Cafeteria —  $\checkmark$
- Health centre —  $\times$

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance... Nil

Health centre staff – Nil

Qualified doctor Full time  Part-time

Qualified Nurse Full time  Part-time

- Facilities like banking, post office, book shops: Nil
- Transport facilities to cater to the needs of students and staff: Nil
- Animal house: Nil
- Biological waste disposal: Nil
- Generator or other facility for management/regulation of electricity and voltage  $\checkmark$
- Solid waste management facility: Nil
- Waste water management: Nil
- Water harvesting: Nil

12. Details of programmes offered by the college (Give data for current academic year) 2014-15

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A.	3 Years	12 <sup>th</sup> Pass	HINDI	180	192
		B.Com.	3 Years	12 <sup>th</sup> Pass	HINDI	120	86
		B.Sc.	3 Years	12 <sup>th</sup> Pass	HINDI	180	175
		B.C.A.	3 Years	12 <sup>th</sup> Pass	HINDI	60	09
	Post-Graduate	M.A. Pol. Sc.	2 Years	Graduation	HINDI	40	08
		M. A. Hindi	2 Years	Graduation	HINDI	40	04
	Integrated Programmes PG	-	-	-	-	-	-
	Ph.D.	-	-	-	-	-	-
	M.Phil.	-	-	-	-	-	-
	Ph.D	-	-	-	-	-	-
	Certificate courses	-	-	-	-	-	-
	UG Diploma	D.C.A.	1 Year	12 <sup>th</sup> Pass	English/ Hindi	40	07

PG Diploma	P.G. D. C.A.	1 Year	Graduation	English/ Hindi	50	03
Any Other (specify and provide details)	B.Com. Computer Application	3 Years	12 <sup>th</sup> Pass	English/ Hindi	50	06

13. Does the college offer self-financed Programmes?

Yes  No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<input type="text" value="05"/>
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	PHYSICS	√	--	--
	CHEMISTRY	√	--	--
	MATHEMATICS	√	--	--
	BOTANY	√	--	--
	ZOOLOGY	√	--	--
Arts	ECONOMICS	√	--	--
	ENGLISH	√	--	--
	HISTORY	√	--	--
	HINDI	√	√	--
	POLITICAL SCIENCE	√	√	--
Commerce	SOCIOLOGY	√	--	--
	COMMERCE	√	--	--
Any Other (Specify)		--	--	--

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

- a. annual system
- b. semester system
- c. trimester system

17. Number of Programmes with
- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)
18. Does the college offer UG and/or PG programmes in Teacher Education?  
 Yes  No
19. Does the college offer UG or PG programme in Physical Education?  
 Yes  No
20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government <i>Recruited</i>	02		00		08		09		00	
<b>Posted</b>	00	00	00	00	03	05*	06	01	00	00
<i>Yet to recruit</i>	--	--	--	--	--	--	--	--	--	--
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>	00		00		09		05		00	
<b>Posted</b>	00	00	00	00	03	06	04	01	00	00
<i>Yet to recruit</i>	--	--	--	--	--	--	--	--	--	--

\*M-Male \*F-Female

**NOTE:**

**\*Under Teaching Faculty 04 posts are filled against the vacant posts of Assistant Professors.**



21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	00	00	02	00	02
M.Phil.	00	00	00	00	01	00	01
PG	00	00	00	00	00	01	01
Temporary teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	01	01
PG	00	00	00	00	00	03	03
Part-time teachers							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	00	00
PG	00	00	00	00	00	00	00

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

00

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2014-15		2013-14		2012-13		2011-12	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	18	09	13	05	15	05	05	05
ST	120	105	99	92	101	80	78	71
OBC	238	156	180	118	160	131	121	104
General	54	31	41	38	54	56	50	63
Others	00	00	00	00	00	00	00	00

24. Details on students enrollment in the college during the current academic year:  
2014-15

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	718	13	00	00	731
Students from other states of India	00	00	00	00	00
NRI students	00	00	00	00	00
Foreign students	00	00	00	00	00
Total	718	13	00	00	731

25. Dropout rate in UG and PG (average of the last two batches)

UG

PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

(b) excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes

No

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes

No

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes  No

28. Provide Teacher-student ratio for each of the programme/course offered

Arts Faculty (UG & PG) : 8 : 332

Commerce Faculty (UG) : 3 : 126

Science Faculty (UG) : 5 : 251

Computer Faculty (UG) : 1 : 22

29. Is the college applying for

Accreditation : Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

**Not Applicable**

\*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

**285**

32. Number of teaching days during the last academic year

*(Teaching days means days on which lectures were engaged excluding the examination days)*

**188**

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

**IQAC**

**26/07/2014**

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i) Not Applicable

AQAR (ii) Not Applicable

AQAR (iii) Not Applicable

AQAR (iv) Not Applicable

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

Nil



**CRITERION I:**

**CURRICULAR  
ASPECTS**

# **CRITERION I: CURRICULAR ASPECTS**

## **1.1 Curriculum Planning and Implementation**

**1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.**

### **Vision:**

The vision of the college is to uplift and enhance the quality of higher education among the youths of socio-economically backward area by imparting right education which caters to Equity, Efficiency, Excellence and Employability and to enhance in them compassion, competence and confidence to face the challenges of the global world.

### **Mission:**

- To enable the students to be updated in terms of knowledge.
- To enable them to work towards their inclusive growth, personality and moral values.
- To stimulate the academic environment for the promotion of quality education.
- To enable the student in terms of skill development to be employable.

### **Objectives of the Institution:**

The objectives of the college are identified keeping in mind the socio-economic backward students those who are admitted in the college from the nearby tribal, rural and semi-urban areas.

- To provide quality education and overall development of the persona at low cost.
- To uplift the standard of higher education among the youths of socio-economically backward classes of the region.
- To instill scientific temper, latest technological developments, ethics, discipline, moral, cultural and social values to serve the nation.
- To provide conducive environment to the students for their creativity, skills and hidden talents.
- To motivate and guide the students to take part in extra-curricular activities for their overall development.
- To orient the students towards their social responsibility as a citizen of the country through extra-curricular platforms like N.S.S., Departmental Associations, Sports etc.
- To inculcate in the students the 'sense of belongingness' towards the society and to give back to the society what they have got from it.
- To enhance the emotional intelligence among the stakeholders of the society to develop empathy.
- To instigate the students to respect all the religions, genders, and languages.

The Vision, Mission and Objectives of the institution are communicated and made clear to the stakeholders, students and parents through College Website, Leaflets, Meetings with the Parents, Students, Alumni Association, Extension Service and Media.

The display of vision and mission statement at the entrance of the college helps the

stakeholders to identify the goals and objectives of the institution.

Various activities conducted at the college by the students also uphold the vision mission of the college.

**1.1.1 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).**

The college plans and develops action plans for effective implementation of the curriculum in co-ordination with the institution's goals to empower the students through quality education. The curriculum delivery is effectively done through lectures, invited lectures, interactions with students and printed study material given to students.

The Principal of the college holds meetings with all the departments and as per the decisions asks them to prepare a plan of action for each class to follow.

The records of class work are maintained by the staff members and it is monitored by the Heads of the Department.

Unofficial and official Assignments are given to the students based on their syllabus which motivates the students to refer to various reference books and to use internet facility etc. to acquire knowledge.

Internal Assessment Tests are conducted for the students which enable the students to assess their level of preparation for the examinations.

From this session the college has planned to take feedback from the students about the quality of teaching, their needs and expectations to enable the institution to take concrete steps in imparting quality education.

The quality of education imparted to the students is being monitored and ensured through Internal Quality Assurance Cell (IQAC). The IQAC takes feedbacks from the stakeholders to improve the quality of education in the college.

**1.1.2 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

- The college is affiliated to Sarguja University, Ambikapur and follows the University designed curriculum. Whenever there is any change in the curriculum design, the university sends the details to its affiliated colleges. The university provides the entire course syllabus, text books and reference books details, question pattern, list of practical experiments/ titles / programs etc., which enable the teachers to follow the curriculum.



- The college follows the Academic Calendar issued by the Department of Higher Education, Raipur which specifies the dates and duration for all the activities.
- The college sends the faculty to participate in Faculty Enhancement Programs, Workshops, Seminars and Conferences conducted by the university and other institutions and agencies from time to time.
- In-house workshops, seminars and discussions are further organized to disseminate the inputs gained from the above orientation and refresher programmes.

**1.1.4. Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.**

The college follows the curriculum designed by the affiliating university. In the beginning of the session, the students are made aware of the syllabus, scheme of marks and evaluation pattern. Various teaching techniques including the use of ICT is exercised for effective curriculum delivery.

The college ensures effective curriculum delivery and transaction on the curriculum provided by the university and facilitates the development of high order cognitive skills such as critical analysis, problem-solving, evaluation and synthesis by:

- Implementing Academic Calendar and Schedule of work
- Using ICT based pedagogical tools
- By integrating Hands-on work experience in almost all the practical subjects
- Organizing Industrial Visits
- Holding national seminars.
- Organizing workshops
- Organizing Guest Lectures
- Organizing interdisciplinary and interdepartmental programmes

Books and journal are kept in the Central Library for the benefit of the students and teachers as well.

Some of the teachers of the college are the members of Board of Studies of their subjects and are involved in curricula designing.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?**

The college networks and interacts with the stakeholders from industry, research bodies and the university in effective operationalization of the curriculum. The

Janbhagidari Samiti includes members from small and medium scale industry, and civil society who ensure effective implementation of the curriculum. Internal Quality Assurance Cell (IQAC) includes experts from Industry and Research Bodies as Special Invitees.

**Placement Cell** – The cell invites experts from the industry and society to equip the students with the skills and expertise required by the industry.

**Career, Guidance and Counselling Cell-** Through this cell expert from various walks of life are invited to guide and train the students for their future prospects.

**University** – Regular formal Board of Studies meetings conducted by the University and informal departmental meetings throughout the academic sessions help the faculty (in each department some faculty members are conveners/ members of Board of Studies) to keep themselves abreast of the latest trends in their fields of study. Visits to the departments and the University Library are also organized. Professors from the University are invited for discussions, workshops and for professional interactions with the faculty members.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

Designing and restructuring of courses mainly lies on the Affiliating University. The college, however, makes significant contribution in the curriculum design and development through its staff members who are on the Board of Studies. Inputs from alumni and employers are also taken into consideration. Members of staff on statutory academic bodies communicate the suggestions/recommendations to the Board of Studies meeting held at the University for redesigning the programs for appropriate and effective inclusion.

Name	Designation	Department	Board/Body/University
Dr. S.S. Agarwal	Principal	Commerce	Dean, Commerce, Sarguja University, Ambikapur
Dr. G.A. Ghanshyam	Asst. Prof.	English	Member, BOS Sarguja University, Ambikapur Bilaspur University, Bilaspur



1.1.7. **Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.**

No

1.1.8 **How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

- The academic calendars provided by the Department of Higher Education and the University are provided to the Departments in the beginning of the session and the plan is strictly followed for the proper and timely completion of all the academic and extra-curricular activities for the mental and physical development of the students through sports, NSS, YRC etc.
- Internal tests, project work, presentations and curriculum based activities ensure the improvement of student performance. The annual results are analyzed and the corrective measures are accordingly taken.
- The faculty members improve their teaching skills through participation in national and international workshops, seminars, conferences, discussions etc.
- The College is the center for state level competitive exams and Sports activities. The building is also given for helping the community in general for the activities related to social causes such as elections, voters' up gradation, and camps for public causes organized by the administration.
- Awareness programmes on Human Rights, Social Justice, Health and Hygiene, Environmental Issues, Women Empowerment, Blood Donation, Consequences of Drug and Alcohol Addiction are organized by the various committees of the College and in this way the institution discharges its duties to society also.

## 1.2 Academic Flexibility

1.2.1 **Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.**

The following job and skill oriented courses are offered by the college.

- B.C.A.
- P.G.D.C.A.
- D.C.A.



1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

NO

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- Range of Core / Elective options offered by the University and those opted by the college:

The students of BA have the options to choose the subjects of their choice from the following:

HINDI & ENGLISH LITERATURE,  
ECONOMICS, HISTORY, POLITICAL SCIENCE, AND SOCIOLOGY.

The students of B.Sc. can choose from among:  
CHEMISTRY, PHYSICS AND MATHAMETICS  
ZOOLOGY, BOTANY AND CHEMISTRY

The students of B.Com have internal choice of papers.

In B.Com on optional basis "Computer Application" is also available.

The students of MA in POLITICAL SCIENCE, & HINDI are given options on the basis of Choice Based Credit System (CBCS)

- Choice Based Credit System and range of subject options: Yes
- Courses offered in modular form: No
- Credit transfer and accumulation facility: No
- Lateral and vertical mobility within and across programmes and courses: No
- Enrichment courses: No

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

B.Sc., B.C.A., P.G. D.C.A, D.C.A and Computer Application as one subject in B.Com degree are the Self-Financed programmes run by the college.

The Curriculum and the admission process are the same as for other programmes. The students have to pay extra fee for these courses besides the regular fee fixed by the Department and the college administration. Teachers are recruited for one session as per the norms of the Department of Higher Education;

Govt. of C.G. and minimum percentage required in PG of the respective subject is 55%. Additional marks are given for M. Phil., Ph.D. and selection is made on merit basis and they are paid on the basis of periods and days taught by them.

- 1.2.5 **Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.**

Yes, the college provides skill oriented programmes like B.C.A., P.G.D.C.A., D.C.A. and Computer Application in B.Com which are relevant to regional and global employment markets to keep pace with the changing global trends and requirements. The employability enhancement programme – Personality Development programme is specially organized to sharpen the soft-skills of students, as under YDC activities.

- 1.2.6 **Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice” If ‘yes’, how does the institution take advantage of such provision for the benefit of students?**

No

### 1.3 Curriculum Enrichment

- 1.3.1 **Describe the efforts made by the institution to supplement the University’s Curriculum to ensure that the academic programmes and Institution’s goals and objectives are integrated?**

The College being affiliated to the University does not have the option of formulating its own curriculum. Still, the courses offered have their relevance to the institutional goals and objectives. The college aims to inculcate the highest intellectual standards through rigorous academic commitment and discipline. Students are inspired to aspire for higher level of academic achievement by mastering the subject chosen to study. The institution strives towards overall development of students and quality enhancement of learners through various aspects of holistic personality development, orientation programs and life skill enrichment programs conducted during their period of studies that focuses on managerial skills, communication skills, leadership qualities, analytical skills, etiquettes, group discussion, global warming, awareness on environment through guest lecture, moral and ethical values, role and scope of students in uplifting the society. The



college ensures that the university curriculum is followed in the best of the spirit. The College academic calendar is prepared every session with the active involvement of the various committees of the college and Heads of the Departments. The Principal ensures that the curriculum framed by the University is supplemented in such a way that it reflects the mission and vision of the Institution. Regular feedback obtained from the stakeholders, with respect to the quality of the enrichment programmes, are monitored and necessary remedial measures are incorporated in the future.

**1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?**

The college, being affiliated to the university, does not have the option of formulating its own curriculum. Nevertheless, a sincere effort is made to modify and enrich the curriculum to suit the intellectual requirements of students in the fast paced life through the involvement of faculty, department and other stakeholders. Faculty Members who are on Board of Studies take initiative to modify, enrich and organize the curriculum.

**1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

Pt. Rewati Raman Mishra Government College, Surajpur has always actively responded to the momentous issues of our society and socio-political environment of the world, to integrate the cross cutting issues like gender, climate change, environment education, human rights, ICT etc. positively into the curriculum.

**Gender Sensitization:** The institution is committed towards the all-round physical as well as mental development of all students including girl students. Women Empowerment cell organises awareness programmes comprising lectures, events, workshops and functions for fulfilling the above mentioned objectives. The enthusiastic response as evidenced by the presence of the number of girl students in all the programmes conducted in promoting awareness on gender equality and other issues.



**Climate change:** Extension lectures on Global warming, Ozone layer depletion, and Carbon emission organized to spread the message across all sections of society.

**Environmental Education:** Environmental studies subject is taught in the university's under-graduate syllabus. Students are given inputs regarding the concept and taken to field visit as part of their assignments and project work. The College celebrates World Environment Day, Earth Day, Ozone Day and other important days to drive home the significance of environment.

**Human rights:** Legal Literacy Cell, Anti-Ragging cell, Grievance Redressal Cell are active in the college campus. Talks on Consumer Rights, Human Rights, Legal Literacy and women's rights are organized and.

**ICT:** Computer access is available to the students and the college has free Wi-Fi setup in the campus for the students and faculty as well. LCD and OPHs are available for the faculty to use them as effective part of their teaching.

#### 1.3.4 **What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?**

- § moral and ethical values
- § employable and life skills
- § better career options
- § community orientation

The courses offered contain topics related to moral and ethical values. Some job oriented skill based courses such as B.C.A., PGDCA, & D.C.A. provide employable and life skills and better career options while extracurricular activities under NSS, NCC and Youth Red Cross instill community orientation among the students.

#### 1.3.5 **Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

Though taking the feedback from the stakeholders was in practice but it did not have a formal system. Orally the feedback was taken through different platforms and the same was communicated to the University through the members of Board of Studies and Examination Committee of the particular faculty. But from this session the college has started a system of obtaining feedback from the students, parents and guardians and the teachers. The results obtained after analyzing the responses of the questionnaires will be used for the betterment of the curriculum by intimating the university about the

suggestions given and the problems faced in the present setup.

**1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?**

The feedback on various programmes in the form of interactions, discussions and suggestions are taken from the students. The IQAC monitors and evaluates the efficiency and success of these enrichment programmes. The institution makes sure that the programmes offered in the curriculum include contribution to national development, fostering global competencies among students, inculcating a value system among students, promoting the use of technology and quest for excellence.

The institution conducts unit tests during the session. Teachers interact with students in the classrooms. The daily diaries are maintained and are presented to the head of the institution each month. The problems faced in the process are brought into the knowledge of the head of the institution and necessary steps are taken to improve the learning process.

## **1.4 Feedback System**

**1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?**

The faculty members of the college attend the meetings of the Boards of Studies of various subjects as members and put forth valuable suggestions, obtained through personal interactions with the students and fellow teachers, for the revision and modification of the curricula bringing forth the drawbacks and shortcomings of the current ones. In-house departmental meetings are held to review the courses and programmes.

**1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?**

Formal mechanism of feedback has been developed from this session and it will be strengthened in the next session by extracting more responses and the University will be intimated about the needs, suggestions and expectations of the stakeholders. The institution, at its own level, will also use the conclusions drawn from feedback and will adopt measures to enrich the learning materials.

**1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)**

04 new programmes/courses were introduced by the institution during the last four years.

B.C.A.

P.G.D.C.A.

D.C.A.

Computer Application as a subject in B.Com.

All these programmes are relevant to the regional and global employment markets to keep pace with the changing global trends and requirements and have more chances of employability.

**Any other relevant information regarding curricular aspects which the college would like to include.**

No



**CRITERION II:**

**TEACHING  
LEARNING  
AND  
EVALUATION**

## **CRITERION II: TEACHING - LEARNING AND EVALUATION**

### **2.1 Student Enrollment and Profile**

2.1.1 How does the college ensure publicity and transparency in the admission process?

#### **1. Publicity:**

The admission process is as per the norms and the rules provided at the commencement of each academic session by the Department of Higher Education, Govt. of Chhattisgarh and also as per the directions of the affiliating University. The norms are notified in the prospectus and are placed on the College website. The Citizen Charter displayed at the entrance gate gives all the important pieces of information pertaining to the College.

#### **a. Institutional Website:**

The website of the [www.gjpvco.in](http://www.gjpvco.in) is regularly updated. It provides all the institutional details, courses offered and facilities available to the students.

#### **b. Prospectus:**

The prospectus clearly gives all the details of the courses offered for admission, the faculty, fee structure, welfare schemes etc. to the applicants. It is revised, updated and printed yearly.

#### **2. Transparency:**

The college is a Govt. institution and adheres strictly to the norms of the Department of Higher Education, Govt. of Chhattisgarh. At the commencement of the new session, the dates for obtaining admission brochure, submitting filled application and depositing admission fee if the applicant is selected for admission, are displayed on the notice boards of the college. They are placed on the college website also. The information is disseminated through the News Papers of the region.

The admission is given solely on the basis of merit following reservation policy of the Government. The merit list of selected applicants is displayed on the College Notice Board separately for each class stating clearly the dates by which the admission fee is to be deposited failing which the admission stands cancelled and the chance is given to others

lowering the merit as per the seats available. There is no other way to seek admission. The admission process is absolutely transparent.

