



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KIRODIMAL GOVERNMENT ARTS AND SCIENCE COLLEGE
• Name of the Head of the institution	DR. A K TIWARI
• Designation	PRINCIPAL IN-CHARGE
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7762222966
• Mobile no	9713980334
• Registered e-mail	kgcraigarh1958@gmail.com
• Alternate e-mail	kgcraigarh.iqac@gmail.com
• Address	SOUTH CHAKRADHAR NAGAR
• City/Town	RAIGARH
• State/UT	CHHATTISGARH
• Pin Code	496001
2.Institutional status	
• Affiliated /Constituent	AFFILIATED
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	SAHEED NANDKUMAR PATEL VISHWAVIDYALAYA , RAIGARH				
• Name of the IQAC Coordinator	DR. DHANESH SINGH				
• Phone No.	7762222966				
• Alternate phone No.	7762223435				
• Mobile	9685325285				
• IQAC e-mail address	kgcraigarh.iqac@gmail.com				
• Alternate Email address	kgcraigarh1958@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.kgcollegeraigarh.ac.in				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.kgcollegeraigarh.ac.in/Aboutdocuments/130.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.52	2010	28/03/2010	27/03/2015
6.Date of Establishment of IQAC			26/11/2012		
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	0	
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	04	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? 02 in-campus Yoga program organized for Staff and students. ? 02 days Health Awareness Workshop organized on prevention of Hypertension. ? 02 days International Webinar organized by Hindi Department. ? 01 Workshop on Mushroom Cultivation organized for self employment. ? Introduced Face of the Month Program to inspire students.</p>		
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
To get extension for autonomy of the college from UGC in this session or initiate process for Affiliation from university.	Autonomy is not extended by UGC due to lack of valid NAAC accreditation certificate so process is initiated for getting affiliation from Affiliating ABV Vishvavidyalay Bilaspur.
To initiate process of verification and fresh stacking of books shifted from the Old Library to new Library Building in the current session.	The Library books are verified and stacked (along with weeding out of unusable and damaged books) in the New Library building in the current session for the better upkeep and use by students.
To inspire teachers for research activity: to participate in conferences/webinars and publish Books and research articles in standard journals.	Most of the teachers are already active in research activity by pursuing PhD programs and publication of research articles in books and journals and participation in seminars and webinars.
To inspire and train teachers to prepare video lectures and for online class during outbreak of COVID19.	Majority of teachers have uploaded video lectures on government website cgschool.in and online classes are conducted for students.

13. Whether the AQAR was placed before statutory body?	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Staff Council	26/02/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	20/01/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	465
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	4143
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1858
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	1252
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	37
File Description	Documents
Data Template	View File

3.2	64
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4. Institution	
4.1	38
Total number of Classrooms and Seminar halls	
4.2	119.63483
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	33
Total number of computers on campus for academic purposes	

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 college prepares academic calendar for each session as per the guidelines of the affiliating Saheed Nandkumar Patel Vishwavidyalaya Raigarh incorporating the vacation and holidays in terms of course completion, internal assessment and practical examinations.
- Each faculty member prepares Teaching plan semester/month wise for each course- dividing the curriculum into classroom sessions and practical hours.
- Project works, assignments, seminars and field study trips are also planed keeping in view the requisites of the program.
- The schedule of internal test/seminar for PG class is planned by the respective departments and topics for seminar/assignments are also allotted to students well in advance.
- Primarily the teachers follow trusted chalk and talk- lecture method. However, some of the teaching faculties teach through latest technology like OHP and LCD projectors to supplement classroom lectures.

- The students are taken for educational tours to industrial/trade fairs, exhibitions and on excursion to places of historical importance to provide them first-hand knowledge of various aspects.
- Each faculty member maintains a teaching diary mentioning teaching plan and date wise lessons completed which is verified by HOD of each department at the end of every month.
- Principal reviews the completion of the syllabus in periodic meetings.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

- The college adheres to the academic calendar of affiliating ABV & SNP Vishwavidyalay for implementation of continuous internal evaluation system.
- Accordingly, the academic calendar includes information regarding commencement of examination and College Examination Cell notifies schedule for UG internal examination for different programs.
- UG Internal examinations are conducted in December/January for 1st, 2nd, 3rd year students. For PG programs the internal examination is conducted by the respective faculty members with prior information to students about the schedule.
- Practical examination for Science stream and Arts (Geography, Psychology) is conducted before Term end examination.
- Apart from these PG students have to submit one assignment and one seminar presentation in each paper before semester Term end examination. The student collects material from library and internet in consultation with the class teacher.
- After the examination is over each faculty member of the respective department evaluates the answer scripts and shows the evaluated scripts to students for verification and transparency.
- The objective of the assignment/project work in PG course is to augment their knack for research through material collection, critical thinking, analytical skills, and collaborative learning skills.
- Along with the continuous internal evaluation, some

departments organize educational tours to give students first hand/ practical knowledge.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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.
B. Any 3 of the above
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

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

54

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

0

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

1.3 - Curriculum Enrichment

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

- Issues related to Professional Ethics, Gender, Human Values, Environment and sustainability have been incorporated in the syllabus of various courses under SNPV, Raigarh.
- Environment Study is prescribed as a compulsory paper for Semester I of all UG programs in which students learn about natural resources, pollution and remedial measures, conservation of nature, biodiversity and sustainability of environment.
- Gender related study is part of English Literature course. In Women Studies students read theory of Feminism along with writings of male and female authors comparing presentation and interpretation of various social and psychological issues of women down centuries.
- In Political science and Sociology students learn about gender

rights, legal rights of women, gender and society and women's representation in the decision making process.

