YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution　　　　　　　**Lt. Shri Jaidev Satpathi Govt.college Basna, Dist. Mahasamund (c.g.)**

- Name of the Head of the institution　**Dr. Surendra Kumar Sao**

- Designation　**Principal (In Charge)**

- Does the institution function from its own campus?　**Yes**

- Phone no./Alternate phone no.　**07724-246722**

- Mobile No:　**9165970152**

- Registered e-mail　**govt.college.basana@gmail.com**

- Alternate e-mail　**govtcollegebasna@gmail.com**

- Address　**Ward No 6 nagar Panchayat Basna**

- City/Town　**Mahasamund**

- State/UT　**Chhattisgarh**

- Pin Code　**493554**

2.Institutional status

- Affiliated / Constitution Colleges　**Affiliated College**

- Type of Institution　**Co-education**

- Location　**Semi-Urban**

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Pt. Ravishankar Shukla University Raipur**

- Name of the IQAC Coordinator   **Santosh Kumar Ghritlahare**

- Phone No.   **07724-246722**

- Alternate phone No.   **9165970152**

- Mobile   **9399428518**

- IQAC e-mail address   **santoshghritlahre05@gmail.com**

- Alternate e-mail address   **govtcollegebasna@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)
http://govtcollegebasna.in/Content/25911%20(2)_4_73.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link:
http://govtcollegebasna.in/College.aspx?PageName=Higher%20Education%20Department%20Chhattisgarh

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.04**	**2022**	**30/03/2022**	**30/03/2027**

6.Date of Establishment of IQAC   **15/09/2018**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

1. Promotion of ICT based teaching -learning process.

2.Proposal sent to HED for the establishment of computer lab.

3. Uddan Scheme launched to help the economically weaker students.

4. Renovatin of seminar hall for cultural and literary activities of students.

5.Automation of Library and Office.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Prepared Academic Calendar and time-table	1. Properly followed Academic Calendar
2. Faculty members are instructed to prepare teaching plan for smooth teaching-learning process	2. Faculty members prepared teaching plan and taught accordingly
3. Use of more ICT in teaching-learning process	3. Our faculty members taught through LCD Projector
4. Feedback from different stakeholders	4. Feedback collected, analyzed and action taken
5. Extension of building	5. Process is going on.

13.Whether the AQAR was placed before statutory body?　　**No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Lt. Shri Jaidev Satpathi Govt.college Basna, Dist. Mahasamund (c.g.)
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• Designation	Principal (In Charge)
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• Address	Ward No 6 nagar Panchayat Basna
• City/Town	Mahasamund
• State/UT	Chhattisgarh
• Pin Code	493554

2.Institutional status	
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• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Pt. Ravishankar Shukla University Raipur

• Name of the IQAC Coordinator	**Santosh Kumar Ghritlahare**
• Phone No.	**07724-246722**
• Alternate phone No.	**9165970152**
• Mobile	**9399428518**
• IQAC e-mail address	**santoshghritlahre05@gmail.com**
• Alternate e-mail address	**govtcollegebasna@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://govtcollegebasna.in/Content/25911%20(2)_4_73.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://govtcollegebasna.in/College.aspx?PageName=Higher%20Education%20Department%20Chhattisgarh

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.04**	**2022**	**30/03/2022**	**30/03/2027**

6.Date of Establishment of IQAC	**15/09/2018**

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Institutional/Dep artment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	**3**	
• Were the minutes of IQAC meeting(s)	**Yes**	

and compliance to the decisions have been uploaded on the institutional website?		
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13.Whether the AQAR was placed before statutory body?	**No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	24/02/2024

15.Multidisciplinary / interdisciplinary

Late.Shri jaidev Satpathi Govt. College Basna is an affiliated college to Pt. Ravishankar Shukla University which is a state university, it has to follow a road map or guidelines prepared and provided by the State Government. Nothing has been happened in this regard till date. As University prepares or provides a curriculum to implement the multidisciplinary/interdisciplinary structure of New Education Policy the institution will abide by it. Although our institution has available an opportunity within the campus to implement multidisciplinary/interdisciplinary courses. In additional to Arts , Science and Commerce faculty, Pt. Sundarlal Sharma University offers computer and post graduate program on the same campus. In spite of this, it is difficult to specify multidisciplinary/ interdisciplinary preparedness at this juncture by the institution.

16.Academic bank of credits (ABC):

Provisions of Academic Bank of Credit proposed in the draft of NEP to facilitate multiple entities and exit points in their academic programs. This is an innovative idea to earn and deposit credit through National schemes like SWAYAM, NPTEL, V-LAB. It shall be also considered for credit transfer and accumulation in this provision. By these students will able to earn credits and get the programs completed . Our institution will abide by the curriculum and structure prepared by the affiliating university in this regard.

17.Skill development:

As mentioned earlier our institution is affiliated college and doesn't enjoy preparing and implementing its own curriculum. It has to follow the designed curriculum provided by the Pt.RSU Raipur. So far skill development Annual Quality Assurance Report of LATE SHRI JAIDEV SATPATHI GOVT COLLEGE BASNA program is concerned , Our institution can offer skill development course in Tally, CCC, CCC+, Banking and Commerce , Communication Skill , etc, subject to the affiliation of the PT.RSU. In addition to this , the institution will implement guidelines or structures provided by the affiliating university.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The preservation and promotion of Indian's cultural wealth must be considered a high priority for the country , as it is truly important for the nation's identity as well as for its Economy. In this regard appropriate integration of the Indian Knowledge system particularly in teaching in Indian language is important. Language, of course, is inextricably linked to Arts and culture. Language influences the way people of a given culture speak with others, including with family members, authority and strangers, and also influence the tone of the conversation. In order to preserve and promote culture, one must reserve and promote a culture's language. The LSJSGC has been offering all programmes in National language Hindi. In addition to this, the college offers UG program in Hindi Literature and also offers Hindi language as a foundation course. The college has the opportunity to utilize this human resource in the Indian Knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The objectives set out in the NEP on OBE are competency, standard, benchmarks, and attainment of targets. In addition to this, the OBE incorporates three elements: Theory of education, a systematic structure of education, and a specific approach to instructional practices. The institution is prepared to fulfil the objectives and achieve the target as per the structural curriculum provided by the affiliating university.

20.Distance education/online education:

Online classes are conducted very effective by all faculties in all programs. Both teachers and learners have experienced the online teaching and evaluation process through different software. So, this institution is well prepared in this regard. At present LSJSGC has a distance learning study centre of PSSOU, which offers different Certificate, Degree, Diploma programs.

Many students benefited by this facility, particularly students who are unable to enrol as a regular student can pursue higher education.

Extended Profile

1.Programme

1.1	35
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1347
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	812
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	396
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	7
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**26**

File Description	Documents
Data Template	[View File](#)

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**11**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**4997749**
4.3 Total number of computers on campus for academic purposes	**7**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute is affiliated to Pandit Ravishankar Shukla University Raipur (C.G) from 1989, which is added by UGC. The college strictly follows the curriculum designed by University. The college has well qualified and trained teaching faculty for the effective implementation of the curriculum. The time table committee prepares a time table for the institution and display on notice board. The faculty members ensure the effective delivery of curriculum by planning before the class starts.

The College prepares an academic calendar before the commencement of the academic activities every year (concerning the all academic activities). The prepared academic calendar is displayed on notice board. It includes all the pre-planning of various activities like unit test, terminal examination, pre annual examination, practical

and university examinations schedules, etc. The academic workloads as per subject expertise are distributed among the various committees. Teaching plan of each subject is prepared by respective teacher. Subject notes are provided to the students. Timetables along with teaching plan are mentioned in the daily dairy of concern subject faculty. Attendance register are provided to every faculty member before commencement of the academic year. The record maintained by respective faculty for student's assessments.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

According to the academic calendar of Higher education department the college prepares its own academic calendar and includes the internal examination in it. The academic calendar is prepared well in the beginning of academic session. The academic calendar is displayed on notice board for reference of the students and staff. It is also uploaded on college website for the all-time information of the students. It carries approximate schedules regarding admission process, teaching-learning schedule, curricular and co-curricular activities, extra-curricular activities, institutional events to be organized and dates of holidays.