**2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.**

Aspirants from diverse backgrounds seek admission in Pt. Rewati Raman Mishra College, Surajpur. The process of admission is conducted as per the norms laid down by the Department of Higher Education of the State Government. Admissions are given strictly on the basis of merit. The merit of admission seekers is prepared on the basis of marks obtained by them in the qualifying Examination and weight age is given for NSS/NCC/SPORTS activities as per the Govt. norms. The Reservation Rules and Norms of the Government are strictly followed. There is 30 provision of reservation for ST-32%, SC-12%, OBC-14%, PWD and Freedom Fighters' wards-3% and in the whole setup 30% seats are assured to women. If suitable applicants are not found in any category, the seats are allotted to the students of other category in reverse order

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

S. No.	LEVEL	COURSE	MAXIMUM	MINIMUM
1.	UG	B.A.	72.4%	33%
2.	UG	B.Com.	79.2%	33%
3.	UG	B.Sc. Maths Group	83%	43%
4.	UG	B.Sc. Bio Group	86.4%	42%
5.	UG	B.C.A.	73.6%	43.8%
6.	UG	P.G.D.C.A.	57.4%	47.7%
7.	UG	D.C.A.	68.6%	39.6%
8.	PG	M.A. Hindi	48.8%	46.4%
9.	PG	M.A. Political Science	47.7%	43%

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

Yes, the admission committee at the time of preparing the merit list for admission scrutinizes all the applications received till the last dates advertised for



submission of them and the details of the applicants are verified. Students are admitted to each programme only after careful scrutiny of their credentials and qualifications. The admission process is undertaken by the respective Admission Committees which meticulously review the process. The following details of the student to be admitted are noted and recorded.

- Academic background
- Curricular/Extra-curricular Activities
- Economic status
- Caste Status
- Gender
- Region and domicile

**Outcome:**

Review of the admission process and the record of the student profile help in making necessary changes in preparing the merit of the First List and the subsequent lists. This expedites the process of admission. The courses for which lesser number of applications are received are given maximum admissions in the first merit list and where the number of admission seekers are greater than the seats available cut off merit is kept higher in the first list so that meritorious students may get place in the next list.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion.**

**SC/ST/OBC:** Reservation policies of the State Government are followed in letter and spirits to ensure that the strategies adopted by the government in the creation of equity and provision of access to the SC/ST and OBC applicants are implemented. Help desks are set up at the college entrance to assist applicants from the most backward sections in the admission processes. Career Guidance and Counseling Cell units are also set up to help the new entrants make the right choice and fill up the application form.

**Different Categories of Persons with Disabilities:** Physically challenged students are admitted adhering to Government norms of reservations.

**Economically Weaker Sections:** Students from economically weaker section are also given financial assistance and are encouraged and supported in the form of fee concessions and scholarships.

**Sports** - Students who have excelled in sports are given due consideration for admissions after ascertaining the sports abilities as per the past records of achievements at district/state/national levels. They are given extra marks according to the level of participation.

**The table showing the student profile for the institutional commitment to diversity  
(Last four years)**

Categories	2014-15			2013-14			2012-13			2011-12		
	M	F	T	M	F	T	M	F	T	M	F	T
SC	18	09	27	13	05	18	15	05	20	05	05	10
ST	120	105	225	99	92	191	101	80	181	78	71	149
OBC	238	156	394	180	118	298	160	131	291	121	104	225
General	54	31	85	41	38	79	54	56	110	50	63	113
<b>Total</b>	<b>430</b>	<b>301</b>	<b>731</b>	<b>333</b>	<b>253</b>	<b>586</b>	<b>330</b>	<b>272</b>	<b>602</b>	<b>254</b>	<b>243</b>	<b>497</b>

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Programme	2014-15			2014-13			2013-12			2012-11		
	No. of Appl.	No. of Adm.	DR	No. of Appl.	No. of Adm.	DR	No. of Appl.	No. of Adm.	DR	No. of Appl.	No. of Adm.	DR
B.A.	195	192	1:1	150	145	1:1	225	211	1:1	180	176	1:1
B.Com.	86	86	1:1	55	55	1:1	60	60	1:1	49	49	1:1
B.Sc. (Maths)	18	18	1:1	20	20	1:1	21	21	1:1	10	10	1:1
B.Sc. (Bio)	158	157	1:1	160	160	1:1	160	160	1:1	110	107	1:1
B.C.A.	09	09	1:1	18	18	1:1	---	---	---	---	---	---
P.G.D.C.A.	03	03	1:1	03	03	1:1	---	---	---	---	---	---
D.C.A.	07	07	1:1	21	21	1:1	---	---	---	---	---	---
M.A. Hindi	04	04	1:1	00	00	0:0	06	06	1:1	02	02	1:1
M.A. Pol. Science	08	08	1:1	01	01	1:1	09	09	1:1	00	00	0:0

No. of Appl.= No of Applications received, No. of Adm.= No. of students taken admission, DR= Demand Ratio

The table shows that the admission seekers in B.Com., B.Sc., and PG classes increasing.

## 2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

Students are encouraged to volunteer to support the visually impaired students. as readers. Teachers also take extra care for such students and holds extra clarify cattery sessions. Adhering to the government admission policy, 3% seats are reserved for physically disabled students in all the courses along with 5% relaxation in marks in the qualifying examination. The College has a ramp for easy movement of physically disabled students. Teachers give special attention to such students. They are made to sit in the front row during lectures. There is a provision of providing a writer/ giving extra time during exams as per the University rules.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

There is no such formal mechanism to assess the needs of the students in



terms of knowledge and skills before commencement of the programme.

**2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?**

There is provision of Remedial Classes for enabling weak students to come up to the level of others. The UGC provides fund for these classes and they were run in the past. As the fund has been released in the XII plan also, they will be conducted in the next session.

**2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

Different cells have been established with the avowed aim of interpreting staff and students experience as well as changing their condition through a transformation of consciousness. Anti-ragging Cell, Woman Empowerment Cell, NSS and YRC units are formed in the beginning of the session and they undertake programmes to sensitize students on issues of gender, inclusion, human rights, environment and other relevant issues.

The Grievance Redressal Cell looks after the complaints of the students and the staff. There are display boards showing laws and warnings against anti-ragging, woman-harassment and gender issues.

Sapling plantation is a regular activity taken up by the students and the faculty in the campus every year. To create awareness among the students, World Environment Day, Human Rights day and alike are observed and various activities such as Essay Competition, Debates, and Seminars etc. are organized. Students are encouraged to keep the campus green, clean and plastic free.

**2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?**

In the institution the advanced learners are identified through interactive classroom teaching and classroom discussions. The college also has provision of class tests through which faculties can identify advanced learners. The marks obtained in annual exams are the final benchmark for identifying advanced learners for the next classes. They are constantly encouraged and guided for preparation of various competitions. Extra support is given to them for participating in various contests and events which are organized at intra and inter

institutional level. Such students are encouraged to communicate with their faculty at any time and discuss their problems. They are given necessary guidance by their teachers in addition to extra reading material.

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

Admission Committee and Examination committee collect the data of academic performance of the students from the academic section. The data is analyzed and the following remedial measures are taken:

Remedial Classes for the disadvantaged sections of society and slow learners are organized. Counseling of such students is done at departmental level to resolve related problems and are motivated to pursue academics in the college.

**2.3 Teaching-Learning Process**

**2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

The Department of Higher Education, Govt. of Chhattisgarh and the affiliating University make a comprehensive plan for the colleges specifying session schedule for academic, co-curricular, and extra-curricular activities, examination schedules, holidays and vacation period. At the beginning of each academic year a staff-meeting and departmental meetings are held to chalk out plans for all the activities. Institutional and departmental Time-tables are prepared and the Head allocates course papers for the faculty members considering the course competence, specialization and preference of teaching faculty and they in turn prepare their own schedule of work and comply with it. As an example the Academic Calendar for the current session shows the plan followed by the College.

**2.3.2 How does IQAC contribute to improve the teaching –learning process?**

The IQAC was formed in the college in 2014 and since then it has started taking measures to improve the teaching-learning process.

- Build an effective and efficient internal coordinating and monitoring mechanism.



- Organize workshops, seminars, and special lectures to make learning effective and qualitative.
- Document various programs and activities leading to quality improvement.
- Ensure timely performance of academic, administrative and financial tasks.
- At the behest of IQAC, the college has installed “wi-fi” in the campus for the upgradation of teaching and learning process.
- The college has converted a class room into a “Smart Class Room” for the ICT base teaching and learning process.

**2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?**

Learning is made more student-centric by laying stress on specific learning outcomes for all courses and making it more participatory and interactive through Group Activities like Group discussions, Model Making, Brainstorming, Field survey/Field work, Role Playing and Academic Debates, which while strengthening the knowledge base contribute to skill formation and managerial skills both at personal and interpersonal level.

Various departments also organize Quizzes, workshops, Creative Writing Competitions, Debates and Poetry competitions. Almost all the departments organize various types of co-academic and cultural events like quiz, poster-making, poetical symposia, paper-reading, debates, skits, etc. that help students in chiselling their personality. The Inter-college and interdepartmental academic and extracurricular programmes besides enhancing creativity bring a competitive edge to the academic endeavour of the students. The college has smart class room, Computer lab with internet facility, LCD Projector and OHPs, to develop interactive skills.

**2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

Project work and its presentation is a part of curricula for all the Part One students of UG classes under the subject: Environmental Science & Human Rights and PG students of Hindi.



Non-formal learning is ensured through students' participation in co-curricular, extra-curricular and extension activities where the faculty members and the students interact informally. They are also encouraged to participate in essay-writing, debate competition, elocution, drama and dance competition, quiz and alike and these develop competitive skills and aptitude in them.

Leadership and management skills of the students are encouraged through works like campus beautification, volunteering for various cultural and academic programmes. All these activities and events develop critical thinking, creativity and scientific temper among the students and transform them into life-long learners and innovators.

Various clubs and societies function in the college and keep the college brimming with numerous activities that extend beyond syllabus and text books. Student-centric in nature, these clubs aim at tapping, nurturing and promoting the creative energy that bubbles out of every individual student. Almost all the departments actively engage themselves in arranging various types of co-academic and cultural events like quiz, symposia, poster-making, paper-reading, debates, skits, choreographies etc. that help the students in refining and redefining their personality.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

The college has therefore, introduced innovative practices in pedagogy in addition to the lecture method to assure and enhance our academic quality. aids in addition to the lecture method:

- Smart class Rooms.
- Computer Aided Learning (Internet, Power Point Presentations) is provided for further learning.
- Students' participation in symposium/seminar (conducted by the college & other institutions).
- Class room presentation and term tests.

- Group Discussions and Seminars for P.G. Students.
- Educational trips are organized to give firsthand knowledge to students.
- Exposing students to industrial environment through industrial visits and industrial training.
- Exposing students to various social settings and making themselves abreast with various social issues and problems.
- Organizing Seminars /extension lecture by experts in their respective fields to share their knowledge with students.

### **2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

Faculty members regularly participate in various conferences, seminars and workshops related to their subjects. All the teachers have completed Orientation and Refresher Courses.

Major and minor research projects by the faculty keeps them update of the recent developments in the subjects. Dept. of English has sent a proposal to UGC for the Minor Research Project.

- Organizing National and International Seminars.
  - Organizing Extension lectures by experts in their respective fields to share their knowledge with students.
  - Interface with eminent writers, poets, social workers, prominent academics.
  - Group Discussions and Seminars for P.G. Students.
  - Educational trips are organized to give firsthand knowledge to students.
- Exposing students to industrial environment through industrial visits and industrial training.
- Exploiting students to various social settings and making themselves abreast with various social issues and problems e.g. Sociology, Social Problem classes and social issue oriented field visit, data collection and report writing.
  - Student's participation in symposium/seminar conducted by the college & other institutions.



**2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?**

The teacher plays the role of a mentor first and a tutor latter. All the students, who seek or the students for whom the teacher feels the need of extra guidance, are attended patiently by the teachers. Students from rural background lack confidence and need to be encouraged, and so, they are particularly helped and motivated to come up with their peers in the class. The morale of the slow learner is boosted through personal counselling attention.

**Career Guidance and Counselling Cell, Placement Cell, Research/Seminar Cell**, not only offers help with career choice and job hunting but also helps in developing skills that employers look for by conducting training workshops.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

Innovative teaching methods have been adopted by the faculty to boost the capacity to learn and to teach meaningful application of knowledge to young minds. The college encourages the faculty to complement the academic system with practical skills through various teaching methodologies that extend beyond the classrooms. Various and multifarious activities in almost all the practical subjects are integrated into the academic agendas.

Repetition of difficult theory topics are arranged for slow learners. As innovative practice, the department of English uses computer and projector for projection of movies and plays prescribed in the Course

**2.3.9 How are library resources used to augment the teaching- learning process?**

Central library of the college caters to the needs of the students and staff. The staff and the students visit the library and make best use of the facilities available. Library is open to all students and members of the staff from 10.30 AM to 5.30 PM on all working days. Students are allowed to retain books for exams. The college is undertaking the process to have INFLIBNET-NLIST membership to use INFLIBNET facility. This facility will be extended to the students also in the sessions to come.



There is Book Bank facility to cater exclusively to the needs of the underprivileged students and are issued for one year. Books for Competitive Examinations are issued to the students

**2.3.10. Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

No

**2.3.11. How does the institute monitor and evaluate the quality of teaching learning?**

The Principal monitors and evaluates the quality of teaching and learning through the teaching diaries and plan of teaching prepared by the faculty. The plan and period of tests are also monitored by him. The plans for all the academic activities are displayed on notice boards and the Principal monitors whether they are effectively and timely followed.

Feedbacks relating to teaching and learning, received if any, from the students, parents, academic peers alumni and other stakeholders and the recommendations/suggestions received are discussed and incorporated to the extent it is possible to make it more relevant and effective. Class teachers attempt to get feedbacks on their teaching from students and try to incorporate it to assure quality in teaching learning. If the any feedback or complaint directly reaches to the HOD or Principal, it is promptly analyzed by the concerned authority and if needed the concerned teachers is appropriately counseled to improve academic standards.

## **2.4 Teacher Quality**

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teachers</b>							
D.Sc. / D. Litt.	00	00	00	00	00	00	00
Ph.D.	00	00	00	00	02	00	02
M.Phil.	00	00	00	00	01	00	01

P.G.	00	00	00	00	00	01	01
<b>Temporary Teachers (Contract teachers recruited each year for one year)</b>							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	01	01
P.G.	00	00	00	00	03	08	11
<b>Part-time Teachers</b>							
Ph.D.	00	00	00	00	00	00	00
M.Phil.	00	00	00	00	00	00	00
P.G.	00	00	00	000	00	00	00

The Department of Higher Education, Govt. of Chhattisgarh, governs all the Govt. Colleges of the State and recruits the teachers through CG Public Service Commission and posts them in the colleges. The norms of the UGC and the State Government are followed in selection process. Transfer of the teachers including the principals and other employees are also made by the department of Higher Education. The individual institution does not have any power to recruit or to retain or transfer any of the employees.

**2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

Faculty positions are filled by the Department of Higher Education, Chhattisgarh State by means of recruitment and transfer. The college only appoints teachers on contract basis against the vacant posts and that too is done as per the directions and permission of the Department. All the activities are being conducted in the best possible manner for the benefit of the students and the institutions in spite of the fact that many of the sanctioned posts are lying vacant. The College encourages the teachers to participate in workshops, seminars, special lectures to update their knowledge and to keep up with the recent trends in the field of their subjects.

Guest faculty is appointed every year to fulfill the requirements of the teaching faculty in the self-financed courses. The posts are advertised and selections are made according to the government norms.



**2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

**a) Nomination to staff development programmes**

<b>Academic Staff Development Programmes</b>	<b>Number of faculty nominated</b>
Refresher courses	00
HRD programmes	00
Orientation programmes	00
Staff training conducted by the university	00
Staff training conducted by other institutions	01
Summer / winter schools, workshops, etc.	01

As most of the faculty members have completed over 20 years of service and have participated in in four or more courses, they are not required to attend the refresher or orientation programmes as per the Department of Higher Education directions. However, they can attend other staff development programmes.

**b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

The Institution did not organize Faculty Training Programmes but it motivates, encourages and supports professional development of the faculty by deputing them to participate in the faculty development programmes organized by other institutions and organizations of good repute.

**c) Percentage of faculty**

**Participation of Workshops/Seminars/Conferences in Last Four Years)**

	<b>2015-14</b>	<b>2014-13</b>	<b>2013-12</b>	<b>2012-11</b>	<b>Total</b>
<b>Resource Persons</b>	05	02	06	07	20
<b>Presentation</b>	16	03	05	04	28
<b>Participation</b>	03	03	03	00	09



**2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

The teachers have excess to various schemes of the UGC, CGCOST, and DST etc. for research grants for projects and publications. The State Govt. grants Study Leave for longer period while the Principal sanctions short leave for participation in workshops, seminars, conferences and other such programmes.

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

S. No.	Name of the Award	Name of the Recipient	Name of the Dept.
1.	Fellow of Royal Asiatic Society of Great Britain and Ireland	Dr. G.A. Ghanshyam	English
2.	Fellow, Guild of Independent Scholars, IUHS, Escazu, Costa Rica, USA	Dr. G.A. Ghanshyam	English
3.	Senior Member of IEDRC (International Economics Development Research Centre)	Dr. G.A. Ghanshyam	English

The achievements are based on self motivation and there is no set pattern of institutional culture and environment as such.

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

The college has started taking feedback from the students and parents from this session and it will be used to improve the quality of the teaching and learning process. Annual performance self-appraisal of the teachers by the principal and the higher authorities of the Department is a regular process. Adverse remarks are

communicated to the concerned teachers and explanation is also sought from such teachers.

## **2.5 Evaluation Process and Reforms**

### **2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

The evaluation methods and the examination patterns are framed by the affiliating University. Information regarding the evaluation process is put up in the prospectus and the syllabus of the Programmes. In the beginning of the session the faculty briefs about the examination and evaluation methods followed in the respective disciplines to the students. The evaluation methods are discussed in departmental meetings and the mode of evaluation and syllabus is provided to the faculty members by their respective departments.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

The University devises the evaluation pattern and reforms the process as and when the need is felt. The college faculty members act as paper setters and internal and external examiners. The university has introduced Projects in Environmental Science and the learning and analytical abilities of the students are tested through projects. The practical examinations are held by internal and external examiners. The revaluation system has been rationalized. An examinee can apply in only two papers. His/ her marks may increase as well may decrease also. The college has adopted all the reforms initiated by the university. The students are assigned projects and are evaluated at the college with the participation of external subject expert. Faculty members take tests during the teaching session in order to encourage the students to be regular in classes, work hard and give better performance in annual examinations and also to identify weaker students needing special attention.

### **2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

The college is an affiliated college of the Sarguja University, Ambikapur, and it follows all the instructions and rules related to the evaluation system framed by the University. The evaluation system is inclusive of syllabus designing, setting



of question papers, conduct of practical and theory examination strictly adhering to the university norms with regards to evaluation. The college conducts the whole process of evaluation as per the expectations of the university. All possible attempts are made to dissuade any use of any unfair means during the examination. College faculty members participate in evaluation and correction of answer books assigned by the university. The University declares Merit List to develop desire for hard work and feelings of competition among the students.

**2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

**• Formative Assessment**

The evaluation pattern is according to the guidelines given by the University. The internal assessment marks in some courses are considered as a means of evaluation of the students at the Institution level. These marks are sent to the University and added to the final result.

The Examination Cell of the college urges the teachers to conduct tests for assessing and evaluating students in different modes. This has helped in identifying different types of learners and has enabled suitable reforms in teaching process. The evaluation methods are communicated to the students well in advance in the beginning of the session. A schedule with list of dates of internal test is followed by the departments and displayed on the notice board.

**• Summative Assessment**

The goal of summative assessment is to evaluate students' learning at the end of each session through theory and practical examinations conducted by the affiliating University. If any student of UG Courses does not perform well and fail in securing the minimum pass marks, he/she is given two chances in the form of supplementary exams but this provision is for those who fail in only one subject. The Institution follows the rules and guidelines of the University and the Department of Higher Education and uses the formative and summative evaluation approaches to measure the student's performance. The summative evaluation at the end of each session is through the following-

1. Written Exams
2. Practical Exams



3. Viva voce

4. Project Work

➤ **Impact**

Some undergraduate students also conduct good surveys each year under the requirement of their paper of Environmental Science & Human Rights. The exercise as a compulsion during their study inculcates in them analytical ability and develops creative and research oriented thinking.

**2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.**

The concerned departments are directed to conduct the tests and to communicate the students about their performance. The head of the institution monitors and ensures that there should be honesty in the assessment process.

Similar practice is adopted for all the programmes where there is provision of practical examination. Marks are awarded on the basis of submission of records and their presentation by the examinees and so the behavioral aspects, independent thinking and communication skills are also taken into consideration while making the assessment. The whole process is completed in consultation with the external examiners and the awards are submitted to the university forthwith.

**2.5.6 What are the graduates attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?**

The college as well as the affiliating University visualizes the following attributes in its graduates:

- Academic Excellence
- Worthy citizens with knowledge and understanding
- Attitudes of curiosity and ability to analyse and draw inferences on their own
- Communicate effectively and appropriately
- Ability to apply the knowledge acquired
- To sensitize students towards social concerns, human rights, gender and environmental issues
- Imbued with Nationalistic Spirit

The college ensures attainment of the above mentioned attributes in its

students through the curricular and extra- curricular activities.

**2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?**

The college ensures full transparency in the process of internal evaluation. Evaluated test answer books are shown to the students with detailed feedback for their improvement and clarification. If there is any, grievance relating to university examination, it is redressed by the examination committee of the university, if the grievance requires support from the institution, the student is aptly guided with necessary documentary support from the college to get the problem resolved at the earliest.

With regard to university examinations, there is a mechanism adopted by the University for Redressal of grievances which considers matters regarding both internal grades as well as the grades of annual examinations conducted by the university. It offers an opportunity to the students to get their answer sheets re-evaluated within a stipulated time (15 days of the announcement of the results). Students can apply for revaluation. Whenever necessary, University makes arrangements for showing answer sheets to the students after the announcement of results. This allows the students to express his grievances and his/her answer sheets are sent for second opinion to the competent faculty to ensure fairness of evaluation.

**2.6. Student performance and Learning Outcomes**

**2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?**

Yes, the College has clearly stated learning outcomes as mentioned in its Vision and Mission. They are placed on the website of the college, the prospectus and displayed at the entrance of the college.

**2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

The college monitors the performance of the students through University Result Chart received by the college after the exam results are published by the university. An analysis is conducted about the success and failure rates,



University Positions and paper wise performance of students and is communicated to the students when the next session commences and also to the Department of Higher Education.

S. No.	Programme	2014-15	2013-14	2012-13	2011-12
1.	B.A.	75%	95%	75%	35.71%
2.	B.Com.	66.66%	0.0%	87.50%	76.47%
3.	B.Sc.	96.55%	86.66%	100.00%	----
4.	B.C.A.	---	----	----	----
5.	M.A. Hindi	100%	50%	100%	
6.	M.A. Pol. Sc	100%	66.66%		
7.	PGDCA	33.33%	0.0%		
8.	DCA	0.0%			

An analysis of the results of the UG and PG programmes reveals that the institution has consistently maintained a good position in its achievements in the University examinations every year. The result of most of the classes is above the university pass percentage surpassing ninety percent mark. The good results of the college testify that the learning level of our students has been consistently high. It is a clear indicator of the efficacy of the teaching methodology employed by the faculty.

### 2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The departments make combined use of theory, projects, assignments and practicals for effective learning. Along with the two term tests for all the students, the teachers evaluate the students on the basis of their performance during the interaction in the classes and review the result of each student. The students' strengths are assessed and accordingly special classes and counselling sessions are held during preparation leave before the annual examinations. The support needed to the student is provided to improve their performance in the respective subject. It enhances the confidence of students and prepares them to face the final examinations without getting nervous.



**2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?**

College understands its responsibility towards the students in relation to the socio economic concerns. The institution at the time of the admission provides counseling regarding the choice of options the students wish to opt. They are guided regarding the future prospects of various options. Students are encouraged to participate in activities related to social and community services through NSS, and Red Cross. These extra- curricular activities help shaping their personality and enhancing their confidence to face the challenges of life.

Keeping in view the opportunities and options available in the job market, the institute has introduced several self-finance professional courses like BCA, PGDCA, and DCA to equip the students with the required skills for jobs opportunities. Range of job options after UG is also conveyed to the students. The **Career Guidance and Counselling Cell** counsels its students during the study period to prepare for various competitive examinations.

**2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?**

The College adopts a procedure to collect and analyze data on student learning outcomes through:

Internal tests, assignments, and interactions in the classes. The test performance is discussed in the class for improvement. The students are guided how to answer short and descriptive questions.

Extra classes and also counseling at personal level are also conducted for weak students in the subjects to improve their performance.

**2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?**

To monitor the students' learning outcomes, the class tests and assignments are regularly taken and the marks are shared with the students and this process helps in evaluating the academic progress of the students and also in identifying the problems of the students.

**2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

Yes, the Institution and the individual teachers use assessment outcomes as an indicator tool for evaluating student performance. The following are the methods of assessment used as indicators of student performance

All the UG students have to present a survey report on environmental issues. The students of Science subject perform practical in the labs.

The assessment of these activities make the teachers concerned aware of the performance level and learning outcome of the students and accordingly they make plans for the students of the current batches as well as for the batches to come in the next session.

**Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.**

The analysis of the results has been done only on the basis of the results of Main Exams. Approximately 10% increase in the pass percent occurs every year after the results of revaluation and the supplementary exams are declared.

**CRITERION III:**

**RESEARCH  
CONSULTANCY  
AND EXTENSION**



### **CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION**

#### **3.1 Promotion of Research**

##### **3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?**

No

##### **3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

Presently the institution does not have any research related committee. But it will be formed as soon as the affiliating University recognizes the college as Research Centre and allots the departments its research scholars.

##### **3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?**

- **Autonomy to the principal investigator:** The investigator has complete autonomy and freedom to carry out his research activities.
- **Timely availability or release of resources:** The funds are released as and when the investigator puts his/her request to the office.
- **Adequate infrastructure and human resources:** All efforts are made to extend full support to investigator whether it is human resource or infrastructure.
- **Time-off, reduced teaching load, special leave etc. to teachers:**  
The leave is given to the researchers as per the rules of the Department. There is no provision of time off or reduced teaching load. However, the faculty members of the department share the load and assist in this way.
- **Support in terms of technology and information needs:** There is not much available in the institution in terms of technology. However, the computers and internet facility is freely extended and used by the researchers.
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities:** The office assists in this field and as soon as the bills are submitted, they are processed and all the necessary formalities are done forthwith.

##### **3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

The Science Departments develop scientific temper among students through the

practical classes and experiments.

**3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

The following tables show active involvement of faculty members in research related activities:

**Minor research projects undertaken by the faculty members From 2009-2015**

Name of the Project Investigator	Duration Year From To	Name of the Department	Funding Agency	Total Grant
Dr. G.A. Ghanshyam	March 2007- March 2009	English	UGC	45000
Dr. G.A. Ghanshyam	Applied	English	UGC	1,89,500

**Details of the Research Supervisor who guided the Research Scholars**

Name of the Supervisor	Subject	No. of Scholars awarded Ph.D.			
		2015-14	2013-14	2012-13	2011-12
Dr. G.A. Ghanshyam	English	00	02	01	01

**Details of Research Supervisors who are recognized by the Universities**

Name of the Supervisor	Subject	Name of the University
Dr. S.S. Agarwal Dr. G.A. Ghanshyam	Commerce English	Sarguja University, Ambikapur Sarguja University, Ambikapur Dr. C.V. Raman University, Kota, Bsp Mats University, Raipur Singhania University, Pacheri Bari (Raj) UKA Tarsadia University, Bardoli (Guj) Pt. S.L.S. University, Bilaspur Sri. J.J.T. University, Jhunjhunu (Raj)

Besides this Dr. G. A. Ghanshyam is the External Adjudicator of M.Phil. and Ph.D. thesis of and is invited by various universities of India for taking Viva-voce of the research scholars.



**3.1.6 Give details of workshops/ training programmes/sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

In the last four years 01 National Conference has been organized by the Department of Commerce. Other than this three workshops on “English Language Teaching”, “English is Easy” and “Personality Development” was organized for the students. These conferences/workshops have helped in developing research culture not in the concerned departments but in students too.

**3.1.7 Provide details of prioritized research areas and the expertise available with the institution.**

The Institution does not have the rights or mechanism to set research priorities. The faculty members may opt their own field to carry out research in the form of research projects or as a research supervisor. Any of the faculty members can apply for the projects. The Department of English has the Research Supervisor recognized by the affiliating University.

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

The institution invited scholars and researchers of eminence as Resource Persons in the conference it organized and they delivered the lectures and interacted with the faculty members and the students.

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

In recent past no faculty member has applied for sabbatical leave. The leave rules are framed by the Department of Higher Education and the Institution follows them. The faculty members can avail leave if they apply and is sanctioned by the Department. The College Administration extends support to staff in the process.

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)**

To transfer research findings the faculty members publishes their research in various National and International journals.



## **3.2 Resource Mobilization for Research**

### **3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

The College does not have an exclusive budget head for research activity other than the budget sanctioned by the UGC under Minor Research Project.

### **3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

No. There is no such provision of providing seed money from college resources.

### **3.2.3 What are the financial provisions made available to support student research projects by students?**

The students have to bear the cost of their projects themselves.

### **3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

No such research project has been undertaken till date.

### **3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

The college has laboratories but there are not many types of equipment available for the research purpose. However, the computer and Internet facility can be availed freely by the scholars and the teachers.

### **3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

No.

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.**

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects	2015-17	The Novels of Stephen Gill: An Ethno-Cultural	UGC	Applied		Awaiting
Major projects			NIL			
Interdisciplinary projects			NIL			
Industry sponsored			NIL			
Students' research projects			NIL			

### **3.3 Research Facilities**

**3.3.1 What are the research facilities available to the students and research scholars within the campus?**

Experienced and active research Supervisor in English

- A well-stocked library with good amount of books.
- Computer and internet facility in the departments.

**3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

Institutional strategies for upgrading and creating infrastructural facilities:

- To encourage faculty members to apply for financial assistance from the UGC, government departments and other funding agencies in the form of major and minor research projects in emerging areas which would help to improve the existing knowledge and infrastructure.
- To provide departmental budget to acquire necessary research facilities.

➤ Addition of new books and research journals in the library.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.**

No

**3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?**

The research scholars and faculty members can use the library facility of other universities like Guru Ghasidas Central University, Bilaspur and Bilaspur University, Bilaspur.

**3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?**

The college is planning to have INFLIBNET services soon.

**3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

Sarguja Vishwavidyalaya, Ambikapur, Dr. C.V. Raman University, Kota, Pt. Sunder Lal Sharma Open University, Bilaspur, and Bilaspur University, Bilaspur have recognized Dr. G.A. Ghanshyam as supervisors to guide Ph.D. scholars in English. Dr. G. A. Ghanshyam is invited by various universities of the country to evaluate Ph.D. and M.Phil. Thesis and to conduct viva-voce of the research scholars. These Institutions allow the scholars to use their available resources.

### **3.4 Research Publications and Awards**

**3.4.1 Highlight the major research achievements of the staff and students in terms of**

- \* Patents obtained and filed (process and product): **Nil**
- \* Original research contributing to product improvement: **Nil**
- \* Research studies or surveys benefiting the community or improving the services: **Nil**
- \* Research inputs contributing to new initiatives and social development: **Nil**



**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

No

**3.4.3 Give details of publications by the faculty and students:**

Name of the Department & the Faculty	Publication in the Last Four Years (2011-2015)			
	Journals	Chapter in Books	Books Edited	Monographs
ENGLISH Dr. G.A. Ghanshyam	42	44	08	04
Economics Ms. Meena Gupta	02	Nil	Nil	Nil

**3.4.4 Provide details (if any) of**

\* **Research awards received by the faculty**

Dr. G.A. Ghanshyam received the Best Paper Award in the Asia TEFL Conference held at Kaula Lumpur, Malasia in 2007.

\* **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

Dr. G. A. Ghanshyam is

- Accredited and recognized by the International Accreditation Organisation (IAO) U.S.A.
- Fellow of Royal Asiatic Society of Great Britain and Ireland,
- Fellow of Independent Guild of Scholars, IUHS, Escazu, Costa Rica, U.S.A.
- National Vice President of ELTAI (English Language Teachers' Association of India)
- Vice President, IAO India Chapter
- Editor-in-Chief "Journal of Teaching English Literature and Research", Chennai
- Editor, Canadian Association of Oriental and Occidental Culture (CAOOC)
- Senior Member of IEDRC (International Economics Development Research Centre)

\* Incentives given to faculty for receiving state, national and international recognitions for research contributions.

No

### **3.5 Consultancy**

#### **3.5.1 Give details of the systems and strategies for establishing institute-industry interface?**

The Placement Cell and Youth Development Centre of the college initiates the interface talks with the industry as well as training institutes oriented towards the technical skill set and soft skill improvement of the students so as to enhance their employability skill

#### **3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

The institution is a Government Institution and it provides available expertise to Government agencies. The other departments of the Govt. approach the college and request for support. The Principal deputed the concerned Department or the staff for the services. The college is the Lead College and the Coordination Centre for various Competitive exams of the District and it plays the lead role in extending support and assisting other colleges of the district appointing district coordinator from the college faculty.

#### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The college motivates the staff to utilize their expertise for consultancy services by networking with institutions, organizations and other agencies.

#### **3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

The college has extended consultancy services to various agencies such as PSC, VYAPAM, State Govt., etc. in conducting their recruitment Exams.

- The faculty members undertake the job of Master Trainers for training the officers on election duties during the elections for Lok Sabha, State Assembly Elections, Municipal and District Panchayat Elections.
- The District coordinators appointed from amongst the college faculty extended services in training the coordinators of other colleges for preparing proposals for Rashtriya Uchcha Siksha Abhiyan and in uploading the college data on the web portal of AISHE.



**3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

Most of the consultancy services are on voluntary basis. The revenue generated through consultancy services is used as per the heads defined by the agency.

**3.6 Extension Activities and Institutional Social Responsibility (ISR)**

**3.6.1 How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

The college organizes programmes through NSS and YDC units of the college to bring awareness and motivate the community to eradicate the social evils such as drug-addiction, illiteracy, child marriages, and also to promote good habits of conserving natural resources, observing rules and health and hygiene.

The students of our college actively participate in these programmes, visit villages and slum areas and help them. These activities bring the feelings of brotherhood and belonging to community and provide them opportunities to serve the society and in turn make them worthy citizens.

Sapling plantations, cleaning of campus, tobacco and plastic free campus and the like are a few activities taken up by NSS and NCC units in the campus to promote environmental awareness amongst students. They also help in maintaining discipline within the campus. The Red Cross Unit has organized health related free camps, and awareness programmes.

**3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

The NSS, and Red Cross Unit of the college work with a focus on promoting citizenship roles in students. The NSS units have organized lectures on energy conservation, cleanliness, literacy awareness etc.



- Rallies are organized and Days of National importance are celebrated in college and the sports persons, students of NSS actively participate in all such events.
- Election of college Union which is conducted in a democratic manner enhances students' political consciousness and make them aware of their roles as good citizens.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

There are various Cells to support the students. The convener interacts with the students regarding their needs/grievances and reports the same to the Principal, concerned department/ person.

- Students can easily approach the Principal during working hours with their academic and personal problems.
- The interaction of the parents/guardians with the admission committees at the time of admissions and on other occasions is also encouraged.
- Parents may meet the teachers, coordinators and principal whenever they desire and may submit their suggestions/ complaints. Opinions of parents are given due consideration with respect to various aspects of teaching, learning, discipline etc.
- Regular staff meetings are conducted to inform and to seek their views on different matters for the betterment of the performance of the institute.
- The feedback received from alumni on the occasion of different programmes conducted by the college provides assists in making assessment of the performance of the institution.

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.**

The college makes plans of the activities as per the calendar of the Government for organising the extension activities.

The budget for organizing outreach programmes under NSS Rs. 13500.00 for the One Day Camp and other activities for the whole year. Under SWEEP Programme the college got Rs. 25000/ to conduct various

activities on District and College level for the awareness towards increase of percentage of voting.

The students of NSS and YRC under the able supervision and guidance of the Prof-in charge of the Units and co-operation of the staff and other students of the college organized various extension activities and outreach programmes in the city and surrounding rural areas during the last four years.

The following tables shows the activities conducted.

**No. of extension activities organized by the NSS Unit:**

Activities	2014-15	2013-14	2012-13	2011-12
No. of Blood donation camps	---	---	01	---
No. of Plantation camps	01	01	01	01
Awareness Programmes/rallies	04	02	01	01
SWEEP Programmes	05	05	---	---
07 days NSS Camp	---	01	01	01
01 day NSS Camp	01	01	---	---
Swaccha Bharat Abhiyan	01	---	---	---
Hand Wash Day	01	---	---	---
Legal Awareness Camp	01	01	---	---
Activities	College Level		District Level	
Essay Writing	25.11.2014		28.11.2014	
Painting/Poster	25.11.2014		28.11.2014	
Debate	25.11.2014		28.11.2014	
Street Plays	26.11.2014		29.11.2014	
Slogan Writing	26.11.2014		29.11.2014	

These extension activities provided the students opportunities to themselves across various issues ailing our society and motivated and sensitized them to beware of them. Resultingly, they came out of the activity and the institution as enlightened and considerate citizens.

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

The Professor-in charge of the Extension activities advertise in the campus for enrollment in their respective units and hold counselling sessions in the



beginning of the session. The Principal deposes faculty members for extending their services in the Extension activities and relieves them for the assigned jobs.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

The College undertook the Baseline Survey on Election Process as per the Directives of the Election Commission of India and Chief Election Commissioner of Chhattisgarh. Under the Coordination of the Principal of the college, faculty members

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

The curriculum-extension interface has an educational value as the Extension activities are an aspect of education, which emphasize community services. These provide extended opportunities intended to help, serve, reflect and learn.

- Students imbibe the appropriate values commensurate with social, cultural, economic and environmental realities, at the local and national levels.
- The visible element of learning is seen in the form of developing sensitivities towards community issues and in inculcating values and commitment to society.
- Mutual benefit is generated through affiliation and interaction with groups or individuals and the ability to influence the actions, decisions, policies, practices of the social groups they interact is strengthened.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The Institution, before going for the execution of planned activity, makes contacts with the local people's representatives, the Govt. machinery and the social activists and organizations of the locality it intends to mark for organising the extension activity and makes all efforts to garner their support and involvement explaining them the need, utility and outcome of the programme to be undertaken by the college.



**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

Before and during the activities, various other organizations and institutions are contacted and their services are sought on charity. The contacts made for current needs develop into constructive relationship for future also. The persons in the departments of Education. Health, Community Welfare, Administration NGOs etc. become permanent allies and mutual support is extended in future also.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

The Institution has received the awards and appreciation letters through the students and the employees of the institution it deputed for community service. The Performance of the NSS, NCC and YRC Units and students of these Units has been frequently appreciated and they have won several awards at District and at state level.

### **3.7 Collaboration**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

The Institutions which have recognized the faculty members of this college as supervisors to guide Ph.D. scholars and the departments as their Research Centres are contacted whenever there is need of sharing the resources.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

The following Institutions of good repute have recognized the faculty members of this college as supervisors to guide Ph.D. scholars:

- Dr. C.V. Raman University, Kota, Bilaspur
- Pt. Sunder Lal Sharma Open University, Bilaspur,
- Sarguja Vishwavidyalaya, Ambikapur

- Bilaspur University, Bilaspur
- Mats University, Raipur (C.G.)
- Singhania University, Pachheri Bari (Rajasthan)
- UKA Tarsadia Univeristy, Bardoli (Gujrat)
- Sri Jagdishprasad Jhabarmal Tibrewala University, Jhunjhunu, Rajasthan

Dr. G.A. Ghanshyam is invited by various universities of the country to evaluate Ph.D. and M.Phil. thesis and to conduct viva of the research scholars.

- 3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

Nil

- 3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

Department	Level of the Conference	Funding Agency	Amount Received	Session
Commerce	National	UGC	70000.00	2014-15

Prof. L.S. Nigam from Raipur, Prof. Ninad Bodhankar from Pt. R.S. Shukla University, Raipur, Prof. Manju Mitra, Co-ordinator, Intach, Bilaspur were invited to deliver talks in the seminar.

- 3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -**

- a) **Curriculum development/enrichment:**

Bilaspur University, Bilaspur and Sarguja University, Ambikapur have appointed Dr. G. A. Ghanshyam as the member of Board of Studies.