The college follows its academic calendar for conducting internal examinations. In continuous internal evaluation of the students is made by conducting 4 unit test, Quarterly exam, Half Yearly Exam. Some of the activities are intentionally organized for students to assess and upgrade their subject knowledge. The faculty member prepare their own teaching plans. The important aspects of the academic calendar are planning of regular class, planning of extra-curricular activities of N.S.S and activities of sports including prize distribution function.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

494

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

494

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Curriculum Enrichment- Institution is striving hard to imparts all kinds of knowledge besides following university curriculum. Webinars, on carrier guidance intellectual properties communication skills (programmes) are organized to enhance the experiences of the students and make them familiar with the current issues. Institute give special emphasis on the overall development of students by providing them with different exposures like specific knowledge of subject opted, cultural programme, extra-curricular activities. Institute also organized special awareness programmes such as. Human rights day, Voter awareness, Tree plantation, Global warming and Environment change, Women empowerment, Covid 19 awareness programme. NSS volunteers of our college participate in various social welfare activities such as

for SVEEP Plan, Voter awareness rally, Swasthya shivir, Sanitation Swachh Bharat Abhiyan etc. The suggestions of parents and JBS members are considered and discussed in the meeting invited by principal. The feedback suggestions are implemented in enrichment of curriculum. The IQAC cell under the guidance of principal regularly observes and evaluates the quality of curriculum implementation.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

03

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

463

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1400

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1261

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

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

The institution marks the slow learners and advanced learners on the basis of their previous year's result, unit test and personal counseling by the teachers. The classroom environment is designed so as to ensure that advanced learners and slow learners are not discriminated against, rather, programs are designed within the classroom learning environment that assuages the slow learner's abilities while at the same time incorporate teaching-learning methods that enhance the learning abilities of advanced learners.

The institution has a student help desk centre. This help desk provides assistance to students who might not be able to cope up with the classroom teaching at a normal pace. The problem of slow learners are given special attention. The students are provided extra assistance by the concerned teachers and library to overcome their shortcomings.

. Additional resources are suggested to advance learner to master the subject and take up further challenges like competitive examinations. Advanced learner s are assigned Leadership roles like Class Representatives and Team Leader in extra- curricular activities to develop their personality traits. The institution also has the practice of giving the Best Student Award to the

outgoing students who have excelled in both curricular and extracurricular activities.

File Description	Documents
Link for additional Information	http://govtcollegebasna.in/College.aspx?PageName=You%20Tube%20Lecture
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
1347	**7**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college has been making sustained and continuous effort to improve the teaching-learning methodology by using different methods like Project work/ seminars etc. And support system like LCD, Charts, Audio- Video lectures etc. Individual faculty members adopt a variety of techniques including Chalk and talk , role play to expand the process of learning beyond classroom lectures and appreciate how the theory they learn in the class is used in practice. These techniques further augment the learning ability of the students. Our college follows the four stage of problem solving methodologies in that we define the problem in the first stage and ask the students to give the solution in the second stage. In third stage we ask to write a report the difficulties faced by students while giving solution and in the last stage the actual implementation of defined problems.

Faculty encourages students to lead their learning towards solving of their problem and satisfaction.video lectures of the teachers. All such units help them to pacify the curiosity of their problem raised while learning in the class.

It also helps to provide them an opportunity for self-assessment

and self-evaluation by improving the skills of listening, speaking, reading and writing.

File Description	Documents
Upload any additional information	View File
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Our institute has made one smart classroom equipped with the LCD Projector and screens. The college issued PC to the department with the printer. The College has installed Wi-Fi unit for the Students inside the campus. All staff is well familiar with all latest ICT tools. To strength their knowledge, college teachers have participated FDPs on 'ICT based teaching and learning practices' 'Google class' 'Google meet', How to create personal Blogs' com studio for self videos and how to put it on the YouTube channel' and upload in cgschool.in, all the faculty members are conducting online class through Google meet.

Video lecture of each teacher is uploaded on cgschool.in. All department use PPT and multimedia to simplify the syllabus in a more meaningful way. Three teachers have completed course on 'FDP' on ICT based teaching-learning practise and Two teachers have participated online refresher course in their concerned subject.

The college inspires teachers to attend training programmes, webinar, e-conferences related to the ICT use and innovation in teaching-learning.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	*View File*
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

7

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	*View File*
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	*View File*

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

7

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college follows the academic calendar designed by department of higher education Chhattisgarh. According to that we have to conduct: four unit tests, two Terminal examinations and Pre final examination per academic year. For the transparency and robust in terms of frequency and mode. The dates of examinations are communicated to the students through the college calender. The time- table of the examinations is displayed on the notice board well in advance so that students get sufficient time to get prepared for the examination. The instructions are given to the teacher to prepare the question papers according to the pattern given by the university and the same is communicated to the students also. In the pre- final examination, the seating arrangement and room invigilation takes are exactly as it is in the end year examinations of University. After the examination, the teachers evaluate the answer sheet by preparing the scheme of evaluation. After valuation the answer sheets are distributed to the students with the purpose of not only making them aware of the mistakes committed but also to ensure that the transparency in the evaluation process is maintained.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	**Nil**

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

In the beginning of the academic year an examination committee is

formed to ensure effective implementation of the evaluation process. This committee plans and coordinates all activities related to the examinations conducted in the college. The committee is also responsible for the redressed of grievance related to the examination. Examination related grievances are very minimal. With regard to internal assessment, during the personal seeing or answer scripts, the students may have some queries or clarifications regarding the marks allotted. Such queries are addressed almost immediately. There may be some problems regarding totalling which are also set right immediately. Apart from such small discrepancies, there have been no grievances regarding internal assessment examinations form the students. In case a student is not satisfied with the decision of a teacher with regard to her grievance, there is the option to approach the examination committee or the Principal. But such instances are non-existent. With regard to the University Examination, the students may have grievances regarding marks or total. In such instances, the university provides the options of revaluation, totalling and personal seeing of answer scripts. The role of the college is limited to sending applications for the above-mentioned options for grievance redressed.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution is affiliated to Pt RSU University Raipur. The course of the programmes offered in the college is inlieu with those offered by the University. The college offers Under Graduate course in Arts, Commerce and Science. The college has adopted the elective system formulate in arts department by Pt. RSU University Raipur under the guidelines issued by The University Grants Commission.

The Course outcome of the UG-BA programme can be broadly stated as:

1. Development of Critical and Creative Thinking: The ability to analyse and critically reflect on complex problems

incorporation multiple perspective and innovation thinking.

2. Literacy and Communication: Demonstrate the ability to extract and convey information accurately in a variety of formats.

3. Depth and Breadth of Understanding : Demonstrate detailed knowledge in one or more disciplines and integrate knowledge and perspectives across disciplinary boundaries.

4. Professional Development and Ethical Behavior : Demonstrate personal integrity and professional behaviour in scholarly endeavours and in collaborating with others within and beyond the academic community.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college is conducting three programmes: Arts, Commerce and Science though these are traditional in nature but college has been continuously working on the attainments of these outcomes. Very systematically, from the first year of their college, the purpose of their academic journey is elaborated through principal address, induction programme, expert lectures and classroom interactions. In order to focus on the outcomes, they are categorized in the slow, average and advanced learner on the basis of their entry level marks. Online and on paper feedback of alumni students helps to evaluate whether students have properly perceived the content of the curriculum. Unit test and university assessment are substantially helping to evaluate the learning outcomes.