- b) **Internship/ On-the-job training:** Nil

- c) **Summer placement:** Nil

- d) **Faculty exchange, Research and professional development:**

Dr G. A. Ghanshyam, the faculty member of the college is recognized by other institutions as their Research Supervisors interact and share their



academic views and meet to discuss various research related issues resulting in professional development and enlightenment of their knowledge.

- f) **Consultancy:** The College provided consultancy services to various agencies in conducting their recruitment exams and in carrying out surveys and in propagating their various schemes for the Election Commission of India and of the State of CG.
- g) **Extension & Student exchange:** The students of the college render their services in many activities organized by NSS and other cells of the college under extension activity programme. The students help the local administration in conducting various activities like, Clean India Movement, Rehabilitation etc.
- h) **Publication:** Dr. G.A. Ghanshyam, Dept. of English is the Editor-in-Chief “Journal of Teaching English Literature and Research”, Chennai Editor, Canadian Association of Oriental and Occidental Culture (CAOOC) Advisory Editor, Literati, Raipur Editor, Virtuoso, Hyderabad.

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.**

Quality sustenance and enhancement are the two major objectives of the Institution. The college is making systematic and concerted efforts to establish linkages with International/National institutes, industries and Research Centres for creating an academic environment for promotion of quality. Strong initiatives are taken to promote interdisciplinary Learning. National conference is organized to provide a platform for healthy exchange of ideas.



**CRITERION IV:**

**INFRASTRUCTURE**

**AND**

**LEARNING**

**RESOURCES**

## **4.1 Physical Facilities**

### **4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The College is an institution of the State Government and relies on and complies with the rules and regulations of the Department of Higher Education and the Government. The Development related proposals prepared in consultation with the departments and the staff is sent for approval and grants to the Department of Higher Education and the UGC for acquisition

The institution adopts policies and strategies for adequate technology deployment and maintenance. The College makes all efforts to provide ICT facilities and other learning resources for academic and administrative purposes. The staff and students have access to technology and information retrieval on current and relevant issues. The institution deploys and employs ICTs for a range of activities.

### **4.1.2 Detail the facilities available for**

#### **a) Curricular and co-curricular activities–**

**Classrooms: 09**

**Technology enabled learning spaces: 02**

**Seminar halls: 01**

**Tutorial spaces: 03**

**Laboratories: 03**

**Botanical Garden: Nil**

**Animal house: Nil**

**Specialized facilities and equipment for teaching, learning and research etc.**

02 LCD Projectors and 03 OHPs are available for teaching and learning

Computers with Internet facility in computer lab, office and UGC Room.

#### **a) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

**Sports:**

**Outdoor –**

One Play Ground for all the field games and athletics

One covered Courtyard to host badminton & Cultural activities and Public speaking

NSS One Unit -for Boys and Girls

First Aid Kits in Sports and NSS units

Purified Drinking Water facility for Health and hygiene.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).**

The college is facing shortage of infrastructure and space. It manages all the academic and extracurricular activities in two shifts sharing the available facilities

**4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

Due care is given to arrange those classes on the ground floor which have Physically Disabled students. Ramp has been made at the entrance. Proper sitting in the class rooms is arranged for such students.

**4.1.5 Give details on the residential facility and various provisions available within them:**

Accommodation to the students of the colleges is available in the Post Metric Hostels (02 for Boys and 01 for Girls) run by the Welfare Department of the State Govt. First priority is given to the students of the Govt. Colleges and this, being a Govt. College, accommodation is provided to the students of the college on the recommendation of the Principal. General Library and common room with TV and proper arrangement of security in the hostels are there.

**4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

The First Aid Kits have been provided to NSS, and Sports. Red Cross Unit has Weighing Machines and First Aid Kit. The Department of Higher Education provides full financial support to the staff under medical aids. There is provision of accidental insurance scheme for the students.

**4.1.7 Give details of the Common Facilities available on the campus—spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

Spaces for special units like IQAC, NSS, Counselling and Career Guidance and Placement Unit, Canteen, are available separately.

Recreational spaces for staff and students is in the Sports Hall for Indoor Games

Safe drinking water facility is available.

Grievance Redressal Unit, Women's Cell and other Committees work in the Department of the Convener



## 4.2 Library as a Learning Resource

### 4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes. The Library Advisory Committee consisting of senior faculty members is formed for the session at the commencement of the session and meets and puts its suggestions for the betterment and proper function of the library activities.

### 4.2.2 Provide details of the following:

- \* Total area of the library (in Sq. Mts.): 150 Sq. Mtr.
- \* Total seating capacity: 40
- \* Working hours (on working days, on holidays, before examination days, during examination days, during vacation)  
10.30 to 5.30 on working days throughout the year.
- \* Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

The reading room facility has been assigned inside the library. At present there is no internet facility available in the library, but the proposal is there to install two computers with internet facility in the library.

### 4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library holdings	2014-15		2013-14		2012-13		2011-12	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	1537	428308	431	65973	---	---	---	---
Reference Books	---	---	55	14378	---	---	---	---
Journals/ Periodicals	---	---	---	---	---	---	---	---
e-resources	---	---	---	---	---	---	---	---
Any other (specify)	---	---	---	---	---	---	---	---

### 4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- \* OPAC: No
- \* Electronic Resource Management package for e-journals: No

- \* **Federated searching tools to search articles in multiple databases:** No
- \* **Library Website:** No
- \* **In-house/remote access to e-publications:** No
- \* **Library automation:** In the process
- \* **Total number of computers for public access:** Nil as of today.
- \* **Total numbers of printers for public access:** Nil
- \* **Internet band width/ speed:** Nil
- \* **Institutional Repository:** Books, Journals, Students' Projects,
- \* **Content management system for e-learning:** Nil
- \* **Participation in Resource sharing networks/consortia (like Inflibnet):** Nil

#### 4.2.5 Provide details on the following items:

- \* **Average number of walk-ins:** 80/Day
- \* **Ratio of library books to students enrolled:** 150/Day
- \* **Ratio of library books to students enrolled:** 25.54:01
- \* **Average number of books added during last three years:** 2023
- \* **Average number of login to opac (OPAC):** No
- \* **Average number of login to e-resources:** No
- \* **Average number of e-resources downloaded/printed:** Nil
- \* **Number of information literacy trainings organized:** Nil
- \* **Details of "weeding out" of books and other materials:** Written off regularly

#### 4.2.6 Give details of the specialized services provided by the library

- \* **Manuscripts:** Nil
- \* **Reference:** Reference books of all subjects are available.
- \* **Reprography:** No
- \* **ILL (Inter Library Loan Service):** No
- \* **Information deployment and notification (Information Deployment and Notification):** Notices are circulated on the notice boards.
- \* **Download:** Not available now
- \* **Printing:** Not available now
- \* **Reading list/ Bibliography compilation:** Nil
- \* **In-house/remote access to e-resources:** Nil
- \* **User Orientation and awareness:** The staff assists in it

- \* **Assistance in searching Databases** Nil
- \* **INFLIBNET/IUC facilities** Nil

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

The library staff provides information regarding new arrivals, the timings and issuing of books class wise and assists in scanning and photo stating the desired materials. The photocopy of the question papers of the previous exams is also provided.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

The library staff assists physically challenged students in searching and selecting books. The photocopies or print outs of the reading materials are given to them by library staff. The librarian takes care of all such students.

**4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

The library does not collect feedback of its own. The feedback taken by the IQAC is used to improve the functioning of the library.

### **4.3 IT Infrastructure**

**4.3.1. Give details on the computing facility available (hardware and software) at the institution.**

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**  
15 Computers in the Lab with the following configuration:  
Intel Core i5-3450, 3.10 GHz, RAM 2GB, HDD- 500 GB, Preinstalled Softwares.
- **Computer-student ratio:** 1:49
- **Stand alone facility:** Computer lab for BCA and PGDCA Students
- **LAN facility:** Available in the Computer lab
- **Wifi facility:** Proposed
- **Licensed software:** Pre installed softwares
- **Number of nodes/ computers with Internet facility**



- **Any other:** Photocopier, Printers, Multi Media Projector, TVs, OHPs

**4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

One Computer in Office, Principal's Chamber, UGC Cell and NAAC cell are available with internet connectivity.

**4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

Internet facility through Wi-Fi in the Campus, SOUL software for library and ICT enabled one classroom will be arranged in the next session.

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)**

No specific provision was made in annual budgets for procurement or maintenance of computers in the past. They were procured as when the demand was put by the departments.

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

With the available computers the following activities are taken care of.

- Printed handouts are given to students as study material.
- Multimedia projectors and OHPs are available -in the college for use by the faculty.
- The Science Department is using LCD projectors in their classes
- The English Department uses LCD Projector to show plays and movies related to the subject.

**4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.**

The College places the students at the Centre of the teaching learning process. Keeping the students' learning at the center available ICT Recourses are used. The institution encourages the staff to undergo training on the use of ICT in teaching and learning. Computer Lab, LCD and OHPs are available to the faculty for computer aided teaching. The computer faculty is always available for any need based assistance in the use of ICT. The computer department also organizes training sessions on the use of Internet.

**4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

No

#### **4.4 Maintenance of Campus Facilities**

**4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

Head	2014-15	2013-14	2012-13	2011-12	Remarks
<b>Building</b>	SG: Nil UGC: 30,000,00.00	Nil	Nil	Nil	Nil
<b>Furniture</b>	Nil	Nil	Nil	SG: 200000.00	
<b>Equipment</b>	SG: 150000.00 UGC: 1155000.00	UGC: 205000.00	SG: 200000.00	SG: 200000.00	
<b>Computers</b>	Nil	Nil	Nil	Nil	
<b>Others</b>	SG: 300000.00 UGC: 150000.00	SG: 100000.00 UGC: 100000.00	SG: 300000.00 UGC: 438000.00	SG: 300000.00 UGC: 260000.00	

SG= State Government Grant, UGC= University Grants Commission

**4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

The committees are formed to verify the stock and recommend the repairing needs. Accordingly, the office initiates the process of maintenance and repairing wherever and whenever it is required.

The process is done whenever it is required.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

The bore well, and Water Purifiers are maintained regularly. The building and Electric Supply system come under the purview of the PWD and the college contacts PWD Officers whenever any such need arise. The PWD takes necessary measures to address the problem.

**Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.**

In addition to using technology as learning resources, the activities of the college in a technology-enabled way to ensure effective institutional functioning have also been established in the last four years. They are:

- The pay bills and all the other bills of the staff are submitted on line to the treasury.
- The process of scholarship- registration, submission of data, and the disbursement of scholarship to all the eligible students is online.



**CRITERION V:**

**STUDENT  
SUPPORT  
AND  
PROGRESSION**

## 5.1 Student Mentoring and Support

### 5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The Institution publishes its updated prospectus annually. It is made available to the students at the admissions with all the details regarding the objectives of education, anti-ragging directives, programmes offered and their regulations and eligibility conditions, mode and time of collection of fees, government scholarships and various welfare schemes for students, information regarding NSS, Sports, the details of the faculty members and administrative staff.

The College Website: [www.govtcollegesurapur.in](http://www.govtcollegesurapur.in) has all the relevant information necessary for the students. The College email ID is: [pri.gdc.surajpur@gmail.com](mailto:pri.gdc.surajpur@gmail.com)

### 5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The college is an Institution of the State Government and extends financial assistance to the students in the form of scholarships, provided the State Government, which are disbursed among the regular students of the college as per the time schedule of the Government.

Type of Scholarships/free ships available to the students under the State Government schemes are:

- Post Metric Scholarships to all the students belonging to OBC/SC/ST
- BPL Scholarship for students from economically weaker sections
- Poor Boys Scholarship for students from economically weaker sections
- Scholarship to Students of Minority Community

#### Details of Post-Metric Scholarships of the State Government

Category	2014-15		2013-14		2012-13		2011-12	
	Total No.	Amount	Total No.	Amount	Total No.	Amount	Total No.	Amount
SC	16	68550	11	46610	10	37860	09	20460
ST	163	783980	126	622100	86	340610	144	311220
OBC	202	492760	140	352765	105	173875	60	57316

**5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?**

The following table shows the percentage of the students who received financial assistance from various agencies:

Session	Total No. of Students		% of Students Benefited
	Total Students	Total Benefited	
2014-15	731	381	52%
2013-14	586	277	47%
2012-13	602	201	33%
2011-12	497	159	31%

**5.1.4 What are the specific support services/facilities available for:**

Following support services/ facilities are extended to the students:

- **Students from SC/ST, OBC and economically weaker sections:**  
The Students receive scholarships, books and stationery under the Book Bank Scheme. They are also given reservation in admissions as per the Govt. Rules. Remedial Classes for these students are also conducted.
- **Students with physical disabilities:**  
There is provision of Scholarships. Ramp at the entrance has been made. As per the University rules, they are provided writers and extra time in the exams. The teachers and the staff extend moral and psychological support to boost their confidence.
- **Overseas students:** No overseas students are there in the college.
- **Students to participate in various competitions/National and International:**  
These students are given extra support for academic lessons, which they miss due to practice, training and participation. The players who participate at State, University, National and International Competitions are given weightage in admissions. They are also provided financial support to meet the expenses on travel, lodging and food. The Sports kit is provided to all such students.
- **Medical assistance to students: health centre, health insurance etc.**  
The College has special concern for health and hygiene of students. Purified drinking water facility is available in the college campus. There is a First-Aid kit available in N.S.S. and Sports Department. Occasional free Health Check-up



Camps are held by the Red Cross Committee and NSS units. Accidental Group Insurance Scheme of the State Government for students is also provided.

- **Organizing coaching classes for competitive exams:**  
The fund for these classes has been sought in the XII plan from the UGC and these classes will be conducted if the proposal is accepted and the grant is released.
- **Skill development (Spoken English, computer literacy, etc.):**  
Spoken English classes are conducted by the Professor of English for the benefit of the students from time to time.  
Computer Literacy programme is organized for the students.
- **Support for “slow learners”:**  
The teachers, while teaching in the class identify such students and provide them necessary assistance and material to cope with the class.
- **Exposures of students to other institution of higher learning/ corporate/business house etc.:**  
The faculty members intimate the students about the institutions of higher learning, corporate and business houses during general discussions in the classes.
- **Publication of student magazines:**  
It has not been published for long by the college.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

The college organizes various lectures/workshops to facilitate entrepreneurial skills among the students of the college by inviting experts from various fields.

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

The Professor-in charge of YRC and Sports attract the students towards extra and co-curricular activities through counselling sessions and notices. The talented students are short listed and they are provided necessary training and guidance to participate and excel at various levels of competitions.

**Additional academic support, flexibility in examinations:** The students who participate in these activities are exempted from attendance and are given notes, study materials and extra coaching. To give flexibility in examinations is under the jurisdiction of the University.

**Special dietary requirements, sports uniform and materials:** The College provides dietary support as per the rules of the Department. At its own level it gives dietary assistance to them who represent the college at State or National Level. Uniform and Sports Kits are given to all who represent the college at any level of competition.

**Any other:** The college meets out all the travel, lodging and food related expenses incurred by the student participants.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central/State services, Defense, Civil Services, etc.**

The faculty members guide the PG students and assist in preparing for various competitive exams at their own level. No formal classes are conducted.

- There is no mechanism to collect data of successful candidates in these exams.
- However, hundreds of the students passing from the college have been selected on prestigious posts in private and public sector.

**5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)**

Counseling is provided as and when students seek such help from the teachers. Personal concerns of the students, if brought forth, have been dealt with by the teachers. Career Guidance cum Placement Cell has been constituted in order to provide career and placement related assistance to the students. Women's cell actively provides personal and psycho-social support and mentors the girl students.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**

The Career Guidance and Counselling Cell and Placement Cell are constituted and it guides and assist the students in seeking job options in various fields related to their subjects and the activities are being recorded in a register.

**5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.**



The Grievance Redressal Cell is formed every year and it looks into the cases which are brought before it or forwarded by the college administration. In the last four years, no such momentous matter has been brought before it as may be mentioned here.

**5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?**

The College forms a committee headed by senior woman faculty member at the commencement of the session and it deals with all the cases related to girl students and the female staff. If any case is reported to it or it notices any such incident in the college premises, it takes instant and necessary actions.

**5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?**

Yes. Anti-ragging Committee is formed every year and remains watchful active, particularly in the first three months of the session. No cases of ragging have been reported in the last four years.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

The Institution implements all the welfare schemes initiated by the Department of Higher Education, Govt. of Chhattisgarh. They are:

Reservation in admissions SC/ST/OBC/Girls

Free books and stationery to SC/ST/OBC students

Scholarships to SC/ST/OBC students

Sports Kits and Financial Assistance to participate in sports activities

**5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

The college does not have registered Alumni. But it always remains in contact with some who still have interest in the college affairs. They are invited in occasional meetings and on the occasion of functions.



## 5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	%
UG to PG	20-22%
PG to M.Phil.	01-02
PG to Ph.D.	
Employed • Campus selection • Other than campus recruitment	Nil Data not available

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

S. No.	Programme	2014-15	2013-14	2012-13	2011-12
1.	B.A.	75%	95%	75%	35.71%
2.	B.Com.	66.66%	0.0%	87.50%	76.47%
3.	B.Sc.	96.55%	86.66%	100.00%	----
4.	B.C.A.	---	----	----	----
5.	M.A. Hindi	Awaited	50%	100%	
6.	M.A. Pol. Sc	Awaited	66.66%		
7.	PGDCA	33.33%	0.0%		
8.	DCA	0.0%			

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The counselling and guidance at personal level is given to students. On demand, study materials are also given by the faculty members.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The dropout rate after admission in regular courses is very low. There are various Socio-economic or cultural issues which constitute reasons for the dropouts. To deal with the issue, the counselling cell and Grievance Redressal Cell intervene; address the problems of the students and counsel.

### **5.3 Student Participation and Activities**

#### **5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.**

The college has the facility of training the students in various field and indoor games:

- There is a playground which can be used for any field games and athletics competitions. The college has organized many Division and sector level competitions in the ground.
- Badminton Tournaments are organized in the covered Courtyard.
- Annual Cultural Activities is a regular feature and many intra-college competitions are organised every year.
- NSS Unit for Boys and Girls
- Youth Red Cross Unit for Boys and Girls
- Cultural Committee to guide and Monitor Cultural Activities
- Students' Union to coordinate
- A Covered Yard and stage to perform
- Two big halls for indoor academic and cultural activities

#### **5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.**

Cultural week are organized ever year. The objective of the week is to provide an opportunity to the youth to exhibit their skills and talents in the field of culture, literary, fine arts and other activities on a common platform and to promote integration and communal harmony among youth belonging to different communities. Students from every stream are selected for Inter Collegiate and University level tournaments/ events via proper selection procedures, so that they can exhibit their skill to a wide audience.

#### **5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

The feedback system from the students, parents and the employees has been started from this session and it will be strengthened by inviting more responses from them and whatever inferences are drawn will be used for improvement of the performance of the Institution.



**5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

The publication activities are not in place and no activity has been undertaken in the recent past. The process is going on to revive it in the next session.

**5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.**

Yes, the College has a "Student Union" consisting of 4 members chosen through an open election process. The Student Union comprises President, Vice President, General Secretary, and Joint Secretary. The Student Union is guided by formal committee comprising of faculty members, formed by Principal and the Senior Faculty is appointed as In-Charge of the students' union.

**Funding:** The finances of the "Student Union" and their working are met by the college through "Student Union Fund".

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

The students have their representation in various bodies of the college such as Amalgamated Fund Committee, Cultural Committees, and Sports Committee.

**5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

The college administration has very good relations and active contact with some of the prominent alumni and ex faculty of the college. They are regularly invited in college functions and in some meetings and their valuable suggestions are given due importance in the policy making process of the college.

**Any other relevant information regarding Student Support and Progression which the college would like to include.**

Nil



**CRITERION VI:**

**GOVERNANCE,  
LEADERSHIP AND  
MANAGEMENT**

## **6.1 Institutional Vision and Leadership**

### **6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

#### **Vision:**

The vision of the college is to uplift and enhance the quality of higher education among the youths of socio-economically backward area by imparting right education which caters to Equity, Efficiency, Excellence and Employability and to enhance in them compassion, competence and confidence to face the challenges of the global world.

#### **Mission:**

- To enable the students to be updated in terms of knowledge.
- To enable them to work towards their inclusive growth, personality and moral values.
- To stimulate the academic environment for the promotion of quality education.
- To enable the student in terms of skill development to be employable.