Program specific outcomes are measured through both academic and non-academic performance of the students. The performance of the students in the internal and external examinations, in the practical and assignments, participation in class activities, role in departmental activities are some of the means by which program specific outcomes are measured. Students are also encouraged to take part in competitions, seminars and conferences, research competitions, etc. Their performance within and outside the college in the various academic events provides another index of

their learning-levels.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

237

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://govtcollegebasna.in/College.aspx?PageName=AQAR%20Reports

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute is actively working in the nearby villages and rural areas. Most of the activities focused on welfare of rural people. The institute regularly conducts the social awareness activities such as :

1. Tree plantation – Every year our students, college staff non-teaching staff and NSS volunteer plants the tree at college campus and nearly college to keep the environment clean.

2. Voter Awareness program – under the SWEEP programme, various awareness campaigns are organized by NSS volunteer such as rally, door to door program ,Nukad Natak and voter literacy activities .

3. Swachchha Bharat Abhiyan – Our students conduct an ambitions programmes of Govt. of India " Swachchha Bharat Abhiyan" various programmes are being organized under Swachchhta programme: to clean college premise, school campus, street and drain cleaning of the nearby village and sometimes local town cleaning .

4. Aids awareness programme – Our Red Ribbon club organizes aids awareness program through online quiz ,essay writing, poster rangoli and seminar.

5. Health camp – Our NSS volunteer organizes health camp in rural area during the 7 th day special camp. Most of the villages are benefitted by this health camp.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

03

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

other universities, industries, corporate houses etc. during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<u>View File</u>

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College has sufficient physical infrastructure facilities for smoothly teaching learning process. It has its own building since 2008-2009 with ground floor and first floor. All the classroom are large, ventilated and fully furnished with basic facilities such as writing board, fans, tubes light. Our institution also availing infrastructural facilies as under –

1. Classroom - seating capacity of 40-60 students.

2. Laboratories- Equipped with adequate basic instruments.

3. Library – having 13000 and more books along with a computer and reading room.

4. Seminar Room - equipped with projector and computer.

5. NSS Room - with one computer

6. Principal chamber - With CCTV monitor and system.

7. UGC/IQAC Room - With one computer and printing / Scanning facility along with internet (Wi-Fi)

8. Staff Room - With adequate facility.

9. Office Room - with student section, store room and two computer for official work .

10. Common room - separate for girls and boys

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The collage lacks regular sports officer. Prof. Anil rdhi is incharge of sports and class 4 th employees are also available to assist sports activities. There is a healthy atmosphere for games/ sports and cultural activities in the collage. Many students have represented the college at zonal level, university level and state level tournaments.

The institution provides the following sports facilities to the students for indoors we provide carom, chess etc. and for outdoor we facilitates cricket, badminton, volley ball. The institution has also sufficient equipments for athletics too. We provide student with running, disc throw, shot put, javelin throw, and Kabaddi.

The institution organizes cultural programmes, online quiz contests and debates, through which the students can explore their hidden talent and creativity. In outdoor games many boys and girls represented the college in state and university level every year. NSS unit of our collage is gradually organizing special camps and social activities. NSS students have active participation in culture and social activities on various occasion like Swachha Bhrat Abhiyan, Sweep plan, Aids awareness program, Tree plantation, health camp and other awareness programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS)

The collage does not lack an automated library management system as a regular librarian has been appointed since last year. It is permanently managed by Librarian Deepak Kumar Sahu. The

institution is located in a rural area, most of the students taking admission in our college are from poor and middle class background. The college administration is trying to provide all possible facilities to the students. Library is the core of educational needs and also of teaching-learning. The average usage is around 50, with some days going over 100. A time table has been prepared to release books of all classes in a week.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

02 lakhs

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data

for online access) (Data for the latest completed academic year)

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

30

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

The college has Wi-Fi facility for teaching staff and office work. The Chhattisgarh InfoTech and Biotech promotional society (CHIPS) has installed a Wi-Fi device covers principal chamber, NAAC/IQAC and outside of office area. The classrooms are given essential facility like surveillance system proper electrical power supply, furniture, anti-virus for all computers. The college has 5 computers at running condition with access to internet that are updated with essential software as per the requirement of the college. The maintenance of the equipments and for major disorder and damage, computer technician and local service providers are hired for the up keeping and replacement. The Wi-Fi facility is provided to all teaching staff and office. Initially we were connected with BSNL broad band.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

7

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in   **E. < 5MBPS**

the Institution

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	*View File*

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	*View File*

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

Have established systems and procedures to maintain and use physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms, etc. In our laboratories, there are lab technicians appointed by the government but there were also lab attendants but due to their transfer, arrangements for lab attendants have been made by the Jan Bhagidari Samiti. They generally maintain the laboratories, the teachers of the department remain alert during practical classes. If any equipment is found damaged then the equipment is repaired by the local technician. Students also participate in the annual cleaning and maintenance activity of the laboratories. The stock in the department is checked every year and supported by a committee constituted by the Principal. Every year after the examination the book stock is checked and endorsed by the committee. Torn books

are written off every year after the recommendation of the Write Off Committee.

Sports: Our NSS students and players often take care of the playground, our class IV staff also help in taking care of the playground during the annual games.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

733

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

C. Any 2 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

0

File Description	Documents
Upload supporting data for the same	*View File*
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	*View File*

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our student are actively involved in committees like IQAC, JBC Grievance Redressal Committee. Discipline committee, Eco club and sanitation committee. The college convinces the students that it is an opportunity to develop their overall personality by involving themselves in such activities. Our college has an active student council the members of the student Council are elected on the basis of academic merit. The council plays very significant role by providing proper feedback of all the student to the institution. The process of admission, exam form submission, scholarship form their process are smoothly conducted with the help of students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development

of the institution through financial and/or other support services

Alumni association has not yet registered but functioning properly for the welfare of college. Meeting of association is held sometimes every year. The old students are still involved actively in the development activities of the college. Some of them are a part of JBS, IQAC and NSS cell. They also play active role during NSS camp. They observe and give ideas for development in the alumni meeting is always given preference by the college authorities. Alumni also give proper feedback in over all development of the college. some of the alumni are working in the college as a employee.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	<u>View File</u>

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

- **The institution vision is to provide quality higher education to students belonging to rural and middle class farmer family.**
- **To increase the enrolment ratio of girl students.**

- **The college has also vision to make students self confident as they form themselves in everyfield and aspect of life.**

Mission statement:

- **To provide a holistic and enabling environment of study to student coming from different economics background.**
- **To expand the range of subject available to a student at the**

Under - graduate level. (specially - B.Sc maths group and B.A. English literature).

- To introduce post - graduate programmes.

- To introduce computer course in PGDCA and DCA.

Our teaching faculties play an important role in implementing the vision and mission of the college and also play a proactive part in the decision - making process.

Our teachers are members and convener of the various committee. These are constituted for the day - to - day functioning of the college. Some of these committees arestaff council, the examination committee, the admission committee, the library committee. They determine admission criteria, cutoff marks examination modalities, library practices various teaching learning innovations and other academic activities.

File Description	Documents
Paste link for additional information	http://govtcollegebasna.in/College.aspx?PageName=Vision%20and%20%20Mission
Upload any additional information	View File

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

Our teaching staff and office staff play an active role in variousgiven responsibilities. The institution has an active mechanism towork together. Faculty member helps to create quality policy to ensure result development.

Case study.