#### **Objectives of the Institution:**

- To provide quality education and overall development of the persona at low cost.
- To uplift the standard of higher education among the youths of socio-economically backward classes of the region.
- To instill scientific temper, latest technological developments, ethics, discipline, moral, cultural and social values to serve the nation.
- To provide conducive environment to the students for their creativity, skills and hidden talents.
- To motivate and guide the students to take part in extra-curricular activities for their overall development.
- To orient the students towards their social responsibility as a citizen of the country through extra-curricular platforms like N.S.S., Departmental Associations, Sports etc.
- To inculcate in the students the 'sense of belongingness' towards the society and to give back to the society what they have got from it.
- To enhance the emotional intelligence among the stakeholders of the society to develop empathy.
- To instigate the students to respect all the religions, genders, and languages.

### **6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The College is State Government Institute managed by Department of Higher Education, Govt. of Chhattisgarh. The Department regularly reviews and circulates its policies and plans for ensuring quality in Higher Education which all the

Colleges have to follow and implement. It is continuously striving to bring qualitative and quantitative change in Higher Education of the State. The college is a tool to implement and extend these policies and plans.

The Principal, as the head of the Institution, bears the responsibility for both the academic and administrative functioning of the College. He conveys and circulates all the necessary information received from the Department of Higher Education and forms committees to implement them. He ensures that all provisions, rules and regulations of the Department and the University are observed and implemented effectively at institutional level. He also convenes meetings of various Committees and monitors the functioning of the committees.

The Principal constitutes different Committees involving teaching and non-teaching staff which play an important role in the planning and implementation of activities in different spheres of institutional functioning. The committees and the faculty members take active participation in undertaking and implementing the assigned jobs and programmes.

### **6.1.3 What is the involvement of the leadership in ensuring:**

**The policy statements and action plans for fulfillment of the stated mission** are implemented through the committees and are monitored by the Principal and conveners of the committees.

**Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:** Strategic Action Plans are formulated after due deliberations in the meetings with the senior faculty members and the heads of the departments and accordingly bodies to bring them into operation are formed.

**Interaction with stakeholders and Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders:**

At the time of admission, the admission committees make the stake holders aware of the vision and mission of the college and seek their views also to make the function of the college and delivery of the programmes more effective. The students and the student bodies have liberty and easy access to the management of the college and they may submit their views. The management gives due



considerations to all such suggestions which may improve the function of the Institution.

**Reinforcing the culture of excellence:** The College extends all the facilities and resources to the faculty members, staff and the students and motivates them to work for excellence in the field they are in.

**Champion organizational change:** As the college is the lead college of the district, it pioneered in implementing all the new plans and policies of the Department and directed and assisted other Institutions of the districts to do the same.

**6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

The Principal, in the beginning of the session, forms committees keeping in mind the academic calendar and the targets for the academic and administrative activities. The Coordinator of each Committee holds committee meetings which are generally presided over by the Principal. The committees prepare action plans and carry out the activities with the approval of the Principal. The conveners of the different committees intimate the principal about the progress and completion of the assigned jobs during or at the end of the session, as the need be. The action plans of the past year serve as indicators for the analysis and needed amendments. The students and the parents may also put their suggestions to the Principal or the Heads of the Departments. Their suggestions are considered and utilized for the execution and improvement of the policies and plans.

**6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

The Department of Higher Education provides the Academic Calendar for the session with time durations for teaching, sports and cultural activities, examinations and other events. The Heads of the Departments plan their own calendar of events for the session specifying the activities to be held within the time frame. The faculty members have the liberty to devise their own plans of teaching and assessment of the learners' progress. The Principal provides moral, financial and man power support to them and encourages the faculty members to strive for academic and personality development of the students and also for the betterment of the college as a whole.

**6.1.6 How does the college groom leadership at various levels?**

The Principal appoints conveners and coordinators of the committees and they are given free hand to devise and execute the plans and policies related to the jobs assigned to them. Similarly, the department heads carry out academic and extracurricular activities at their own level as per the directions and instructions of the Principal. The units of NSS, YRC and College Student Union also perform various activities. The proper implementation of the institutional policies and programmes is achieved through the conveners and coordinators. The leadership skills among the students are also developed as they contribute as volunteers in all the programmes undertaken by the college.

**6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

The Departments manage their departmental work with the cooperation and assistance of their faculty members and the staff.

- Various Committees coordinate and conduct related activities and events in the college.
- The Professor-in-charge for the units of curricular and extracurricular activities are appointed and they independently work for the proper functioning of their respective units.
- The administration is thus decentralized for all curricular and extracurricular activities. The Principal plays the role of patron and mentor.

**6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.**

Yes. The college has a staff council represented by the heads of the departments, faculty members and the Principal as mentor. The council regularly meets and discusses issues concerning the management of academic as well as administrative matters. Public Participation Committee (Janbhagidari Samiti), the Principal, and senior faculty members play important role in devising and implementing developmental schemes. Financial assistance is also provided by and through the Janbhagidari Samiti and the funds, so raised, are used in distributing salary to the guest lecturers, infrastructure improvement and maintenance, repairs etc. The innovative ideas, opinions and suggestions from the faculty members, staff and students are appreciated and given due consideration in

the decision making process.

## **6.2 Strategy Development and Deployment**

### **6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

The college is the lead Government College of the district and shares the responsibility of fulfilling the needs of the seekers of Higher Education from the city as well as from the surrounding rural areas. Our quality policy is to continuously strive for the complete development of the students coming from varied strata of the society concentrating on academic excellence, personality development and social orientation. In the conventional courses all the seekers of higher education are embraced following the reservation policy and observing the government and university rules. Proper and timely steps are taken to ensure quality in various fields of curricular, cocurricular and extra-curricular activities and they are conducted according to the time frame of the academic calendar of the department.

### **6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

Yes. The college has submitted its proposal to the Department of Higher Education for the construction of class rooms and a hall on the first floor. The approval and sanction of funds is expected.

The proposal to increase number of posts in all the PG and Science Department has also been submitted. The Science stream is opened under the Janbhagidari Samiti/ financing basis. The salary to faculty members is paid by the fund collected from the fees.

In the present set up, the college is facing problem in accommodating the rapidly growing number of students in nearly all the courses. If these proposals are approved, more need based new courses will be started, teaching and learning process will be strengthened and research facilities in the college will be enhanced.

### **6.2.3 Describe the internal organizational structure and decision making processes.**

The Principal heads both the academic and administrative departments of the College and delegates powers and assigns duties to the Heads of all the



Departments who, in turn, discharge their academic and the administrative duties for the smooth functioning of their respective departments. The teaching staff takes care of the co-curricular and extracurricular activities also.

The Janbhagidari Samiti, which has been constituted as per the orders of the Government, is in charge of mobilizing, allocating and approving the funds by its own efforts and monitoring the progress of the institution. The Janbhagidari Samiti consists of nominees of People's Representatives and of the District Collector. The Elected representative of any Public Body is the Chairperson and the College Principal is the secretary of the Samiti.

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:**

**Teaching & Learning:**

The admissions process is completed strictly as per the rules and regulations framed by the department of Higher Education, Government of Chhattisgarh observing complete transparency.

Learning methods are traditional but the students are encouraged for interaction in the class room. The teaching methods are supplemented with the use of notes and materials obtained from the Internet and proper care is taken to make learning process more students centred.

The faculty is highly qualified, experienced and committed. The academic progress of the students is monitored through tests and class interactions and slow and advanced learners are identified by the faculty during classroom interactions and accordingly the learning support is provided to them.

**Research & Development:**

The College supports the professional developments of the faculty and encourages them to undertake research projects and to participate in Seminars, Workshops, Conferences, and Faculty development programmes.

**Community engagement:**

The College participates in various extension activities. The NSS officers co-ordinate these extension activities and students are encouraged to undertake community-oriented activities like literacy drive campaign, environmental awareness programmes, health-hygiene awareness programmes, awareness against child labour, child marriage, drug addiction etc. Free one day health check- up and

blood donation camps are organized by the Red Cross Committee for the benefit of the community, students and staff. The College organizes sports activities of Inter College, District and State level tournaments.

**Human resource management:**

The process of managing the available human resource is as per the service rules of the Department of Higher Education, Govt. of Chhattisgarh, The Institution on its own level looks into the needs of them and takes necessary measure to fulfill and if there is any grievance, it is resolved amicably without delay. They employed taking into consideration the abilities and interests of them.

**Industry interaction:**

As of now, there is no interaction with the industry.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

The Principal shares the feedback, obtained from various sources through different modes, maintaining confidentiality and privacy, in the meetings with the committees and the faculty members and directs the concerned persons/ committees to take appropriate measures while making plans for the current as well as for the next session.

**6.2.6 How does the management encourage and support ~~incentive~~ of the staff in improving the effectiveness and efficiency of the institutional processes?**

The teaching and non-teaching staff is assigned various duties concerning their field of work and specialization and they are given all the needed and available resources to accomplish the assigned jobs. Due recognition is given to their contribution in the annual appraisal. So, they work with devotion.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

The IQAC submitted its suggestions for improvement in the available infrastructure and procuring more facilities. The major issues submitted by the IQAC were discussed in the staff council meeting in the beginning of the session and on the basis of the suggestions and views expressed by the members, the management planned the developmental works.

**Status of Implementation:**

- The separate space for English Department has been created.



- The college is planning to have Internet connectivity through the installation of RF device.
- Water facility has been repaired and renovated.
- A smart board has been installed in one of the rooms of the college to convert it into a smart class.
- Head Phone with speaker has been purchased to teach in a bigger class.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

Yes, But, the institution has to seek approval of the Department of Higher education, Govt. of Chhattisgarh and the UGC before applying to the University. No effort has been made by the college to obtain the Autonomy.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?**

The Principal forwards the complaints or grievances to the concerned committees as soon as they are received and the committees are directed to resolve them in the shortest possible time, if they are within their power. Otherwise, they are at once forwarded to the higher authorities.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

There is no court case concerning the institution in the last four years.

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?**

The process of taking sample based feedback from the students has been started from this session and this will be extended to more respondents in the next session. The responses received will be given due consideration in framing the policies for the coming session.

### **6.3 Faculty Empowerment Strategies**

**6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?**

The College motivates and provides facility to all the faculty members to attend refresher and orientation courses as per the requirement, seminars,



conferences and workshops to update themselves on recent developments in academic areas. All faculty members are motivated to apply for Minor/Major projects funded by UGC and other funding agencies and to pursue research works individually.

The non-teaching staff of the college is also encouraged to update and improve their work related abilities and is deputed to participate in a training programmes such as computer operation and software use, whenever any such training programme is organised.

**6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

The College permits and relieves the faculty and the staff to participate in various courses and training programmes keeping in view the assigned jobs and professional requirements. Duty leave is provided to teachers going for orientation course, refresher course or any other training or faculty development programmes. Government provides reasonable financial assistance to faculty members on the basis of their nature of work, qualification and designation.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

There is provision of submitting Confidential Report Form filled by the employee and it is assessed by the Head of the Institution at the end of the academic session. The same is forwarded to the higher authorities of the Department who in turn approve or disapprove the grades (Excellent, Very Good, Good, Average and Bad) awarded by the Head of the Institution. The adverse remarks are communicated to the employees by the Department and explanation is sought to clarify and chance is given to improve. Poor performance affects the promotion and placement in higher pay grades while Excellent Grade is given due weight age in promotion.

A self-appraisal Form (PBAS) has been introduced by the Department of Higher Education from 2013-14 and it is accordance with the self-appraisal form of the UGC. The faculty members have to submit it along with the CR Form and enclosures showing active involvement in curricular, cocurricular, extra-curricular activities. The forms are then checked and verified by a Committee appointed by

the Principal. The confidential report based on verified factual data is prepared by the Principal in consultation with the IQAC.

The college has also started taking feedback from the students regarding performance of individual teachers on various aspects. Our Feedback Committee collects the data and prepares the report on the individual teacher giving the necessary recommendations which are finally forwarded to the Principal for necessary action.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

The performance appraisal report duly filled is assessed by the Principal and Directorate. The administration plays an active role in the performance appraisal of the staff. The college administration on behalf of directorate college education keeps a vigil on the professional behaviour and attitude of the members of the teaching as well as the non-teaching faculty.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

The college implements all the welfare schemes initiated by the department of Higher Education and The State Government for its employees.

Some of them are:

- General Provident Fund (GPF)
- Group Insurance Scheme (GIS)
- Loan Facilities for Vehicle and House building
- Short term loans from PF
- Loan Advance, Festival Advance, Advance for Purchasing Grains
- Reimbursement of Medical Expenses
- Anukampa Niyukti (On the sad demise of any employee during service)

The staff has availed these benefits of these schemes whenever required.

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

The Institution does not have any power either to retain or to relieve any faculty member. The process of placing and transferring faculty members is carried out by the department of Higher education.



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

### **6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The head of the Institution constitutes various committees headed by a senior faculty member every year at the beginning of the session for efficient and prudent use of available financial resources. Some of the committees are:

- Planning Board
- Janbhagidari Samiti (Internal)
- UGC Committee
- Amalgamated Fund Committee
- Self-Financed Courses Committee
- Purchase Committee
- Internal Audit Committee

The meetings of these committees are regularly held and the funds are disbursed as per the decisions and recommendations of the committees. The Principal monitors the whole process.

### **6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

The principal forms an Internal Audit Committee which audits the financial matters and submits its report to the Principal.

- The college gets the accounts audited by the Local CAs also.
- The Internal audit and audit by the CAs is regularly done.
- External Audit is done by the Audit Team of the Department of Higher Education of the State Government and by the State AG Office.

**The last audit was done by the Department of Higher Education in February 2005.**

**Major Audit Objections:** There were three major Audit objections:

- i. The caution money from the charge holders was not deposited.
- ii. The stock register was not updated and did not have the sign of the incharge

**Compliance:** The above objections were cleared and compliance has been taken care of.



**6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

The Department of Higher Education of the state Government is the major source of funding. The UGC is the second largest source of funds.

- The college generates funds from various Fees such as Janbhagidari Fee and of Self-financed Courses Fee.
- The college spends and meets out the expenses from the grants received from the above sources and so the problem of deficit does not arise. .

**A. Source: State Government:**

Session	Fund Received	Expenditure	Balance
2013-14	9901000.00	6783613.00	3117387.00
2012-13	6640590.00	5289064.00	1351526.00
2011-12	11145000.00	9055226.00	2089774.00
2010-11	9533500.00	11847900.00	-2314400.00

(In 2010-11 the fund was a pool fund of Govt. College, Bhaiyathan and our college)

**B. Source: UGC**

Session	Fund Received	Expenditure	Balance
2013-14	271539.00	1548838.00	-1277299.00
2012-13	864238.00	259373.00	604865.00
2011-12	260000.00	Nil	260000.00
2010-11	1790000.00	17000.00	1773000.00

**C. Source: Janbhagidari**

Session	Fund Received	Expenditure	Balance
2013-14	1719000.00	1151691.00	567309.00
2012-13	1558800.00	576912.00	981888.00
2011-12	715900.00	141204.00	574696.00
2010-11	336087.00	129066.00	207021.00

**6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**

The Institution has to rely on the above four sources. It however approaches the Local MLAs and MPs for Donations and Contributions. In the last four years no donation has been received but earlier they have contributed and developmental works have been carried out. The Inner Yard has been covered and a hall has been built with funds raised from them.

**6.5 Internal Quality Assurance System (IQAS)**

**6.5.1 Internal Quality Assurance Cell (IQAC)**

- a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

Yes. The College has active and functional IQAC.

**The following is the Institutional policy with regard to quality assurance:**

- Development of quality culture in various academic and administrative activities of the institution
- Facilitating the creation of a learner-centric environment conducive to quality education
- Motivating adoption of the required knowledge and technology for participatory teaching and learning process
- Dissemination of information on various quality parameters of higher education
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes
- Documentation of the various programmes/activities leading to quality improvement.

**The IQAC has contributed in institutionalizing the quality assurance processes** by planning and developing a systematic frame work of activities to be undertaken in the academic session. The Cell has conducted meetings first with its members and then with the whole college staff under the chairmanship of the



principal and shared the views with the staff and made them acquainted with the decisions taken and the ways to implement them.

- b. **How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**

All the decisions were approved by the Principal and all have been implemented.

- c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

Yes. There are, at present two of them are from alumni of the college and two of them are from professional community. They have submitted their valuable suggestions in the meetings they attended and due consideration was given to their views by the management of the college.

- d. **How do students and alumni contribute to the effective functioning of the IQAC?**

The IQAC members interact with the students and the alumni and seek their views and suggestions for improvement of the functioning of the College. Their suggestions are taken as feedback by the IQAC and after deliberations with the Principal and the staff due place is given in framing the policies for quality enhancement of the Institution.

- e. **How does the IQAC communicate and engage staff from different constituents of the institution?**

The IQAC communicates with the staff through meetings and discusses important issues; while temporal issues are communicated verbally and the needed cooperation is sought from them.

- 6.5.2 **Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.**

Yes. Both the units – academic and –administrative - go hand in hand and cannot be taken in isolation, though the administrative activities are only to supplement the academic activities. The administration takes care of effective operationalisation of all the academic activities and extend support to quality assurer of academic delivery while the administration gets support of its staff in all the activities related to smooth functioning of the institution.



**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

The institution ensures that the decisions based on the findings of the IQAC are fully adhered to. The academic as well as the administrative working is further smoothed by the time to time training sessions being organized by the college for its teaching as well as the non-teaching staff. Small workshops in the form of interactive sessions have helped the staff of the institution work in a better and more promising way.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

The academic audit is done by means of teaching diaries of the faculty and the feedback taken from the stakeholders during personal interactions. No external review of the academic provisions is taken.

**6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The Internal Quality Assurance mechanism has been framed as per the directives given, by the Department of Higher education and affiliating University, in the manuals of UGC and the NAAC, and so, it fully aligns with the External Quality Assurance Agencies.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

The College has a clearly defined approach to review and assess the teaching-learning process.

- The concerned teacher makes an assessment of his/her intended educational outcome and accordingly adapts his/her methods of delivery.
- The head of the department reviews the process in the meetings-formal and informal- and shares his views for improving the outcome.
- The Principal monitors the process and examines the teaching diaries of the faculty member at the end of each teaching month.
- In the beginning of the new session the results are analyzed and a comparison with the results of the previous sessions is made.

- The higher authorities of the department are intimated about the performance of the students as well as of the teachers through Self-Appraisal Reports.
- This mechanism encourages and motivates the teachers as well as the students to improve their performance.

**6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**  
The quality assurance policies and mechanisms are communicated to both the external and the internal stakeholders through the Prospectus, Web site and also through the Notices and Meetings.

**Any other relevant information regarding Governance, Leadership and Management which the college would like to include.**

The College administration has been playing a lead role in getting the policies of the Government and the affiliating University implemented not only in this college but also in all the other colleges of the district.

**CRITERIA VII:  
INNOVATIONS  
AND  
BEST PRACTICES**



## **7.1 Environment Consciousness**

### **7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?**

There is no formal body to conduct green audit in the institution, however, the college family plants trees in the College campus and, with the help of staff, NSS, and NCC students, care is taken for the survival and flourishing of them. A senior faculty member has been assigned the responsibility of keeping the campus green and clean. For this purpose trash bins have been kept at various places of the college.

The students are made aware of the drastic consequences which mankind will have to face in case we do not take steps to protect the environment.

### **7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?**

The College campus is eco- friendly. For this, the head of the institution, the staff and the students are wholly committed.

**Energy conservation-** The College class rooms are well ventilated and lighted and needs no artificial lighting. The use of energy sources is prudently made.

**Water harvesting-** There is no rain water harvesting.

**Efforts for Carbon neutrality-** Plantation in the campus helps in carbon neutrality.

**Plantation-**Plantation in the campus is a regular feature and every year saplings are planted and proper care is taken for their survival.

**Hazardous Waste management-** The College does not generate any hazardous waste at all.

**E-waste management-**The e-waste is suitably disposed of.

#### **Other initiatives:**

Rallies, Tree-Plantation, Campus Cleanliness Campaign and other awareness drives are regularly organized to make the campus eco-friendly.

Days like World Environment Day, Ozone Layer Protection Day, World Wild Life day etc. are celebrated.

Environmental Science and Human Rights is a compulsory subject for all UG Students in First Year Course and it helps in making the students aware of the hazards and risks involved in ignoring the issues related to environment.

## **7.2 Innovations**

### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

The college has introduced several innovations in academics, administration and other levels of the college's functioning to foster global competencies among students and enable them to carve a niche for themselves in this fast changing educational scenario.

#### **Fostering Global Competencies:**

Global competencies involve effective communication skills, interpersonal skills, leadership qualities and being a good team player. The following initiatives have been taken to foster the global competency among students:

All the students of UG also observe and study issues related to environment and prepare their projects.