In university annual examination conducting is the most significant activity of the institution in which every staff member is engaged and given various important responsibilities to execute the examination successfully.IQAC and staff council meeting is scheduled before the examination. In our Institution Annual Examination is held in three shifts and each shift has one centre superintendent and one or two assistant superintendent. The

works are distributed among teaching staff and class 3 and 4 staff. Such as receiving question paper from university. Keeping question paper safely, arrangement of answer sheets, seating arrangement, distribution of admit card and downloading and arrangement of admission sheets. In this way every year our Institute conducted annual exam successful with the help of teaching and non - teaching staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a perspective plan for development. The college Janbhagidari Samiti, and IQAC analyze, assess and make plan for the overall growth of the institution. The following are the some plans of the institution:

- To develop the infrastructure to fulfill the requirements as per future planning.
- To commence PG courses in science and arts streams.
- To improve library facilities including its automation and to develop it as a modern technologically well-equipped.Strategic plan and deployment

The college is committed to provide conducive environment for all academic activities and overall development of its students. This is being ensured:

- By giving priority to academic merit in admissions
- Appraisal of the performance of the students, teachers and administrative staff is done regularly.
- Since students are influenced by our policies, their involvement is also necessary. In various committees, the students are invited as members.
- The feedback of students is taken. The feedback analysis committee reviews the feedback received from the students.
- Internal quality assurance cell (IQAC) has been formed to frame the policy for the growth of students.
- To ensure quality, utmost priority is given to the following areas:

1. Academic excellence
2. Leadership qualities
3. Social/ extension activities

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://govtcollegebasna.in/College.aspx?PageName=College%20Academic%20Calendar
Upload any additional information	**No File Uploaded**

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

1. Organizational structure.

1. **Administrative Head – principal.**
2. **Teaching staff – Assistant professors, Guest lecturer.**
3. **Non – Teaching staff – Librarian , sports officer, Assistant Grade I,II,III, computer operator, Book Lifter, watchman, Peon, sweeper.**
4. **Technical staff – Laboratory Technician, Laboratory Attendant.**

2. Appointment procedure – The process of recruitment of teaching, non – teaching and technical staff are done by the government through C.G.PSC, C.G. Vyapam and Department recruitment.

3. Promotion – The promotion procedure is determined by the state government of C.G.

4. Grievance Redressal mechanism – The college has formed student help desk and Grievance Redressal committee for students to address their complain and grievance to resolve them.

After receiving grievance and complains, either in writing or orally, the committee discuss and resolve.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

- **The faculty members are encouraged to participate faculty development programme such as – Orientation, refresher courses, FDP programme, seminar, workshops, conference etc. They are also encouraged to organize webinar, workshop and conference in the college.**
- **Non – teaching staff are encouraged to attend 4 month Account training programme to keep themselves update.**
- **They are provided Festival advance.**
- **Help with facilitation of bank loans.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

5

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

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

Performance Appraisal for teaching staff, there is a performance appraisal system for teaching staff of the college. Every regular teaching staff has to fill up and submit C.R.(Confidential Report) in the end of academic year. The principal of the institution observes every CR of the teaching staff and marks his opinion. Every year the students submit feedback form on Teaching – Learning and evolution on which the opinion of the students is sought. The filled forms are analyzed by the principal and the feedback obtained is addressed for the betterment of the Teaching - Learning process. Teacher also fill API.

There is a performance appraisal system for non – teaching staff. They have to fill up and submit C.R.(Confidential Report) Every CR of the non teaching staff, marks are opinioned and sent them to the office of Commissioner, department of higher education for further actions.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling

audit objections within a maximum of 200 words

The institution has two audit system. They are internal and external audit. Internal audit committee is formulated by the Head of the institute which conducts audit of financial records as Cash-Books related to UGC, Janbhagidari, Govt. and non-government accounts along with the vouchers. A part from this the committee also audits the entries of dispatch register After the internal audit the documents are audited by chartered Accountant.

Pertaining external audit of state government fund utilization. There is a mechanism of departmental audit which is done at different time by the department of Higher education and the officials of Accountant General office. The last government audit was done in 2018. JBS Internal Audit done By CA on 31-03-2023.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The sources of funds for the college are allotted from the state government, development grants received from UGC and development fees collected from the students determined by JBC committee. The funds received from the UGC are clearly mentioned for which

purposes they are granted. The allotments from the state government are also under special heads and they are spent for the purposes they are meant. These funds are made use for the institutions requirements. Before the expenditure of the grants the committee ask for the requirements from labs and library and other needs of institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Institution conducts an orientation programme for all newly admitted students to make aware of programme structure, examination scheme, various subjects in the programme and programme outcome and course outcome. From academic year 2019-20, the institution has adopted the policy to identify advanced learners and slow learners by following techniques –

1. Review of their entry or previous year result.
2. Performance in Unit, Quarterly and pre – final examination are reviewed to monitor their learning levels.

Our faculty members evaluate above data and categorize students as advanced and slow learners and provide them suitable guidance.

The programs organized and implemented by the institution for slow learners are tutorial classes, solving question paper of previous university examination, Class Test. At the same time some programs are organized and implemented by the institution for boosting creativity and intelligence of advanced learners which include, quiz competitions essay writing, speech etc.

This activity boosted the ability of the slow learners to comprehend difficult topics, recalling the answer of question, build confidence and help in overall development of the students. Similarly this activity helped advanced learners to boost their recreational domain and inculcates leadership qualities. Along with these IQAC cell has performed the following initiative.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

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

The two examples of institutional reviews and implementation of teaching learning reforms are as follows:

1. **Feedback system for initiating teaching learning reforms.**
2. **Upgrading Teaching –Learning process by using ICT.**

1. **Feedback system for initiating teaching learning reforms:**

Feedback is an essential part of effective learning. It helps students understand the subject being studied and gives them clear guidance on how to improve their learning. It also helps the faculty to improve their teaching skills.

The Feedback from the students helps in assessing the teaching methodologies of the faculty and make necessary amendments and reforms. The feedback received is analyzed and evaluated by IQAC cell.

1. **Upgrading Teaching – Learning Process by using ICT .**

Initially our faculty members used to teach through conventional method of chalk and blackboard. But before some year they are using green board and projector for difficult lessons.ICT room was established to make teaching – learning process easy. Our all science faculty uses projector and other faculty also uses projector to teach the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Measures initiated by the Institution for the promotion of gender equity during the year Safety and security :- The college is committed to provid safety and security to girls students. The campus is covered under CCTV cameras during college hours. The footage of the recording is often seen and necessary actions are taken, if any suspicions activity is observed by the principal. Woman's Grievance Redressal cell and help desk have been framed to provide better safeguard. Counseling :- The problems of girls students are counseled time to time by female staff members personally and publically both. Counseling includes physical fitness, mental stress management and remedies etc. Common room :-

The college has provided separate common room for boys and girls. The common rooms are situated near the washroom of concerned gender. Day care center for young children :- During the University examination the college provides a separate temporary room (NSS Room) for new born child (0-5) caring room or feeding room.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management The institute is working in the direction of keeping campus clean and green. The faculties and students are regularly advised to reduce waste at lower extent. Sincere students put waste in particular bins in the college campus. The solid waste is regularly collected by the garbage town council. To minimize the problem of waste disposal separate dust bins are kept. Blue colored dust bin is

kept for dry waste and Green colored dust bins are used for wet waste. Old newspapers, old practical note books and raw paper material (Raddi) is sold out.

There is a minimal liquid waste in the college. Regular maintenance of drinking water tap, RO water filter, and drainage and water pipelines is kept by the college support staff.

There is separate room in the college where we can drop the unused or waste electronic staff. These electronic wastes are sent for recycling or repairing as for as possible. Printer cartridges are generally refilled and not disposed. Wherever refilling is not possible the cartridge is returned to the manufacturer.

There is a written communication with Basna nagar panchayat for collection and waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

    1. Restricted entry of automobiles

2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words). In our institute, most of the students taking admission are local and belong to the nearly village. As per government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. The admission committee of the college is well balanced with the representation of each category. The college time to time organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. Our college belongs to the rural background. Its activities have a positive impact on the society's cultural and communal thoughts directly.

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony.

Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to impact the social and religious harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens The institute undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizen. On 26th Nov 2022, Constitution day was celebrated in our college. On 10 Dec 2022,Human Rights Day . We gave the information about fundamental rights, Duties, values and responsibilities of citizen as stated in constitution of India. We appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity, equality, social justice, Human rights and freedom, Rules of law, equity and respect and superiority of constitution in the national life.

Pt. Ravishankar shukla University Raipur (C.G) has incorporated the following chapters on 'Aspects of Indian constitution', 'Individual freedom' and 'fundamental Duties' in foundation course at degree level programme to create awareness and sensitizating among the students and employees to constitution obligation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to   **B. Any 3 of the above**

the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college has a common culture to celebrate days of International and national importance. The college helps students to relate with the cultural heritage of India. We celebrate international commemorative days on the following: Intentional woman's Day, on 8 march International Day of Non-violence – on 2 October, world AIDS Day - on 1 December, National Yoga Day – on 21 June.

Every year Independence day and Republic day is celebrated in a traditional manner. On the occasion of birthday of Dr. S. Radhakrishnan all the teachers and students gather to celebrate the birth date of our former president. On 2nd of October we celebrate the birthday of father of nation "Mahatma Gandhi" and former prime minister Lal Bahadur shastriji. Every year on 12th of January birth anniversary of Swami Vivekananda is celebrated as youth day. Hindi Day on 14 sept.. On death anniversary of Gandhiji every year we keep moment of silence for two minutes. We also celebrate Swachhata Diwas on 2nd October. The faculty of science celebrate National Science Day on 28th of February.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Describe two best practices sucessfully implemented by the institution as per NAAC format provided in the manual.

Title of the practice - Udaan scheme

Objective of the practice: To provide monetary support to economically weaker section students to excel in life.

The context : Our college consists of financially weaker section or marginalized students who cannot afford to pay even their fee, purchase books, preparation for competitive examinations, etc. so keeping it in mind our college faculty members have decided to collect money from their salary and pay their admission fee.

The practice : Without monetary support few of our bright students left their education and spite of bright future they are struggling in their life, so we started this practice to give small contribution to provide financial, moral support.Thus it is unique to develop a best bonding amongst teachers and students relationship.

Title of the practice: Honoring talented students

Objective of the practice : To encourage the talented students by giving them honour.

The context: In our college we have many students from rural areas, they don't participate the other activities except study, so keeping it in mind we have decided to honour the talented students .

The practice: We decided to give the award to the all talented students for participating all the curricular activities. This encourages the rural students to participate in all the activities in our college.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words The institute was established in 1989 with under graduate Art programme at Basna, distt. Mahasamund (C.G). Initially the college was conducted in the rented building with 5 classrooms. The Govt. had decided to construct the new college building at the present location and accordingly the entire establishment was shifted here in 2008-09 In this locality there was no college and the nearest college was at a distance of 20km.

The institution is situated in the rural area. There are three programmes (B.A B.SC and B.COM) conducting at present. Every year large number of rural students (Girls and Boys) take admission in under graduate programme. The college provides free admission ship to all girls and SC ST boys students as per the direction of the University and helps girls students to get scholarship provided by the Government.

The college gives priority to promote education for poor students and girls students of rural background. The rural background students can't effort their education as to urban colleges. Our college provides academic as well as non academic activities to encourage them to participate in extracurricular activities (NSS and Sports) also.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institute is affiliated to Pandit Ravishankar Shukla University Raipur (C.G) from 1989, which is added by UGC. The college strictly follows the curriculum designed by University. The college has well qualified and trained teaching faculty for the effective implementation of the curriculum. The time table committee prepares a time table for the institution and display on notice board. The faculty members ensure the effective delivery of curriculum by planning before the class starts.

The College prepares an academic calendar before the commencement of the academic activities every year (concerning the all academic activities). The prepared academic calendar is displayed on notice board. It includes all the pre-planning of various activities like unit test, terminal examination, pre annual examination, practical and university examinations schedules, etc. The academic workloads as per subject expertise are distributed among the various committees. Teaching plan of each subject is prepared by respective teacher. Subject notes are provided to the students. Timetables along with teaching plan are mentioned in the daily dairy of concern subject faculty. Attendance register are provided to every faculty member before commencement of the academic year. The record maintained by respective faculty for student's assessments.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

According to the academic calendar of Higher education department the college prepares its own academic calendar and includes the internal examination in it. The academic calendar is prepared well in the beginning of academic session. The

academic calendar is displayed on notice board for reference of the students and staff. It is also uploaded on college website for the all-time information of the students. It carries approximate schedules regarding admission process, teaching-learning schedule, curricular and co-curricular activities, extra-curricular activities, institutional events to be organized and dates of holidays.

The college follows its academic calendar for conducting internal examinations. In continuous internal evaluation of the students is made by conducting 4 unit test, Quarterly exam, Half Yearly Exam. Some of the activities are intentionally organized for students to assess and upgrade their subject knowledge. The faculty member prepare their own teaching plans. The important aspects of the academic calendar are planning of regular class, planning of extra-curricular activities of N.S.S and activities of sports including prize distribution function.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

2

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

494

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

494

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Curriculum Enrichment- Institution is striving hard to imparts all kinds of knowledge besides following university curriculum. Webinars, on carrier guidance intellectual properties communication skills (programmes) are organized to enhance the experiences of the students and make them familiar with the current issues. Institute give special emphasis on the overall development of students by providing them with different exposures like specific knowledge of subject opted, cultural programme, extra-curricular activities. Institute also organized special awareness programmes such as. Human rights day, Voter awareness, Tree plantation, Global warming and Environment change, Women empowerment, Covid 19 awareness programme. NSS volunteers of our college participate in various social welfare activities such as for SVEEP Plan, Voter awareness rally, Swasthya shivir, Sanitation Swachh Bharat Abhiyan etc. The suggestions of parents and JBS members are considered and discussed in the meeting invited by principal. The feedback suggestions are implemented in enrichment of curriculum. The IQAC cell under the guidance of principal regularly observes and evaluates the quality of curriculum implementation.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

03

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

1.3.3 - Number of students undertaking project work/field work/ internships

463

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1400

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1261

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The institution marks the slow learners and advanced learners on the basis of their previous year's result, unit test and personal counseling by the teachers. The classroom environment is designed so as to ensure that advanced learners and slow learners are not discriminated against, rather, programs are designed within the classroom learning environment that assuages the slow learner's abilities while at the same time incorporate teaching-learning methods that enhance the learning abilities of advanced learners.

The institution has a student help desk centre. This help desk provides assistance to students who might not be able to cope up with the classroom teaching at a normal pace. The problem of slow learners are given special attention. The students are provided extra assistance by the concerned teachers and library to overcome their shortcomings.

. Additional resources are suggested to advance learner to master the subject and take up further challenges like competitive examinations. Advanced learner s are assigned Leadership roles like Class Representatives and Team Leader in extra- curricular activities to develop their personality traits. The institution also has the practice of giving the Best Student Award to the outgoing students who have excelled in both curricular and extracurricular activities.

File Description	Documents
Link for additional Information	http://govtcollegebasna.in/College.aspx?PageName=You%20Tube%20Lecture
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
1347	**7**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

The college has been making sustained and continuous effort to improve the teaching-learning methodology by using different methods like Project work/ seminars etc. And support system like LCD, Charts, Audio- Video lectures etc. Individual faculty members adopt a variety of techniques including Chalk and talk , role play to expand the process of learning beyond classroom lectures and appreciate how the theory they learn in the class is used in practice. These techniques further augment the learning ability of the students. Our college follows the four stage of problem solving methodologies in that we define the problem in the first stage and ask the students to give the solution in the second stage. In third stage we ask to write a report the difficulties faced by students while giving solution and in the last stage the actual implementation of defined problems.