The institution, thus, involves the students and teachers in a way that renders them opportunities to work with innovation in their own way.

## **7.3 Best Practices: ONE**

### **7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.**

#### **1. Title of the Practice: Harmony and Congeniality**

#### **2. Goal**

The primary purpose of education is to inculcate moral and ethical values, along with the knowledge of the subject, among the learners and institutions strive to achieve this goal so that they may justify their being and provide worthy citizens to the nation and society. The students should, therefore, be made to understand the meaning and utility of being congenial, sympathetic, tolerant and submissive. The college has given highest priority to this practice and is endeavoring to follow and maintain the prevalent trend of complete harmony in the campus.



### 3. The Context

This is a multi-faculty College having Arts, Commerce, Science and Computer Science subjects. Earlier, it was very difficult to maintain discipline in the campus and there were frequent cases of undesirable disputes. This forced the college administration to address this bitter issue. The college administration, with the help of staff and alumni, developed a mechanism to remain in constant touch with the students on personal level and brought the disputing issues into the knowledge of the Head of the Institution and he, on his part, at once resolved it amicably. This exercise slowly developed into a constant practice.

### 4. The Practice

The Principal forms committees to take up various issues related to the students. The students approach the committee heads and put their problems before it and they instantly resolved in the best possible manner. If the matter is beyond the power and jurisdiction of the college administration, the students are properly intimated and guided to approach the concerned authorities containing themselves in complete discipline. Sometimes, it happens that the problems may not be instantly resolved but proper guidance leads the students to show patience and tolerance. The matter is, however, forwarded to higher authorities and the students are intimated about it. The students have faith in and freedom to access the principal or the committees and there is smooth communication.

### 5. Evidence of Success

Smooth and proper communication between the students and the administration has made it possible that **in the last ten years no cases of ragging, harassment of girls, group rivalry among students or any undesirable incident in the premises have been reported.**

The direct elections for the students union in the last session are the documented proof of this practice. **The whole process was completed in very congenial manner without any incident of dispute or violence.**

The college administration hopes to maintain this in future.



## **6. Problems Encountered and Resources Required**

**Please identify the problems encountered and resources (Financial, Human and other) required to implement the practice in about 150 words.**

It is not always possible for the college administration to fulfill each and every demand of the students as the institution has limited resources and powers. The policy matters are resolved at higher level of the Department.

Sometimes, financial crunch also becomes a hurdle in solving or fulfilling the demands. On such occasions, the only way left for the administration is to address and communicate with the students in congenial and tolerant manner and to convince them becomes the greatest challenge. The administration has, however, succeeded in the past.

## **Best Practice: TWO**

1. **Title of the Practice: To strive in making model students by imparting value based education**

2. **Goal**

To inculcate patriotism and leadership skills

To empower women

To arouse social consciousness

To counsel the students

To contribute to national development

3. **The Context:**

Conceived and initiated with the avowed aim of arousing nationalistic pride, imparting information and providing a platform for collective thinking and community feeling (strategizing future course of action) at a time when the nation was reeling under foreign rule, the practice of teacher student interaction has an added significance and relevance in present times when gross materialism and consumerism have overridden ethical and patriotic values. Knowing that values are imbibed rather than taught, the college has adopted this practice to counsel the students and inculcate those values that are needed to live in a pluralistic society and contribute to national development. Having a directly elected student's council body is a learning process for leadership skills.

4. **The Practice:**

Thought for the Day is given to instil values among students and arouse the intellectual, moral and social consciousness of students. The thought provoking 'Pearls of Wisdom' and the collective counseling prepares every student to raise oneself intellectually and morally so as to face the stern realities of life with confidence and courage. Each student of the college is expected to look on himself as the ambassador of the college and conduct one's self with dignity that is worthy of the institution.

5. **Evidence of Success:**

The practice has exercised a great motivational influence on the student community. Motivated by the student achievers and honors conferred on them, the students are recognizing their potentialities, shedding their inhibitions and coming forward to participate in various activities being organized by the college. What is

laudable is that they are benchmarking their achievements and effort. The achievements of the competent teachers in their respective fields further fire them to give their best and outperform. Well-defined value system and love for our culture has given strong roots and poise to our students and facilitated their moral and intellectual growth. It has gone a long way in inculcating a strong sense of ethical values, a genuine concern for our culture and commitment to nationalistic causes. We have a galaxy of alumni who have done the college proud by making significant contribution in ameliorating the lot of oppressed, marginalized sections of society.

**6. Problems Encountered and Resources Required:**

The problem area is time table. A lot of rescheduling and adjustment in time table has to be done to enable all the teachers to meet their respective classes and prevent any academic loss while pursuing the goal in the making of model student.

<b>Name of the Principal:</b>	<b>Dr. S. S. Agarwal</b>
<b>Name of the Institution:</b>	<b>Pt. Rewati Raman Mishra Govt. College, Surajpur (C.G.)</b>
<b>City:</b>	<b>Surajpur</b>
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**EVALUATIVE  
REPORTS  
OF  
THE  
DEPARTMENTS**

**DEPARTMENT OF  
COMMERCE**

## Evaluative Report of the Departments

1. Name of the department: **DEPARTMENT OF COMMERCE**
2. Year of Establishment: **1984-85**
3. Names of Programmes/Courses offered: **UG (UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NONE**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	02 (01- Guest Faculty) (01-Janbhagidari Faculty)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
1.Mithun Samaddar	M.Com.	Guest Lecturer	Nil	02 Months	Nil
2.Manish Kumar Pandey	M.Com	Guest Lecturer	Nil	02 Months	Nil

11. List of senior visiting faculty: **Mr. Abid Hassan Khan, Assistant Professor of Commerce at Govt. College, Ramanujnagar takes class as Visiting Faculty.**



12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 80%
13. **Student -Teacher Ratio (programme wise):** B.Com. I+II+III: – 83:1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:**  
M.Com.
16. **Number of faculty with ongoing projects from funding agencies and grants received**
  - a) **National:** Nil
  - b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**
  - a) **National committees:** Nil
  - b) **International Committees:** Nil
  - c) **Editorial Boards:** Nil
22. **Student projects**
  - a) **Percentage of students who have done in-house projects including inter departmental/programme**  
100%, All the students of Under Graduate class undertake projects based on Environmental Science.
  - b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
Mr. Abid Hassan Khan, Mr. C.B. Mishra, Mr. Ravindra Thawait etc.



25. **Seminars/ Conferences/Workshops organized & the source of funding**

a) **National:** 01 National Level Conference on the theme "Tourism Industry: Possibilities and Challenges was organized on 19-20 January 2015 by the department. The Conference was funded by UGC.

b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Com. I Year	90	86	63	23	----
B.Com. II Year	27	27	16	11	27%
B.Com. III Year	13	13	08	05	66.67%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Com. I Year	100%	Nil	Nil
B.Com. II Year	100%	Nil	Nil
B.Com. III Year	100%	Nil	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available

<b>Employed</b>	
<ul style="list-style-type: none"> <li>- Campus selection</li> <li>- Other than campus recruitment</li> </ul>	Nil Not Available
Entrepreneurship/Self-employment	Not Available

**30. Details of Infrastructural facilities**

- a) **Library:** Central Library Facility is available
- b) **Internet facilities for Staff & Students:** Yes
- c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
- d) **Laboratories:** Nil

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.

**32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**

Lectures for the benefit of the students are organized from time to time.

**33. Teaching methods adopted to improve student learning:**

Other than traditional method of teaching group power point presentation and multimedia is used by the faculty.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

The students participate in the activities organized by NSS, Youth Red Cross and others.

**35. SWOC analysis of the department and Future plans:**

**Strength:**

- The faculty has full of enthusiasm and energy to deliver the subject.

**Weakness:**

- Irregularity of the students in attending the class.
- No regular faculty is available.

**Opportunity:**

- Students are interested to do Post Graduation in Commerce and it's an opportunity for the department to take up this issue.

**Challenges:**

- To maintain the goodwill of the subject.
- To make the students understand the subject easily.
- To maintain a cordial relationship between the teachers and the students.



**DEPARTMENT OF  
ECONOMICS**

## Evaluative Report of the Departments

1. Name of the department: **DEPARTMENT OF ECONOMICS**
2. Year of Establishment: **1984-85**
3. Names of Programmes/Courses offered: **UG (UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **The faculty of Economics conducts Classes for the students Commerce.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NONE**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

	Sanctioned	F
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Guest Faculty)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Meena Gupta	M.A., M.Phil.	Guest Lecturer	Nil	03 Years	Nil

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **85%**





26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I Year	62	62	42	20	----
B.A. II Year	41	41	20	21	16.13%
B.A. III Year	13	13	02	11	39%
B.Com. I Year	86	86	63	23	----

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I Year	100%	Nil	Nil
B.A. II Year	100%	Nil	Nil
B.A. III Year	100%	Nil	Nil
B.Com. I Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
• Campus selection	Nil
• Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available

30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
  - d) **Laboratories:** Nil
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students is organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching group discussion and quiz is organized.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- The faculty is research oriented and committed having good command on communication.
- Weakness:**
- Lack of specialized faculty and infrastructure.
- Opportunity:**
- Students are interested to do Post Graduation in Economics
- Challenges:**
- The IQ level of the students is very low and the teacher has to make them understand the topic
  - It's a challenge to bring the students into the classrooms.

**DEPARTMENT OF  
ENGLISH**



## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF ENGLISH
2. **Year of Establishment:** 1984-85
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** NIL
5. **Annual/ semester/choice based credit system (programme wise):** ANNUAL
6. **Participation of the department in the courses offered by other departments:**  
The faculty of English conducts Foundation Course English Classes for students of Arts, Science and Commerce
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Dr. G.A. Ghanshyam	M.A., Ph.D.	Assistant Professor (SG)	Indian Writings in English	20 Years	Awarded: 04 Working: 01

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** Nil

13. **Student -Teacher Ratio (programme wise)**  
 B.A. : 319:1  
 B.Sc. : 251:1  
 B.Com: 126:1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil**
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: Ph.D. : 01**
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
 a) National : Nil  
 b) International : Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:**  
 Minor Research Project has been submitted by the Department to the UGC.
18. **Research Centre /facility recognized by the University: No**
19. **Publications:**
- \* **a) Publication per faculty**  
 Dr. G. A. Ghanshyam has published: 86 papers
  - \* **Number of papers published in peer reviewed journals (national /international) by faculty and students: 42**
  - \* **Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**  
 02
  - \* **Monographs: 04**
  - \* **Chapter in Books: 44**
  - \* **Books Edited: 08**
- \* **Books with ISBN/ISSN numbers with details of publishers**
- SELF WRITTEN BOOKS (MONOGRAPHS): 04**
- **Kiran Desai: The Trend Setter (Yking Books, Jaipur, 2015)**  
 ISBN: 978-93-82532-96-5



- Fictional Art of Salman Rushdie: Shaping Multicultural Identity” (Authorspress, New Delhi, 2015) ISBN: 978-81-7273-786-3
- Amitav Ghosh: A Traveller across Time and Space (Authorspress, New Delhi, 2014) ISBN: 978-81-7273-747-4
- Women, Relationship and Rebellion: A Study of Namita Gokhale’s Fiction (Book Enclave, Jaipur, 2013) ISBN: 978-81-8152-317-4

**EDITED BOOKS: 08**

- Variegated Narratives of Indian English Fiction (Aadi Publication, Jaipur) 2014, ISBN: 978-93-82630-32-6
- Innovations in ELT in the Changing Contexts (Sarup & Sons, New Delhi) 2014. ISBN: 978-81-7325-941-5
- Indian Fiction since Independence-Reading from the Periphery (Prestige Books, New Delhi) 2013, ISBN: 978-93-82186-17-5
- The Voice of the Other: Post Independence Indian English Fiction (Yking Books, Jaipur) 2013, ISBN: 978-93-80930-94-7
- Voice of the Voiceless: Conceptualizing the Marginalized Psyche (Authorspress, New Delhi) 2012, ISBN: 978-81-7273-625-5
- English Language Teaching: A Pedagogical Webquest (Authorspress, New Delhi) 2011, ISBN: 978-81-7273-594-4.
- Vignettes of Indian English Literature (Authrospress, New Delhi) 2010, ISBN:978-81-7273-516-6
- Glimpses of Post Independence Indian English Fiction (Authospress, New Delhi) 2007, ISBN: 978-81-7273-435-0

- \* **Citation Index:** Not Known
- \* **Impact factor:** Not Known

**20. Areas of consultancy and income generated:**

Consultancy services on Soft Skills, Career Guidance, Personality Development, Communicative English, Spoken English is provided to many institutions, Govt. offices and Schools as and when they require. But no income is generated out of it.



**21. Faculty as members in**

**a) National committees:**

- National Vice President, English Language Teachers' Association of India (ELTAI)
- Convener of Literature SIG, ELTAI. ([www.eltai.org](http://www.eltai.org))
- Vice President of India Chapter of IAO (International Accreditation Organisation)

**b) International Committees:**

- Fellow of Royal Asiatic Society of Great Britain and Ireland.
- Fellow of Independent Guild of Scholars, Costa Rica.
- Senior Member of IEDRC (International Economics Development Research Centre),

**c) Editorial Boards:**

- Editor-in-Chief "Journal of Teaching English Literature and Research", Chennai
- Editor, Canadian Association of Oriental and Occidental Culture (CAOOC)
- Advisory Editor, Literati, Raipur
- Editor, Virtuoso, Hyderabad

**22. Student projects**

**a) Percentage of students who have done in-house projects including inter departmental/programme:**

100%, All the students of Under Graduate class undertake projects based on Environmental Science.

**b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:**

Nil

**23. Awards / Recognitions received by faculty and students:**

- "Best Educationist Award", International Institute of Education and Management, New Delhi
- Best ELT@I Chapter Award as the Convener of Bilaspur Chapter.
- 300 US Dollars by Asia Teachers of English as Foreign Language (Asia TEFL) for the paper "Potentiality of Drama in Teaching English as a Second Language" and was invited to present his paper at Kuala Lumpur, Malaysia in 2007. He was one among the 30 Asians to be awarded and from India including him only two have been awarded.

24. List of eminent academicians and scientists/visitors to the department:

Prof. L.S. Nigam, Historian, Raipur

Prof. Ninad Bodhankar, RSU, Raipur

Mr. Shivaji Kushwaha, PGBT College, Bilaspur

Dr. Manju Mitra, Career Counsellor, Bilaspur

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National: Nil (Proposal has been submitted to UGC)

b) International Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I YEAR	218	192	124	68	-----
B, A. II YEAR	81	81	40	41	29%
B.A. III YEAR	46	46	16	30	75%
B.Sc. I YEAR	187	175	106	69	33%
B.Sc. II YEAR	46	46	25	21	60%
B.Sc. III YEAR	30	30	07	23	96.5%
B.COM. I YEAR	92	86	63	23	27%
B.COM. II YEAR	27	27	16	11	25%
B.COM. III YEAR	13	13	08	05	66.66%
B.C.A. I YEAR	10	09	08	01	13%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I, II, III	100%	Nil	Nil
B.Sc., I, II, III	100%	Nil	Nil
B.Com., I, II, III	100%	Nil	Nil
B.C.A. I	100%	Nil	Nil



28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?  
Data Not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	Nil
• Campus selection	Nil
• Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities

- a) Library: Central Library Facility is available
- b) Internet facilities for Staff & Students: Yes
- c) Class rooms with ICT facility: Room No. 7 is a Smart Class Room
- d) Laboratories: Nil

31. Number of students receiving financial assistance from college, university, government or other agencies.

All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.

32. Details on student enrichment programmes (special lectures/workshops/seminar) with external experts.

The department organizes Special Lecture and Seminars for the benefit of the students from time to time as and when required.

33. Teaching methods adopted to improve student learning:

Along with the Traditional Methods of lectures and classroom interactions power point presentation, videos, audio-videos and communicative method of teaching is used in the classroom.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

The students participate in the activities organized by NSS, Youth Red Cross and



others.

Under Extension Activity Dr. G.A. Ghanshyam takes English Classes at Govt. Girls' School, Surajpur for the students of class 12<sup>th</sup>.

35. **SWOC analysis of the department and Future plans:**

**Strength:**

- The department is endowed with highly qualified, motivated, active research oriented and committed faculty.
- The department has highest number of publications in the form of research papers and books.
- The faculty of English is invited throughout the country for lectures and to conduct Viva-voce of Ph.D..

**Weakness:**

- The department has only one faculty to cater to the needs of 700 students.
- Poor base of English language of the students could not provide desired results.

**Opportunities:**

- As there are sufficient number of curious learners available, the Department has the opportunity to prove its utility by enhancing the language learning and spreading rich morals and values through English Language.

**Challenges:**

- Within the limited resources and poor background of the learners, how to deliver good results the department has been delivering in the past.
- Development of English Language Lab.

**Future Plans:**

- To encourage the students to take up English Literature in Under Graduate classes.
- To initiate the process to open Post Graduation Programme in English.
- To start Certificate Course in English Proficiency.
- To enhance activities related to English language.
- To form an association of English at the college to promote English related activities in the college.

**DEPARTMENT OF  
HINDI**

## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF HINDI
2. **Year of Establishment:** 1984-85
3. **Names of Programmes/Courses offered:** UG & PG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):**  
UG: Annual, PG: Semester Based
6. **Participation of the department in the courses offered by other departments:**  
The faculty of Hindi teaches Computer Application to the students of M.A. Political Science.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	01	00
Associate Professors	00	00
Asst. Professors	01	02 (01- Guest Faculty) (01-Janbhagidari Faculty)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
1. Mrityunjaya Mishra	M.A.	Guest Lecturer	Nil	02 Months	Nil
2. Parul Jain	M.A.	Guest Lecturer	Nil	02 Months	Nil



11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 80%
13. **Student -Teacher Ratio (programme wise):** B.A. (Lit) I+II+III: = 69:1  
M.A. I+II:- 08:1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:** M.A.
16. **Number of faculty with ongoing projects from funding agencies and grants received**
  - a) **National:** Nil
  - b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**
  - a) **National committees:** Nil
  - b) **International Committees:** Nil
  - c) **Editorial Boards:** Nil
22. **Student projects**
  - a) **Percentage of students who have done in-house projects including inter departmental/programme**  
100%, All the students of Under Graduate class undertake projects based on Environmental Science.
  - b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
Dr. Ramkumar Mishra, Dr. Ashok Sharma,
25. **Seminars/ Conferences/Workshops organized & the source of funding**
  - a) **National:** Nil
  - b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I Year (Literature)	63	63	36	27	----
B.A. II Year (Literature)	25	24	12	13	99%
B.A. III Year (Literature)	16	16	08	08	100%
M.A. Previous	04	04	01	03	100%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I+II+III	100%	Nil	Nil
B.Sc. I+II+III	100%	Nil	Nil
B.Com. I+II+III	100%	Nil	Nil
M.A. Previous	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

01

29. Student progression

Student progression	Against % enrolled
UG to PG	15%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
• Campus selection	Nil
• Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available



30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room ,
  - d) **Laboratories:** Nil
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students is organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching group power point presentation and multimedia is used by the faculty.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- The faculty has full of enthusiasm and energy to deliver the subject.
- Weakness:**
- Irregularity of the students in attending the class.
  - No regular faculty is available.
- Opportunity:**
- To turn the available strength of undergraduate students to Post Graduation.
- Challenge**
- To maintain the goodwill of the subject.
  - To make the students understand the subject easily in a big class
  - To maintain a cordial relationship between the teachers and the students.



**DEPARTMENT OF  
HISTORY**

## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF HISTORY
2. **Year of Establishment:** 1984-85
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:**  
Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
A.K. Pandey	M.A.	Assistant Professor	Modern History	20 Years	Nil

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** None
13. **Student -Teacher Ratio (programme wise):** B.A. - I+II+III: – 166:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:**  
M.A., M.Phil.
16. **Number of faculty with ongoing projects from funding agencies and grants received**
  - a) **National:** Nil
  - b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**
  - a) **National committees:** Nil
  - b) **International Committees:** Nil
  - c) **Editorial Boards:** Nil
22. **Student projects**
  - a) **Percentage of students who have done in-house projects including inter departmental/programme**  
100%, All the students of Under Graduate class undertake projects based on Environmental Science.
  - b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
Nil
25. **Seminars/ Conferences/Workshops organized & the source of funding**
  - a) **National:** Nil
  - b) **International:** Nil



26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I Year	104	104	66	38	----
B.A. II Year	31	31	12	19	88%
B.A. III Year	21	21	07	14	87%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I Year	100%	Nil	Nil
B.A. II Year	100%	Nil	Nil
B.A. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	15%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
• Campus selection	Nil
• Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available

30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
  - d) **Laboratories:** Nil
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students is organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching group discussion is organized and handouts are distributed among the students.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- The faculty is full of enthusiasm and energy to deliver the subject with research aptitude.
  - The intake of the students is very good as for as GER is concerned.
- Weakness:**
- The faculty has many other responsibilities and charges other than teaching.
  - There is no specialized faculty available and the department is having single faculty.
- Opportunity:**
- Students are interested to do Post Graduation in History and it's an opportunity for the department to take up this issue.
- Challenges:**
- To make the subject student's friendly and relevant.
  - To create interest in the subject among the students.
  - To maintain a cordial relationship between the teachers and the students.

**DEPARTMENT  
OF  
POLITICAL  
SCIENCE**



## Evaluative Report of the Departments

1. **Name of the department:** **DEPARTMENT OF POLITICAL SCIENCE**
2. **Year of Establishment:** 1984-85
3. **Names of Programmes/Courses offered:** UG (UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):**  
Under Graduate: Annual, Post Graduate: Semester
6. **Participation of the department in the courses offered by other departments:** Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	01	00
Associate Professors	00	00
Asst. Professors	02	02 (01 filled by Guest Faculty)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Dr. H.N. Dubey	M.A., Ph.D.	Assistant Professor	Political Thought	30 Years	Nil
Mukesh Kumar Singh	M.A. UGC NET	Guest Lecturer	International Relations	02 Years	Nil

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 86%
13. **Student -Teacher Ratio (programme wise):** B.A. - I+II+III: – 160:1  
P.G.: 5:1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:**  
M.A. Ph.D.
16. **Number of faculty with ongoing projects from funding agencies and grants received**
  - a) **National:** Nil
  - b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**
  - a) **National committees:** Nil
  - b) **International Committees:** Nil
  - c) **Editorial Boards:** Nil
22. **Student projects**
  - a) **Percentage of students who have done in-house projects including inter departmental/programme**  
100%, All the students of Under Graduate class undertake projects based on Environmental Science.
  - b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
Dr. Jasintha Minz, Dr. Sanjay Yadav



25. **Seminars/ Conferences/Workshops organized & the source of funding**

- a) **National:** Nil (The Proposal has been submitted to UGC)  
 b) **International:** Nil

26. **Student profile programme/course wise:**

Name of the Course/programme (refer question)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I Year	200	192	124	68	----
B.A. II Year	81	81	40	41	26%
B.A. III Year	46	46	16	30	75%
M.A. Previous & Final	09	09	07	02	87%

\*M = Male \*F = Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I Year	100%	Nil	Nil
B.A. II Year	100%	Nil	Nil
B.A. III Year	100%	Nil	Nil
M.A. Previous & Final	100%	Nil	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

Nil

29. **Student progression**

Student progression	Against % enrolled
UG to PG	32%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available



<b>Employed</b> - Campus selection - Other than campus recruitment	Nil Not Available
Entrepreneurship/Self-employment	Not Available

**30. Details of Infrastructural facilities**

- a) **Library:** Central Library Facility is available
- b) **Internet facilities for Staff & Students:** Yes
- c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
- d) **Laboratories:** Nil

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.

**32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**

Lectures for the benefit of the students are organized from time to time.

**33. Teaching methods adopted to improve student learning:**

Other than traditional method of teaching group discussion and ICT method is used.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

The students participate in the activities organized by NSS, Youth Red Cross and others.

**35. SWOC analysis of the department and Future plans:**

**Strength:**

- The faculty has full of enthusiasm and energy to deliver the subject.

**Weakness:**

- The post of professor is vacant for a long time
- The faculty is not tuned to the present syllabus based on choice based credit system.

**Opportunity:**

- The faculty can motivate the students to take up mass communication and developing writing skills of the students.

- The students could be motivated to do research oriented courses.

**Challenges:**

- To maintain the goodwill of the subject.
- To make the students understand the subject easily.
- Irregularity of students is a great challenge.
- The IQ level of the students is very low which a problem for the faculty becomes.
- The area is dominated by socio-economically challenged groups which becomes a great challenge to the department.
- To maintain a cordial relationship between the teachers and the students.

**DEPARTMENT OF  
SOCIOLOGY**



## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF SOCIOLOGY
2. **Year of Establishment:** 1984-85
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:**  
Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Pratibha Kashyap	M.A.	Assistant Professor	Criminology	20 Years	Nil

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** None
13. **Student -Teacher Ratio (programme wise):** B.A. - I+II+III: – 272:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:** M.A.
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
 a) **National:** Nil  
 b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**  
 a) **National committees:** Nil  
 b) **International Committees:** Nil  
 c) **Editorial Boards:** Nil
22. **Student projects**  
 a) **Percentage of students who have done in-house projects including inter departmental/programme**  
 100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
 b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
 Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
 Nil
25. **Seminars/ Conferences/Workshops organized & the source of funding**  
 a) **National:** Nil  
 b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I Year	164	164	113	51	34.14%
B.A. II Year	66	66	36	30	92.42%
B.A. III Year	42	42	14	28	92.85%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I Year	100%	Nil	Nil
B.A. II Year	100%	Nil	Nil
B.A. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? 03

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
- Campus selection	Nil
- Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available



**30. Details of Infrastructural facilities**

- a) **Library:** Central Library Facility is available
- b) **Internet facilities for Staff & Students:** Yes
- c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
- d) **Laboratories:** Nil

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.

**32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**

Lectures for the benefit of the students is organized from time to time.

**33. Teaching methods adopted to improve student learning:**

Other than traditional method of teaching group discussion and quiz is organized.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

The students participate in the activities organized by NSS, Youth Red Cross and others.

**35. SWOC analysis of the department and Future plans:**

**Strength:**

- The faculty has full of enthusiasm and energy to deliver the subject.
- Majority of the students opt Sociology as a subject in under graduation.

**Weakness:**

- The faculty has only Under Graduate Degree because of which many of the students to other colleges.

**Opportunity:**

- Students are interested to do Post Graduation in Sociology and it's an opportunity for the department to take up this issue.

**Challenges:**

- To maintain the goodwill of the subject.
- To make the students understand the subject easily.
- With lack of specialized faculty the existing faculty has to manage all the classes.
- To maintain a cordial relationship between the teachers and the students.

**DEPARTMENT OF  
BOTANY**

## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF BOTANY
2. **Year of Establishment:** 2010-11
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:** Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Janbhagidari)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Supriya Tiwari	M.Sc.	Guest Lecturer	---	02 Months	Nil

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 85%
13. **Student -Teacher Ratio (programme wise):** B.Sc. - I+II+III—290:1



14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:** M.Sc.
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
 a) **National:** Nil  
 b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**  
 a) **National committees:** Nil  
 b) **International Committees:** Nil  
 c) **Editorial Boards:** Nil
22. **Student projects**  
 a) **Percentage of students who have done in-house projects including inter departmental/programme**  
 100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
 b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
 Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
 Mr. Ajay Kumar Verma, Ramanujnagar
25. **Seminars/ Conferences/organized & the source of funding**  
 a) **National:** Nil  
 b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I Year	142	119	61	58	83.80%
B.Sc. II Year	36	36	20	16	100%
B.Sc. III Year	25	25	08	17	100%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I Year	100%	Nil	Nil
B.Sc. II Year	100%	Nil	Nil
B.Sc. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
• Campus selection	Nil
• Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available



**30. Details of Infrastructural facilities**

- a) **Library:** Central Library Facility is available
- b) **Internet facilities for Staff & Students:** Yes
- c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
- d) **Laboratories:** Yes

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.

**32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**

Lectures for the benefit of the students is organized from time to time.

**33. Teaching methods adopted to improve student learning:**

Other than traditional method of teaching audio-visual and power point presentation method is used.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

The students participate in the activities organized by NSS, Youth Red Cross and others.

**35. SWOC analysis of the department and Future plans:**

**Strength:**

- The faculty is committed and devoted

**Weakness:**

- Area of lab is very small and there are lack of equipments.
- There is no supporting staff in the lab.

**Opportunity:**

- Students are interested in Botany and post graduation classes could be started in near future.

**Challenges:**

- To increase the GER of the department in various course.
- To get the required apparatus.
- To maintain a cordial relationship between the teachers and the students.



**DEPARTMENT OF  
CHEMISTRY**

## Evaluative Report of the Departments

1. Name of the department: **DEPARTMENT OF CHEMISTRY**
2. Year of Establishment: **2010-11**
3. Names of Programmes/Courses offered: **UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)**
4. Names of Interdisciplinary courses and the departments/units involved: **Nil**
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **NONE**
8. Details of courses/programmes discontinued (if any) with reasons: **NIL**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Janbhagidari)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Tara Mani Yadav	M.Sc.	Guest Lecturer	Organic Chemistry	02 Months	Nil

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **85%**
13. Student -Teacher Ratio (programme wise): **B.Sc. - I+II+III—234:1**

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:** M.Sc.
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
 a) **National:** Nil  
 b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**  
 a) **National committees:** Nil  
 b) **International Committees:** Nil  
 c) **Editorial Boards:** Nil
22. **Student projects**  
 a) **Percentage of students who have done in-house projects including inter departmental/programme**  
 100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
 b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
 Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
 Mrs. Saroj Tirkey, Ambikapur
25. **Seminars/ Conferences/organized & the source of funding**  
 a) **National:** Nil  
 b) **International:** Nil



26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I Year	157	133	66	67	83.12%
B.Sc. II Year	33	33	16	17	73.33%
B.Sc. III Year	29	29	07	22	100%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I Year	100%	Nil	Nil
B.Sc. II Year	100%	Nil	Nil
B.Sc. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	About 10%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b> • Campus selection • Other than campus recruitment	Nil Not Available
Entrepreneurship/Self-employment	Not Available

30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
  - d) **Laboratories:** Yes
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students is organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching audio-visual and power point presentation method is used.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- The faculty is committed and devoted
- Weakness:**
- Area of lab is very small and there is lack of equipments.
  - There is no supporting staff in the lab.
- Opportunity:**
- Students are interested in Chemistry and post graduation classes could be started in near future.
- Challenges:**
- To increase the GER of the department in various course.
  - To meet the challenges related to the use of technology in teaching.
  - To maintain a cordial relationship between the teachers and the students.

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**DEPARTMENT  
OF  
COMPUTER  
SCIENCE**

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## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF COMPUTER SCIENCE
2. **Year of Establishment:** 2013-14
3. **Names of Programmes/Courses offered:** UG (UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:** The faculty of Computer Science takes classes in Commerce faculty.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Janbhagidari)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Suraj Sahu	M.Sc.	Guest Lecturer	Computer Science	01 Year	Nil

11. **List of senior visiting faculty:** Mr. Abhay Mishra, Ambikaspur
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 85%

13. **Student -Teacher Ratio (programme wise):**  
B.C.A. - I+II+III & B.Com. I+II+III- 40:1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:** M.Sc.
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
a) **National:** Nil  
b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**  
a) **National committees:** Nil  
b) **International Committees:** Nil  
c) **Editorial Boards:** Nil
22. **Student projects**  
a) **Percentage of students who have done in-house projects including inter departmental/programme**  
100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
Mr. Abhay Mishra, Ambikapur
25. **Seminars/ Conferences/Workshops organized & the source of funding**  
a) **National:** Nil  
b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.C.A. I Year	09	09	08	01	----
B.C.A. II Year	03	03	02	01	66%
B.Com (Comp) I	08	07	05	02	82%
B.Com (Comp) II	20	17	09	08	85%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.C.A. I Year	100%	Nil	Nil
B.C.A. II Year	100%	Nil	Nil
B.Com (Comp) I	100%	Nil	Nil
B.Com (Comp)II	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
- Campus selection	Nil
- Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available



30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
  - d) **Laboratories:** 01 with 15 Computers
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students is organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching audio-visual and power point presentation method is used.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- An updated computer lab and a dedicated faculty is available.
- Weakness:**
- No assistant is there in the computer lab.
- Opportunity:**
- Students are interested in computer courses and there are lots of opportunity to generate and encash the generated interest among the students.
- Challenges:**
- To increase the GER of the department in various course.
  - To make the department self-sufficient.
  - To maintain a cordial relationship between the teachers and the students.

**DEPARTMENT OF  
MATHEMATICS**

## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF MATHEMATICS
2. **Year of Establishment:** 2010-11
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:**  
The faculty member of Mathematics takes classes of B.C.A. Final Year
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:**  
Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Janbhagidari)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Kapil Rajwade	M.Sc.	Guest Lecturer	---	01 Year	Nil

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 80%



13. **Student -Teacher Ratio (programme wise):** B.Sc. - I+II+III—31:1
14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled:** Nil
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:** M.Sc.
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
 a) **National:** Nil  
 b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received:** Nil
18. **Research Centre /facility recognized by the University:** Nil
19. **Publications:** Nil
20. **Areas of consultancy and income generated:** Nil
21. **Faculty as members in**  
 a) **National committees:** Nil  
 b) **International Committees:** Nil  
 c) **Editorial Boards:** Nil
22. **Student projects**  
 a) **Percentage of students who have done in-house projects including inter departmental/programme**  
 100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
 b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
 Nil
23. **Awards / Recognitions received by faculty and students:** Nil
24. **List of eminent academicians and scientists / visitors to the department:**  
 Nil
25. **Seminars/ Conferences/organized & the source of funding**  
 a) **National:** Nil  
 b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I Year	18	18	13	05	22.22%
B.Sc. II Year	09	09	05	04	55.55%
B.Sc. III Year	04	04	00	04	100%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I Year	100%	Nil	Nil
B.Sc. II Year	100%	Nil	Nil
B.Sc. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	15%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
- Campus selection	Nil
- Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available

30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
  - d) **Laboratories:** Yes
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students are organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching audio-visual and power point presentation method is used.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- The faculty is committed and devoted
- Weakness:**
- There is no senior faculty in the department.
  - The department does not have good strength of students.
- Opportunity:**
- Students are interested in Zoology and post graduation classes could be started in near future.
- Challenges:**
- To increase the GER of the department.
  - To meet the challenges related to the use of technology in teaching.
  - To maintain a cordial relationship between the teachers and the students.



**DEPARTMENT OF  
PHYSICS**

## Evaluative Report of the Departments

1. **Name of the department:** **DEPARTMENT OF PHYSICS**
2. **Year of Establishment:** **2010-11**
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:**  
The faculty of the department teach Mathematics to BCA Final Year students.
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:**  
Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Janbhagidari)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Ms. Anjali Sharma	M.Sc.	Guest Lecturer	Electronics	01 Year	Nil

11. **List of senior visiting faculty:** Dr. Shrivastava, Ambikapur
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** **80%**

13. Student -Teacher Ratio (programme wise): B.Sc. - I+II+III—31:1
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: M.Sc.
16. Number of faculty with ongoing projects from funding agencies and grants received  
a) National: Nil  
b) International: Nil
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil
18. Research Centre /facility recognized by the University: Nil
19. Publications: Nil
20. Areas of consultancy and income generated: Nil
21. Faculty as members in  
a) National committees: Nil  
b) International Committees: Nil  
c) Editorial Boards: Nil
22. Student projects  
a) Percentage of students who have done in-house projects including inter departmental/programme  
100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies  
Nil
23. Awards / Recognitions received by faculty and students: Nil
24. List of eminent academicians and scientists / visitors to the department:  
Nil
25. Seminars/ Conferences/organized & the source of funding  
a) National: Nil  
b) International: Nil



26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I Year	18	18	13	05	----
B.Sc. II Year	09	09	05	04	77.77%
B.Sc. III Year	04	04	00	04	100%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I Year	100%	Nil	Nil
B.Sc. II Year	100%	Nil	Nil
B.Sc. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	About 15%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b> • Campus selection • Other than campus recruitment	Nil Not Available
Entrepreneurship/Self-employment	Not Available

30. **Details of Infrastructural facilities**
- a) **Library:** Central Library Facility is available
  - b) **Internet facilities for Staff & Students:** Yes
  - c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
  - d) **Laboratories:** Yes
31. **Number of students receiving financial assistance from college, university, government or other agencies:**  
All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.
32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**  
Lectures for the benefit of the students are organized from time to time.
33. **Teaching methods adopted to improve student learning:**  
Other than traditional method of teaching audio-visual and power point presentation method is used.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:**  
The students participate in the activities organized by NSS, Youth Red Cross and others.
35. **SWOC analysis of the department and Future plans:**
- Strength:**
- The faculty is committed and devoted
- Weakness:**
- Area of lab is very small and there is lack of equipments.
  - There is no supporting staff in the lab.
- Opportunity:**
- Students are interested in Physics and post graduation classes could be started in near future.
  - The students are inclined towards the subject which can fetch desired results.
- Challenges:**
- To increase the GER of the department in various course,
  - To meet the challenges related to the use of technology in teaching.
  - To maintain a cordial relationship between the teachers and the students.

**DEPARTMENT OF  
ZOOLOGY**



## Evaluative Report of the Departments

1. **Name of the department:** DEPARTMENT OF ZOOLOGY
2. **Year of Establishment:** 2010-11
3. **Names of Programmes/Courses offered:** UG  
(UG, PG, M.Phil., Ph.D., Integrated, Masters; Integrated Ph.D., etc.)
4. **Names of Interdisciplinary courses and the departments/units involved:** Nil
5. **Annual/ semester/choice based credit system (programme wise):** Annual
6. **Participation of the department in the courses offered by other departments:**  
Nil
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NONE
8. **Details of courses/programmes discontinued (if any) with reasons:** NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	00	00
Associate Professors	00	00
Asst. Professors	01	01 (Janbhagidari)

10. **Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)**

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided in last four years
Priya Sharma	M.Sc.	Guest Lecturer	Fish Culture	01 Year	Nil

11. **List of senior visiting faculty:** Nil
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 85%
13. **Student -Teacher Ratio (programme wise):** B.Sc. - I+II+III—290:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled: Nil**
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.: M.Sc.**
16. **Number of faculty with ongoing projects from funding agencies and grants received**  
 a) **National:** Nil  
 b) **International:** Nil
17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: Nil**
18. **Research Centre /facility recognized by the University: Nil**
19. **Publications: Nil**
20. **Areas of consultancy and income generated: Nil**
21. **Faculty as members in**  
 a) **National committees:** Nil  
 b) **International Committees:** Nil  
 c) **Editorial Boards:** Nil
22. **Student projects**  
 a) **Percentage of students who have done in-house projects including inter departmental/programme**  
 100%, All the students of Under Graduate class undertake projects based on Environmental Science.  
 b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**  
 Nil
23. **Awards / Recognitions received by faculty and students: Nil**
24. **List of eminent academicians and scientists / visitors to the department:**  
 Nil
25. **Seminars/ Conferences/organized & the source of funding**  
 a) **National:** Nil  
 b) **International:** Nil

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I Year	142	119	61	58	83.8%
B.Sc. II Year	36	29	14	15	80.5%
B.Sc. III Year	25	25	06	19	100%

\*M = Male \*F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I Year	100%	Nil	Nil
B.Sc. II Year	100%	Nil	Nil
B.Sc. III Year	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29. Student progression

Student progression	Against % enrolled
UG to PG	About 10%
PG to M.Phil.	Not Available
PG to Ph.D.	Not Available
Ph.D. to Post-Doctoral	Not Available
<b>Employed</b>	
• Campus selection	Nil
• Other than campus recruitment	Not Available
Entrepreneurship/Self-employment	Not Available



**30. Details of Infrastructural facilities**

- a) **Library:** Central Library Facility is available
- b) **Internet facilities for Staff & Students:** Yes
- c) **Class rooms with ICT facility:** Room No. 7 is a Smart Class Room
- d) **Laboratories:** Yes

**31. Number of students receiving financial assistance from college, university, government or other agencies:**

All the students belonging to SC/ST/OBC category get the scholarship sanctioned by the State Government.

**32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts:**

Lectures for the benefit of the students are organized from time to time.

**33. Teaching methods adopted to improve student learning:**

Other than traditional method of teaching audio-visual and power point presentation method is used.

**34. Participation in Institutional Social Responsibility (ISR) and Extension activities:**

The students participate in the activities organized by NSS, Youth Red Cross and others.

**35. SWOC analysis of the department and Future plans:**

**Strength:**

- The faculty is committed and devoted

**Weakness:**

- Area of lab is very small and there is lack of equipments.
- There is no supporting staff in the lab.

**Opportunity:**

- Students are interested in Zoology and post graduation classes could be started in near future.