Faculty encourages students to lead their learning towards solving of their problem and satisfaction.video lectures of the teachers. All such units help them to pacify the curiosity of their problem raised while learning in the class.

It also helps to provide them an opportunity for self-assessment and self-evaluation by improving the skills of listening, speaking, reading and writing.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

`Our institute has made one smart classroom equipped with the`
`LCD Projector and screens. The college issued PC to the`
`department with the printer. The College has installed Wi-Fi`
`unit for the Students inside the campus. All staff is well`
`familiar with all latest ICT tools. To strength their`
`knowledge, college teachers have participated FDPs on 'ICT`
`based teaching and learning practices' 'Google class' 'Google`
`meet', How to create personal Blogs' com studio for self videos`
`and how to put it on the YouTube channel' and upload in`
`cgschool.in, all the faculty members are conducting online`
`class through Google meet.`

`Video lecture of each teacher is uploaded on cgschool.in. All`
`department use PPT and multimedia to simplify the syllabus in a`
`more meaningful way. Three teachers have completed course on`
`'FDP' on ICT based teaching-learning practise and Two teachers`
`have participated online refresher course in their concerned`
`subject.`

`The college inspires teachers to attend training programmes,`
`webinar, e-conferences related to the ICT use and innovation in`
`teaching-learning.`

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

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

2.3.3.1 - Number of mentors

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

7

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

2

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

7

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college follows the academic calendar designed by department of higher education Chhattisgarh. According to that we have to conduct: four unit tests, two Terminal examinations and Pre final examination per academic year. For the transparency and robust in terms of frequency and mode. The dates of examinations are communicated to the students through the college calender. The time- table of the examinations is displayed on the notice board well in advance so that students get sufficient time to get prepared for the examination. The instructions are given to the teacher to prepare the question papers according to the pattern given by the university and the same is communicated to the students also. In the pre- final examination, the seating arrangement and room invigilation takes are exactly as it is in the end year examinations of University. After the examination, the teachers evaluate the answer sheet by preparing the scheme of evaluation. After valuation the answer sheets are distributed to the students with the purpose of not only making them aware of the mistakes committed but also to ensure that the transparency in the evaluation process is maintained.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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

In the beginning of the academic year an examination committee is formed to ensure effective implementation of the evaluation

process. This committee plans and coordinates all activities related to the examinations conducted in the college. The committee is also responsible for the redressed of grievance related to the examination. Examination related grievances are very minimal. With regard to internal assessment, during the personal seeing or answer scripts, the students may have some queries or clarifications regarding the marks allotted. Such queries are addressed almost immediately. There may be some problems regarding totalling which are also set right immediately. Apart from such small discrepancies, there have been no grievances regarding internal assessment examinations form the students. In case a student is not satisfied with the decision of a teacher with regard to her grievance, there is the option to approach the examination committee or the Principal. But such instances are non-existent. With regard to the University Examination, the students may have grievances regarding marks or total. In such instances, the university provides the options of revaluation, totalling and personal seeing of answer scripts. The role of the college is limited to sending applications for the above-mentioned options for grievance redressed.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution is affiliated to Pt RSU University Raipur. The course of the programmes offered in the college is inlieu with those offered by the University. The college offers Under Graduate course in Arts, Commerce and Science. The college has adopted the elective system formulate in arts department by Pt. RSU University Raipur under the guidelines issued by The University Grants Commission.

The Course outcome of the UG-BA programme can be broadly stated as:

   1. Development of Critical and Creative Thinking: The ability to analyse and critically reflect on complex

      problems incorporation multiple perspective and innovation thinking.

2. **Literacy and Communication:** Demonstrate the ability to extract and convey information accurately in a variety of formats.

3. **Depth and Breadth of Understanding :** Demonstrate detailed knowledge in one or more disciplines and integrate knowledge and perspectives across disciplinary boundaries.

4. **Professional Development and Ethical Behavior :** Demonstrate personal integrity and professional behaviour in scholarly endeavours and in collaborating with others within and beyond the academic community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college is conducting three programmes: Arts, Commerce and Science though these are traditional in nature but college has been continuously working on the attainments of these outcomes. Very systematically, from the first year of their college, the purpose of their academic journey is elaborated through principal address, induction programme, expert lectures and classroom interactions. In order to focus on the outcomes, they are categorized in the slow, average and advanced learner on the basis of their entry level marks. Online and on paper feedback of alumni students helps to evaluate whether students have properly perceived the content of the curriculum. Unit test and university assessment are substantially helping to evaluate the learning outcomes.

Program specific outcomes are measured through both academic and non-academic performance of the students. The performance of the students in the internal and external examinations, in the practical and assignments, participation in class activities, role in departmental activities are some of the means by which program specific outcomes are measured. Students

are also encouraged to take part in competitions, seminars and
conferences, research competitions, etc. Their performance
within and outside the college in the various academic events
provides another index of their learning-levels.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

237

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://govtcollegebasna.in/College.aspx?PageName=AQAR%20Reports

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute is actively working in the nearby villages and rural areas. Most of the activities focused on welfare of rural people. The institute regularly conducts the social awareness activities such as :

1. Tree plantation – Every year our students, college staff non- teaching staff and NSS volunteer plants the tree at college campus and nearly college to keep the environment clean.

2. Voter Awareness program – under the SWEEP programme, various

awareness campaigns are organized by NSS volunteer such as rally, door to door program ,Nukad Natak and voter literacy activities .

3. Swachchha Bharat Abhiyan – Our students conduct an ambitions programmes of Govt. of India " Swachchha Bharat Abhiyan" various programmes are being organized under Swachchhta programme: to clean college premise, school campus, street and drain cleaning of the nearby village and sometimes local town cleaning .

4. Aids awareness programme – Our Red Ribbon club organizes aids awareness program through online quiz ,essay writing, poster rangoli and seminar.

5. Health camp – Our NSS volunteer organizes health camp in rural area during the 7 th day special camp. Most of the villages are benefitted by this health camp.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

03

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College has sufficient physical infrastructure facilities for smoothly teaching learning process. It has its own building since 2008-2009 with ground floor and first floor. All the classroom are large, ventilated and fully furnished with basic facilities such as writing board, fans, tubes light. Our institution also availing infrastructural facilies as under –

1. Classroom - seating capacity of 40-60 students.

2. Laboratories- Equipped with adequate basic instruments.

3. Library – having 13000 and more books along with a computer

and reading room.

4. Seminar Room - equipped with projector and computer.

5. NSS Room - with one computer

6. Principal chamber - With CCTV monitor and system.

7. UGC/IQAC Room - With one computer and printing / Scanning facility along with internet (Wi-Fi)

8. Staff Room - With adequate facility.

9. Office Room - with student section, store room and two computer for official work .

10. Common room - separate for girls and boys

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The collage lacks regular sports officer. Prof. Anil rdhi is incharge of sports and class 4 th employees are also available to assist sports activities. There is a healthy atmosphere for games/ sports and cultural activities in the collage. Many students have represented the college at zonal level, university level and state level tournaments.

The institution provides the following sports facilities to the students for indoors we provide carom, chess etc. and for outdoor we facilitates cricket, badminton, volley ball. The institution has also sufficient equipments for athletics too. We provide student with running, disc throw, shot put, javelin throw, and Kabaddi.