**Challenges:**

- To increase the GER of the department in various course.
- To meet the challenges related to the use of technology in teaching.
- To maintain a cordial relationship between the teachers and the students.

# **ANNEXURE**

**OFFICE OF THE PRINCIPAL PT. REWATI RAMAN MISHRA  
GOVT. COLLEGE, SURAJPUR (CHHATTISGARH) 497229**

Website: [www.govtcollegesurajpur.in](http://www.govtcollegesurajpur.in)

Email: [pri.gdc.surajpur@gmail.com](mailto:pri.gdc.surajpur@gmail.com)

**DECLARATION BY THE HEAD OF THE INSTITUTION**

I certify that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer Team will validate the information provided in this SSR during the Peer Team visit.



Signature of the Head of the Institute

**Principal** with Seal

Govt. R.R.M. College (Dr. S.S. Agarwal)  
Surajpur (C.G.) **Principal**

**Pt. Rewati Raman Mishra Govt. College  
Surajpur (C.G.)**

Place: Surajpur

Date: 22nd September 2015



**OFFICE OF THE PRINCIPAL, PT. REWATI RAMAN  
MISHRA GOVT. COLLEGE, SURAJPUR  
(Track ID: CHCOGN22674)**

**CERTIFICATE OF COMPLIANCE  
(Affiliated College and Recognized Institution)**

This is to certify that **Pt. Rewati Raman Mishra Govt. College, Surajpur (Chhattisgarh)** fulfills all the norms stipulated by the affiliating University and the affiliation is valid as on date.


In case the affiliation/recognition is conditional, a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation.

In case the undertaking submitted by the institution is found to be false, the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 22<sup>nd</sup> Sept. 2015

Place: Surajpur

  
(Dr. S.S. Agarwal)  
Principal  
Pt. Rewati Raman Mishra Govt. College, Surajpur  
Principal  
Pt. Rewati Raman Mishra Govt. College, Surajpur (C.G.)



No. 2257/Acadmic/2014

Ambikapur, Dated 10/10/2014

**TO WHOM SOEVER IT MAY CONCERN**

This is certify that GOVT. REVTI RAMAN MISHRA COLLEGE. Surajpur District- Surjpur (C.G.) is affiliated to the SARGUJA UNIVERSITY, AMBIKAPUR (C.G.) since 2008 and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college;

- (i) Three years B.A. General Courses with the subjects Economics, History Political Science, Sociology.
- (ii) Three years B.Sc. General Courses with the subjects Physics. Chemistry, Mathematics, Zoology, and Botany.
- (iii) Three years B.Com. Vocational Courses in Computer Applicational.
- (iv) Three years B.C.A. Courses.
- (v) One year Post Graduate Diploma Course with the Subject Computer Application (PGDCA).
- (vi) One year Diploma Course with Computer Application (DCA).
- (vii) Two year P.G. (Post Graduate) Course with the Subject Political Science and Hindi.

Affiliation given to this college and it's courses is valid as on date of issue of this letter.

  
(R.K. Chauhan)

Registrar

Sarguja Vishwavidyalaya  
Ambikapur (C.G.)



# NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

(An Autonomous Institution of the University Grants Commission)

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

## IEQA EVALUATION RESULT

DETAILS	RESULT
Track ID	CHCOGN22674
Name Of The College	GOVERNMENT REWATI RAMAN MISHRA COLLEGE SURAJPUR
Address	Surajpur
E-Mail	pri.gdc.surajpur@gmail.com
IEQA Submission Date	12/03/2015
IEQA Closing Date	12/03/2015
IEQA Evaluation Status	<p>Congratulations ! You have earned IEQA status . Institution should submit SSR/SAR (5 hard copies and 1 soft copy) within 6 months from the date of obtaining IEQA Status. One month before submission of hardcopy, softcopy of SSR/SAR to be uploaded on institutional website with intimation to NAAC. Please refer NAAC website (<a href="http://www.naac.gov.in">www.naac.gov.in</a>) for guidelines regarding submission of SSR/SAR, fee and other documents at the time of submission of SSR/SAR. Please contact your regional co-ordinator in case of any issues/clarifications.</p> <p>Kindly note: SSR/SAR should be submitted by post/courier only. SSR/SAR will not be accepted by hand in NAAC office.</p>



IEQA SUBMISSION DATE-12/03/2015

INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA)  
QUESTIONNAIRE

COLLEGE DETAILS			
Name of the college	GOVERNMENT REWATI RAMAN MISHRA COLLEGE SURAJPUR	Year of establishment	1984
Location of the college	RURAL		
ADDRESS			
Address	Surajpur	City	Other
State	Chhattisgarh	Pin Code	497229
Website	www.govtcollegesurajpur.in	E-Mail	pri.gdc.surajpur@gmail.com
Phone STD Code	07775	Phone No	266657
Fax STD Code	07775	Fax	266657
HEAD OF THE INSTITUTION			
Name	Dr. S. S. AGRAWAL	Designation	Principal
Status of appointment	PERMANENT		
CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone std code	07775	Phone number	266657
Fax std code	07775	Fax	266657
Mobile	+919425585792	E-Mail	pri.gdc.surajpur@gmail.com
DOES THE COLLEGE FUNCTION FROM			
a. MAIN CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	26.417	2145.0	
RENTED BUILDINGS	0.0	0.0	
b. SATELLITE CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	0.0	0.0	
RENTED BUILDINGS	0.0	0.0	
NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT			
University1	Sarguja University, Ambikapur	Other	
Nature of relationship with the university	AFFILIATED	If affiliated, status of affiliation	PERMANENT
University2		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
University3		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
STATUTORY PROFESSIONAL REGULATORY COUNCIL(S)			
Does the college offer any programme recognized by any Statutory Professional Regulatory Council(s)?			no
Programmes offered		Name of the Regulatory Council(s)	
COLLEGE FUNCTIONING			
Type of college	CO-EDUCATION	Time of functioning	DAY COLLEGE
Nature of funding	GOVERNMENT	Management	GOVERNMENT
MANAGEMENT/TRUST DETAILS			
Name of the Management	GOVT. OF CHHATTISGARH	Recognition under Uge Act.1956	2f & 12b
MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER			



Society's registration Act of 1960	no	Relevant Act of the respective state Govt.	yes
------------------------------------	----	--	-----

By other (please specify)

### NUMBER OF DEGREES OFFERED BY THE COLLEGE

UG	4	PG	2
Research	0	Others	2
Total	8		

### DETAILS OF DEGREES OFFERED (B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phil., Ph.D., etc.,)

Arts	B.A., M. A.	Commerce	B. COM
Science	B.SC.	Education	
Health Science		Engineering & Technology	
Management		Others	BCA, PGDCA, DCA

Does the college opt for Assesment & Accreditation of Teacher Education department separately? no

Does the college opt for Assesment & Accreditation of Physical Education department separately? no

Number of departments 13

### TOTAL NUMBER OF STUDENTS (EXCLUDING THOSE IN SELF-FINANCING PROGRAMMES)

	UG		PG		M.Phil/Ph.D		Value Added Courses (Certificate/Diploma)	
	Male	Female	Male	Female	Male	Female	Male	Female
General	34	22	0	1	0	0	0	0
BEST	86	75	2	1	0	0	0	0
BBC	147	81	6	3	0	0	0	0
Total	267	178	8	5	0	0	0	0
Grand Total	458							

### TOTAL NUMBER OF STUDENTS IN SELF-FINANCING PROGRAMMES

	UG		PG		M.Phil/Ph.D		Value Added Courses (Certificate/Diploma)	
	Male	Female	Male	Female	Male	Female	Male	Female
General	19	8	0	0	0	0	1	0
BEST	48	36	0	0	0	0	2	2
BBC	82	70	0	0	0	0	3	2
Total	149	114	0	0	0	0	6	4
Grand Total	273							

Total number of students in the college 731

### NUMBER OF TEACHING, TECHNICAL AND ADMINISTRATIVE STAFF

	Permanent		Temporary		Total	
	Male	Female	Male	Female	Male	Female
Teachers with PG	0	1	3	8	3	9
Teachers with M.Phil.	1	0	0	1	1	1
Teachers with Ph.D	2	0	0	0	2	0
Teachers with NET/SLET	0	0	0	1	0	1
Technical staff	0	0	0	0	0	0
Administrative staff	1	1	1	1	2	2
Support staff	5	0	3	0	8	0
Total no. of teachers	3	1	3	9	6	10

### SUPPORT SERVICES

Number of titles of books	18172
Number of journals	2
Number of e-resources	0
Does the college have a registered Alumni Association?	no
Does the college have a functional Placement Cell?	yes

### UNIT COST OF EDUCATION

Unit Cost=Total annual expenditure divided by no. of students enrolled	13649.79
Unit cost calculated excluding salary component	1482.9



## MENTION FIVE ACADEMIC MILESTONES OF THE COLLEGE

First	THE DEPARTMENT OF COMMERCE HAS ORGANISED NATIONAL CONFERENCE ON 19-20 JANUARY 2015
Second	THE COLLEGE HAS ORGANISED MANY WORKSHOPS AND SEMINARS FOR THE OVERALL DEVELOPMENT OF THE STUDENTS
Third	THE STUDENTS OF THE COLLEGE HAVE REPRESENTED THE COLLEGE IN THE NATIONAL LEVEL KHO-KHO AND MARATHON.
Fourth	MANY AWARENESS PROGRAMMES WERE ORGANISED BY THE COLLEGE STUDENTS IN THE CITY AND NEARBY AREAS ON CLEANLINESS, VOTING RIGHTS, GO GREEN , TOBACCO/LIQUOR AWARENESS
Fifth	11 BOOKS AND 85 RESEARCH PAPERS WERE PUBLISHED BY THE DEPT. OF ENGLISH

## Section 2: Institutional Data Questionnaire

The college has in place a structured internal quality assurance system for ensuring continuous quality monitoring or improvement	YES
Library has reading room facilities for students and faculty separately	YES
The college uses the students feedback for analysis and improvement purposes	YES
Basic computer literacy is ensured for all students in a structured way such as add on courses	YES
The college provides financial aid to at least 10% of the general category students	NO
The college has a mechanism for counselling students	YES
An annual in-house academic calendar is prepared and implemented by the college	YES
The college has a mechanism for addressing grievances of students and staff	YES
The college promotes scholarly activities of the faculty beyond the syllabus	YES
Internet facility is available in the college for faculty and students	YES
The college campus is differently-abled friendly	YES
The college has a formal mechanism to promote research activities of its students and faculty.	YES
The college has adequate sports facility	YES
The college has developed a short term and a long term plan for its development and growth	YES
Percentage of classrooms equipped with LCD projector	<25%
Percentage of teachers using audio-visual aids including computer-aided teaching	20-40%
The average number of extension activities organised by the college during the last four years	3-6
Average percentage utilization of annual allocated funds for the last four years	>75%
Maintenance expenditure on infrastructure as percentage of the total annual budget	2-4%
Average pass percentage of graduating students	50-70%
Computer students ratio	1:30-1:60
Percentage of faculty benefitted from UGC and other staff development programmes (average of last four years)	<5%
Percentage of permanent teachers with Ph.D. qualification	>40%
Percentage of classes taught by guest faculty or temporary teachers	20-50%
Students teacher ratio	30:1-50:1
Percentage of faculty positions filled against sanctioned posts	<60%
Number of add-on courses conducted by the college	<3
Awards received by the students in sports and cultural activities in the last four years	National or International Level
Percentage of teachers having on-going or completed research projects in the last four years	<10%
Number of academic seminars or conferences or workshops that the college has organized (average of last four years)	<2
Number of Journals subscribed in the library National or International	<10
Percentage of students admitted against the reservation category as per Government of India norms	>75%

## Certificate

This is to certify that the information given in the IEQA application is true to the best of my knowledge and ability and if the same is found to be false or misleading, I authorize NAAC to initiate any action which it deems fit including withholding the outcome of the Peer Team Visit.



UNIVERSITY GRANTS COMMISSION  
 BANARAS ROAD, RAIPUR, MADH  
 PIN CODE - 491002.

No. F. 8-13/94 ( CFP-I )

October, 1994

At (PCC)  
 29/10/94

The Registrar  
 Guru Ghasi Das University  
 Bilaspur ( M.P. ) - 495009.

Sub: List of Colleges prepared under Section 2 (f) of the  
 UGC Act, 1956-Inclusion of New Colleges.

Sir, I am directed to refer to your letter No. 2041/Dev/04  
 dated 8th September, 1994 on the above subject and to say  
 that the name of the following college has been included in  
 the above list under Govt. Colleges teaching up to Bachelor's  
 Degree :-

<u>Name of the College.</u>	<u>Year of Estt.</u>	<u>Remarks.</u>
Govt. College, Surgapur Distt. Surguja ( M.P. ) ( Dr. Raj Nath Pandey )	1984	The College is eligible to receive central assistance in terms of the rules framed under section 12-A of the UGC Act, 1956.

*Handwritten notes:*  
 29/11  
 [Signature]

Yours faithfully,  
 ( R. L. SINGH )  
 UNDER SECRETARY

Copy forwarded to :-

1. The Principal, Govt. College, Surgapur Distt. Surguja ( M.P. )
2. The Secretary, Govt. of India, Ministry of Human Resource Development ( Deptt. of Education ) 1-14 Section New Delhi.
3. All Officers/Sections in the UGC Office.
4. S.O., FD-III/CD-III UGC Office.
5. In-charge Computer Cell, UGC.
6. Guard file.

[Signature]  
 SECTION OFFICER

OFFICE OF THE PRINCIPAL, GOVT. DEGREE COLLEGE,  
SURAJPUR (C.G.) 497 229

No...../NAAC/2014

Surajpur, Dated 11/10/2014

1

**CERTIFICATE**

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Govt. Degree College, Surajpur, Dist. Surajpur (Sarguja), Chhattisgarh has received Rs. 1155000.00 (Rs. Eleven Lakhs Fifty Five Thousand only) towards **General Development Grant in the XII Plan Period**. The bifurcation of the grant and the sanction letter from UGC has not been received by the college till date.

The other grants received by the college under the XII plan period are as under.

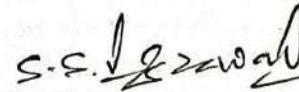
Rs. 3000000.00 (Rs. Thirty Lakhs) toward construction of Girls' Hostel

Rs. 300000 (Rs. Three Lakh only) toward establishment of IQAC,

Rs. 120000.00 (Rs. One Lakh Twenty Thousand only) towards organizing Conference in  
Commerce.



(Dr. H.N. Dubey)  
In-charge UGC



(Dr. S.S. Agarwal)

Principal

प्राचार्य  
शासकीय रे.र.मि. महाविद्यालय  
सुरजपुर (छ.ग.)





**UNIVERSITY GRANTS COMMISSION – CENTRAL REGIONAL OFFICE**

Tawa Complex (Bittan Market) E-5, Arera Colony, Bhopal – 462016  
Ph. : 0755 – 2467418, 2467892 Fax : 0755 – 2467893, Website : www.ugc.ac.in

F.No :Rem/201019/XII/12-13/CRO

Date :

The Accounts Officer,  
University Grants Commission, CRO,  
Bhopal, M.P.

**31 MAR 2013**

Code : 201019

Sub. : Release of 20% of XI Plan Allocation for XII Plan 1st year (On A/c Grant) under schemes merged under development grant Remedial Coaching at UG/PG Level for SC/ST/OBC and Minorities Students.

Sir/Madam,

With reference to the above subject, the sanction of the Commission for release of **Rs.100000/-** to the Principal, Govt. Degree College, Surajpur, Surquja (C.G.) towards grant for the non-recurring and recurring for the 1<sup>st</sup> year has given below, is hereby conveyed.

	HEADS	(Amount in Rs.)	
		XI Plan Allocation	20% of XI Plan for XII Plan 1st year
<b>Non-Recurring</b>			
1	Audio-Visual Aids/Computer-I	100000.00	20000.00
2	Photocopier		
3	Books & Journals		
<b>Recurring</b>			
1	Honorarium to Coordinator	300000.00	60000.00
2	Remuneration to Teachers/Scholars		
3	Part-time LDC with Computer Knowledge		
4	Contingency		
	<b>TOTAL</b>	<b>500000.00</b>	<b>100000.00</b>

**The release of grant is however as per terms & conditions given below :**

- The sanctioned amount is debitible to the major head 1.B-(i)c and shall be valid for the financial year 2012-13.
- The grant shall be drawn by the Accounts Officer (DDO), of the University Grants Commission, Central Regional Office, Bhopal and shall be disbursed and credited to the Principal, Govt. Degree College, Surajpur, Surquja (C.G.) through NEFT/RTGS.
- The aforesaid grant may be utilized during the financial year 2012-13.
- The utilization of the above grant shall be guided by XI Plan guidelines till the issue of XII plan guidelines.**
- The grant is subject to adjustment on the basis of the audited Utilization Certificate to be submitted by the college, in the prescribed performa alongwith details of expenditure incurred (item-wise) & progress report as per guidelines.
- Grant for the 2<sup>nd</sup> and subsequent year will be released on receipt un-audited statement of expenditure by 31<sup>st</sup> July and audited utilization certificate and report of the work under taken in the prescribed proforma for the grant already paid by 31<sup>st</sup> December.
- Remuneration at the rate of Rs. 250/- per hr. per subject to the motivated in-service and retired teachers who volunteer themselves and Rs. 150/- per hr. to the Brilliant P.G. Students / Research Scholar could be paid for theory classes and Rs. 75/- per hr. respectively for practicals as per University rules in this regard. The teacher appointed as coordinator is entitled to **Rs) 10000/- p.a.** as honorarium but is not entitled to take Remedial Coaching Classes.

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उच्च शिक्षण विभाग

## UNIVERSITY GRANTS COMMISSION - CENTRAL REGIONAL OFFICE,

Tawa Complex (Bittan Market), E-5, ARERA COLONY, BHOPAL-462 016  
Ph. : 0755 - 2467418, 2467892, Fax. : 0755 - 2467893, web site : www.ugc.ac.in

F.No :GD/201019/XII/12-13/CRO

Date :

**The Accounts Officer,**  
University Grants Commission, CRO,  
Bhopal, M.P.

**15 JAN 2013**

Sub. : Release of 25% Grant for the 1<sup>st</sup> year of the XII Plan period (2012-13) under General Development Assistance.

Sir/Madam,

In terms of item no. A of the minutes of the Meeting of the Bureau Heads, vide letter No. F.14-1/2012(Comm.Minutes/RO) dt. 26/10/2012 held on 19<sup>th</sup> July, 2012, the sanction of the Commission for release of grant an amount of **Rs.205000/-** equivalent to 25% of XI Plan allocation under Books and Journals & Equipments under U.G. Development, is hereby conveyed.

The above sanction is however subject to the following terms & conditions :

1. The sanctioned amount is debitable to the major head 1.B-(i)b and shall be valid for the financial year 2012-13.
2. The grant shall be drawn by the Accounts Officer (DDO), of the University Grants Commission, Central Regional Office, Bhopal and shall be disbursed and credited to the **Principal, Govt. Degree College, Surajpur, Surguja (C.G.)** through RTGS/NEFT.
3. The aforesaid grant is being released for U.G. Development only.
4. The grant may be utilized for the purchase of following heads, as per the requirement of the college :
  - (a) Books and Journals
  - (b) Equipment - (Equipment which may include, among others, laboratory equipment including refrigerator, water purifier, fax, audio-visual equipment including digital camera, LCD/TV and other teaching aids, computer and accessories, software (including that for automation of Office and Library), generator/inverter and reprographic facilities, public address system, sports equipment, networking and internet connection. It will not include typewriters, office furniture or fixtures)
  - (c) Maintenance of Equipment
  - (d) Improvement of facilities in existing premises
  - (e) Enhancement of initiative for competence building in colleges
  - (f) Examination reforms
  - (g) Educational Innovation
  - (h) Field Work / Study tour
  - (i) Extension Activities

However, while incurring expenditure under any of the aforesaid heads, the college must ensure that -

- (i) the item/s has/have been included in the proposal for XII plan General Development Grant submitted by the college.
- (ii) the expenditures are being incurred strictly as per the provisions of the XII Plan guidelines.
- (iii) no expenditure shall be incurred for any type of construction work.
- (iv) the ceiling under each head must be observed as per guidelines.

In case of any future irregularities in utilizing the grant, the college shall be liable to refund the amount.

5. The Government Colleges may send audited Statement of Expenditure and Utilization Certificate from the Chartered Accountant so that the next installment of grant may be sanctioned. The statutory audit by Accountant General or by the State Government may be done in due course.