The institution organizes cultural programmes, online quiz contests and debates, through which the students can explore their hidden talent and creativity. In outdoor games many boys and girls represented the college in state and university level

every year. NSS unit of our collage is gradually organizing special camps and social activities. NSS students have active participation in culture and social activities on various occasion like Swachha Bhrat Abhiyan, Sweep plan, Aids awareness program, Tree plantation, health camp and other awareness programmes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management System (ILMS)

The collage does not lack an automated library management system as a regular librarian has been appointed since last year. It is permanently managed by Librarian Deepak Kumar Sahu. The institution is located in a rural area, most of the students taking admission in our college are from poor and middle class background. The college administration is trying to provide all possible facilities to the students. Library is the core of educational needs and also of teaching-learning. The average usage is around 50, with some days going over 100. A time table has been prepared to release books of all classes in a week.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

02 lakhs

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

30

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college has Wi-Fi facility for teaching staff and office work. The Chhattisgarh InfoTech and Biotech promotional society (CHIPS) has installed a Wi-Fi device covers principal chamber, NAAC/IQAC and outside of office area. The classrooms are given essential facility like surveillance system proper electrical

power supply, furniture, anti-virus for all computers. The college has 5 computers at running condition with access to internet that are updated with essential software as per the requirement of the college. The maintenance of the equipments and for major disorder and damage, computer technician and local service providers are hired for the up keeping and replacement. The Wi-Fi facility is provided to all teaching staff and office. Initially we were connected with BSNL broad band.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.3.2 - Number of Computers

7

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Have established systems and procedures to maintain and use physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms, etc. In our laboratories, there are lab technicians appointed by the government but there were also lab attendants but due to their transfer, arrangements for lab attendants have been made by the Jan Bhagidari Samiti. They generally maintain the laboratories, the teachers of the department remain alert during practical classes. If any equipment is found damaged then the equipment is repaired by the local technician. Students also participate in the annual cleaning and maintenance activity of the laboratories. The stock in the department is checked every year and supported by a committee constituted by the Principal. Every year after the examination the book stock is checked and endorsed by the committee. Torn books are written off every year after the recommendation of the Write Off Committee.

Sports: Our NSS students and players often take care of the playground, our class IV staff also help in taking care of the playground during the annual games.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

733

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	*View File*
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	*View File*
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Our student are actively involved in committees like IQAC, JBC Grievance Redressal Committee. Discipline committee, Eco club and sanitation committee. The college convinces the students that it is an opportunity to develop their overall personality by involving themselves in such activities. Our college has an active student council the members of the student Council are elected on the basis of academic merit. The council plays very significant role by providing proper feedback of all the student to the institution. The process of admission, exam form submission, scholarship form their process are smoothly

conducted with the help of students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni association has not yet registered but functioning properly for the welfare of college. Meeting of association is held sometimes every year. The old students are still involved actively in the development activities of the college. Some of them are a part of JBS, IQAC and NSS cell. They also play active role during NSS camp. They observe and give ideas for development in the alumni meeting is always given preference by the college authorities. Alumni also give proper feedback in over all development of the college. some of the alumni are working in the college as a employee.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

- **The institution vision is to provide quality higher education to students belonging to rural and middle class farmer family.**
- **To increase the enrolment ratio of girl students.**

- **The college has also vision to make students self confident as they form themselves in everyfield and aspect of life.**

Mission statement:

- **To provide a holistic and enabling environment of study to student coming from different economics background.**
- **To expand the range of subject available to a student at the Under - graduate level. (specially - B.Sc maths group and B.A. English literature).**

- **To introduce post - graduate programmes.**

- **To introduce computer course in PGDCA and DCA.**

Our teaching faculties play an important role in implementing the vision and mission of the college and also play a proactive part in the decision - making process.

Our teachers are members and convener of the various committee. These are constituted for the day - to - day functioning of the college. Some of these committees arestaff council, the examination committee, the admission committee, the library committee. They determine admission criteria, cutoff marks examination modalities, library practices various teaching learning innovations and other academic activities.

File Description	Documents
Paste link for additional information	http://govtcollegebasna.in/College.aspx?PageName=Vision%20and%20%20Mission
Upload any additional information	View File

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

Our teaching staff and office staff play an active role in variousgiven responsibilities. The institution has an active mechanism towork together. Faculty member helps to create quality policy to ensure result development.

Case study.

In university annual examination conducting is the most significant activity of the institution in which every staff member is engaged and given various important responsibilities to execute the examination successfully.IQAC and staff council meeting is scheduled before the examination. In our Institution Annual Examination is held in three shifts and each shift has one centre superintendent and one or two assistant superintendent. The works are distributed among teaching staff and class 3 and 4 staff. Such as receiving question paper from university. Keeping question paper safely, arrangement of answer sheets, seating arrangement, distribution of admit card and downloading and arrangement of admission sheets. In this way every year our Institute conducted annual exam successful with the help of teaching and non - teaching staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a perspective plan for development. The college Janbhagidari Samiti, and IQAC analyze, assess and make plan for the overall growth of the institution. The following are the some plans of the institution:

- **To develop the infrastructure to fulfill the requirements as per future planning.**
- **To commence PG courses in science and arts streams.**
- **To improve library facilities including its automation and to develop it as a modern technologically well-equipped.Strategic plan and deployment**

The college is committed to provide conducive environment for all academic activities and overall development of its students. This is being ensured:

- **By giving priority to academic merit in admissions**
- **Appraisal of the performance of the students, teachers and administrative staff is done regularly.**
- **Since students are influenced by our policies, their involvement is also necessary. In various committees, the students are invited as members.**
- **The feedback of students is taken. The feedback analysis committee reviews the feedback received from the students.**
- **Internal quality assurance cell (IQAC) has been formed to frame the policy for the growth of students.**
- **To ensure quality, utmost priority is given to the following areas:**

1. **Academic excellence**
2. **Leadership qualities**
3. **Social/ extension activities**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://govtcollegebasna.in/College.aspx?PageName=College%20Academic%20Calendar
Upload any additional information	**No File Uploaded**

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

1. Organizational structure.

1. **Administrative Head – principal.**
2. **Teaching staff – Assistant professors, Guest lecturer.**
3. **Non – Teaching staff – Librarian , sports officer, Assistant Grade I,II,III, computer operator, Book Lifter, watchman, Peon, sweeper.**
4. **Technical staff – Laboratory Technician, Laboratory Attendant.**

2. Appointment procedure – The process of recruitment of teaching, non – teaching and technical staff are done by the government through C.G.PSC, C.G. Vyapam and Department recruitment.

3. Promotion – The promotion procedure is determined by the state government of C.G.

4. Grievance Redressal mechanism – The college has formed student help desk and Grievance Redressal committee for students to address their complain and grievance to resolve them.

After receiving grievance and complains, either in writing or orally, the committee discuss and resolve.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

- **The faculty members are encouraged to participate faculty development programme such as – Orientation, refresher courses, FDP programme, seminar, workshops, conference etc. They are also encouraged to organize webinar, workshop and conference in the college.**
- **Non – teaching staff are encouraged to attend 4 month Account training programme to keep themselves update.**
- **They are provided Festival advance.**
- **Help with facilitation of bank loans.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

5

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

Performance Appraisal for teaching staff, there is a performance appraisal system for teaching staff of the college. Every regular teaching staff has to fill up and submit C.R.(Confidential Report) in the end of academic year. The principal of the institution observes every CR of the teaching staff and marks his opinion. Every year the students submit feedback form on Teaching – Learning and evolution on which the opinion of the students is sought. The filled forms are analyzed by the principal and the feedback obtained is addressed for the betterment of the Teaching - Learning process. Teacher also fill API.

There is a performance appraisal system for non – teaching staff. They have to fill up and submit C.R.(Confidential Report) Every CR of the non teaching staff, marks are opinioned and sent them to the office of Commissioner, department of higher education for further actions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has two audit system. They are internal and external audit. Internal audit committee is formulated by the Head of the institute which conducts audit of financial records as Cash-Books related to UGC, Janbhagidari, Govt. and non-government accounts along with the vouchers. A part from this the committee also audits the entries of dispatch register After the internal audit the documents are audited by chartered Accountant.

Pertaining external audit of state government fund utilization. There is a mechanism of departmental audit which is done at different time by the department of Higher education and the officials of Accountant General office. The last government audit was done in 2018. JBS Internal Audit done By CA on 31-03-2023.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The sources of funds for the college are allotted from the state government, development grants received from UGC and development fees collected from the students determined by JBC committee. The funds received from the UGC are clearly mentioned for which purposes they are granted. The allotments from the state government are also under special heads and they are spent for the purposes they are meant. These funds are made use for the institutions requirements. Before the expenditure of the grants the committee ask for the requirements from labs and library and other needs of institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

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

Institution conducts an orientation programme for all newly admitted students to make aware of programme structure, examination scheme, various subjects in the programme and programme outcome and course outcome. From academic year 2019-20, the institution has adopted the policy to identify advanced learners and slow learners by following techniques –

1. Review of their entry or previous year result.
2. Performance in Unit, Quarterly and pre – final examination are reviewed to monitor their learning levels.

Our faculty members evaluate above data and categorize students as advanced and slow learners and provide them suitable guidance.

The programs organized and implemented by the institution for slow learners are tutorial classes, solving question paper of previous university examination, Class Test. At the same time some programs are organized and implemented by the institution for boosting creativity and intelligence of advanced learners which include, quiz competitions essay writing, speech etc.

This activity boosted the ability of the slow learners to comprehend difficult topics, recalling the answer of question, build confidence and help in overall development of the students. Similarly this activity helped advanced learners to boost their recreational domain and inculcates leadership qualities. Along with these IQAC cell has performed the following initiative.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

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

The two examples of institutional reviews and implementation of teaching learning reforms are as follows:

1. Feedback system for initiating teaching learning reforms.
2. Upgrading Teaching –Learning process by using ICT.

1. Feedback system for initiating teaching learning reforms:

Feedback is an essential part of effective learning. It helps students understand the subject being studied and gives them clear guidance on how to improve their learning. It also helps the faculty to improve their teaching skills.

The Feedback from the students helps in assessing the teaching methodologies of the faculty and make necessary amendments and reforms. The feedback received is analyzed and evaluated by IQAC cell.

1. Upgrading Teaching – Learning Process by using ICT .

Initially our faculty members used to teach through conventional method of chalk and blackboard. But before some

year they are using green board and projector for difficult lessons.ICT room was established to make teaching – learning process easy. Our all science faculty uses projector and other faculty also uses projector to teach the students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - **Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Measures initiated by the Institution for the promotion of gender equity during the year Safety and security :- The college is committed to provid safety and security to girls students. The campus is covered under CCTV cameras during

college hours. The footage of the recording is often seen and necessary actions are taken, if any suspicions activity is observed by the principal. Woman's Grievance Redressal cell and help desk have been framed to provide better safeguard. Counseling :- The problems of girls students are counseled time to time by female staff members personally and publically both. Counseling includes physical fitness, mental stress management and remedies etc. Common room :- The college has provided separate common room for boys and girls. The common rooms are situated near the washroom of concerned gender. Day care center for young children :- During the University examination the college provides a separate temporary room (NSS Room) for new born child (0-5) caring room or feeding room.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management The institute is working in the direction of keeping campus clean and green. The faculties and students are regularly advised to reduce waste at lower extent. Sincere students put waste in particular bins in the college campus. The solid waste is regularly collected by the garbage town council. To minimize the problem of waste disposal separate dust bins are kept. Blue colored dust bin is kept for dry waste and Green colored dust bins are used for wet waste. Old newspapers, old practical note books and raw paper material (Raddi) is sold out.

There is a minimal liquid waste in the college. Regular maintenance of drinking water tap, RO water filter, and drainage and water pipelines is kept by the college support staff.

There is separate room in the college where we can drop the unused or waste electronic staff. These electronic wastes are sent for recycling or repairing as for as possible. Printer cartridges are generally refilled and not disposed. Wherever refilling is not possible the cartridge is returned to the manufacturer.

There is a written communication with Basna nagar panchayat for collection and waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words). In our institute, most of the students taking admission are local and belong to the nearly village. As per government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. The admission committee of the college is well balanced with the representation of each category. The college time to time organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. Our college belongs to the rural background. Its activities have a positive impact on the society's cultural and communal thoughts directly.

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony.

Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to impact the social and religious harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens The institute undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizen. On 26th Nov 2022, Constitution day was celebrated in our college. On 10 Dec 2022,Human Rights Day . We gave the information about fundamental rights, Duties, values and responsibilities of citizen as stated in constitution of India. We appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity, equality, social justice, Human rights and freedom, Rules of law, equity and respect and superiority of constitution in the national life.

Pt. Ravishankar shukla University Raipur (C.G) has incorporated the following chapters on 'Aspects of Indian constitution', 'Individual freedom' and 'fundamental Duties' in foundation course at degree level programme to create awareness and sensitizating among the students and employees to constitution obligation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college has a common culture to celebrate days of International and national importance. The college helps students to relate with the cultural heritage of India. We celebrate international commemorative days on the following: Intentional woman's Day, on 8 march International Day of Non-violence – on 2 October, world AIDS Day - on 1 December, National Yoga Day – on 21 June.

Every year Independence day and Republic day is celebrated in a

traditional manner. On the occasion of birthday of Dr. S. Radhakrishnan all the teachers and students gather to celebrate the birth date of our former president. On 2nd of October we celebrate the birthday of father of nation "Mahatma Gandhi" and former prime minister Lal Bahadur shastriji. Every year on 12th of January birth anniversary of Swami Vivekananda is celebrated as youth day. Hindi Day on 14 sept.. On death anniversary of Gandhiji every year we keep moment of silence for two minutes. We also celebrate Swachhata Diwas on 2nd October. The faculty of science celebrate National Science Day on 28th of February.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Describe two best practices sucessfully implemented by the institution as per NAAC format provided in the manual.

Title of the practice - Udaan scheme

Objective of the practice: To provide monetary support to economically weaker section students to excel in life.

The context : Our college consists of financially weaker section or marginalized students who cannot afford to pay even their fee, purchase books, preparation for competitive examinations, etc. so keeping it in mind our college faculty members have decided to collect money from their salary and pay their admission fee.

The practice : Without monetary support few of our bright students left their education and spite of bright future they are struggling in their life, so we started this practice to give small contribution to provide financial, moral support.Thus it is unique to develop a best bonding amongst

teachers and students relationship.

Title of the practice: Honoring talented students

Objective of the practice : To encourage the talented students by giving them honour.

The context: In our college we have many students from rural areas, they don't participate the other activities except study, so keeping it in mind we have decided to honour the talented students .

The practice: We decided to give the award to the all talented students for participating all the curricular activities. This encourages the rural students to participate in all the activities in our college.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	[View File]()

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words The institute was established in 1989 with under graduate Art programme at Basna, distt. Mahasamund (C.G). Initially the college was conducted in the rented building with 5 classrooms. The Govt. had decided to construct the new college building at the present location and accordingly the entire establishment was shifted here in 2008-09 In this locality there was no college and the nearest college was at a distance of 20km.

The institution is situated in the rural area. There are three programmes (B.A B.SC and B.COM) conducting at present. Every year large number of rural students (Girls and Boys) take admission in under graduate programme. The college provides free admission ship to all girls and SC ST boys students as per the direction of the University and helps girls students to get scholarship provided by the Government.

The college gives priority to promote education for poor

students and girls students of rural background. The rural background students can't effort their education as to urban colleges. Our college provides academic as well as non academic activities to encourage them to participate in extracurricular activities (NSS and Sports) also.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year Chhattisgarh is rich in cultural heritage can be exploded. Canteen facility should be made available in the campus. As the sufficient land is available with the college, outdoor sports facilities should be made available. Efforts should be made to start various add on courses. The efforts should be made to start PG programme in some the subjects.