- In psychology, students learn gender behavior in domestic, work place, economic and social activities along with issues like dowry problem, female feticide, domestic violence and remedial measures for gender parity. Also gender sensitization programs are conducted by the college.
- The students learn about professional ethics through practical conducts and behavior in class rooms, NCC and NSS training camps and extra-curricular activities. Through value education like Yoga and meditation students deepen their awareness of moral human values and discipline in society.

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.	No File Uploaded

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	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	View File

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

82

File Description	Documents
Any additional information	No File Uploaded
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	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
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 students admitted during the year

1769

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

1769

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

- Most of the students are from vernacular medium, so they hesitate to interact with the teachers. So each teacher identifies the slow learners according to their response to questions during lectures in the classroom.
- Students are further identified as slow learners and advanced learners based on their performance in class tests and term end examination. Those scoring sixty percent and above marks are put in fast learner category.
- Advanced learners are guided to use internet and acquire new and advanced information on their subjects to bring out their full potential. Their creative abilities are developed through writing in wall and college magazine.
- A friendly environment is created to improve communication skills of advanced learners as anchors in conducting various departmental and college programs.
- Those students in ATKT category are considered as slow learners and groomed separately by the concerned teacher to clarify doubts in extra class and by providing books and solved question papers.
- The slow learners also take part in group discussions on assigned topics with advanced learners so that they are participate in these and learn to shed off their inhibitions.

- To motivate new students every year during Induction program the meritorious students in various academic, co-curricular and extra-curricular activities are specially feted.

File Description	Documents
Paste link for additional information	Nil
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
4143	37

File Description	Documents
Any additional information	No File Uploaded

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

- For students of Science, Computer Application and Arts (Geography and Psychology) which requires practical learning through experiment either in laboratory or in the field the teachers adopt group-based experiments for better understanding.
- Besides lecture-based teaching through PPT, some departments use aids of data charts on relevant topics. Online teaching platforms like Teachmint, Google Meet and Microsoft Team etc. have been used by teachers in view of the COVID Pandemic.
- They are provided study materials and links of on net E-resources i.e. PDF, YouTube Videos etc. for reference materials and websites on their WhatsApp groups.
- Participative learning is encouraged through group discussions and PPT presentations of seminars and projects by students.
- In view of the unusual student-teacher ratio in class rooms, the college has mentoring practice in place through which each regular teacher is assigned some students.
- They meet periodically to discuss the student's problems of academic, personal or psychological nature to counsel them.
- It is seen that some rural students attend classes after long interval. Once identified, they are advised to meet the

subject teachers or their mentors to share their problems and update their course.

- The respective teacher/mentor create group network through Whatsapp to connect to students. It ensures more regular attendance better results, a better ambiance on campus.

File Description	Documents
Upload any additional information	No File Uploaded
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

- IQAC cell has taken pro-active steps to motivate all faculty members for integration of ICT in developing quality education and personality of students.
- In the current session after lock down of colleges due to outbreak of COVID 19 many online teaching platforms like Google Meet, Microsoft Team, Teachmint etc. have been used by teachers for teaching and seminar presentation by students in the class.
- Most of the teachers use PPT and innovative ways both the slow and fast learners to optimize their abilities in the class tests conducted online from time to time.
- Use of ICT helps in providing flexible education, learner motivation and autonomy, access to teachers and E-resources for all students.
- It is a more planned and organized system of education for more practicable teaching- learning activity and helps to minimize problem of student indiscipline and unrest in campus.

Our faculty members are accessible to sincerely guide the students on how to access online course materials on internet web portals and make proper use for learning and research.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

37

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

2.4 - Teacher Profile and Quality

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

37

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

22

File Description	Documents
Any additional information	No File Uploaded
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

437

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.

- The academic performance of the students is evaluated through Continuous Internal Evaluation (CIE) mechanism devised by College Examination Cell as per university guidelines.
- Two internal Tests (10 Marks of best of 02 Tests) and one 01 assignment submission (of 10 marks) total 20 marks in each paper are conducted by the college prior to the Term end Examinations at both UG & PG level.
- In the paper on Communication skill in FC English in UG Six semester Viva voce test is conducted individually or in small groups.
- Prior schedule for internal test (UG) is announced in each semester and the question paper is set by each class teacher as per units completed.
- Each teacher provides the evaluated answer scripts to the students and questions are discussed.
- If there is any error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student.
- Assignments for seminars are given to each student by respective faculty member one month in advance.

- In PG classes seminars are conducted and each student presents paper followed by interactive discussion.
- Internal marks of the students are submitted by college on online university portal for final semester result.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

- The academic performance of the students is evaluated through Continuous Internal Evaluation (CIE) mechanism devised by College Examination Cell as per university guidelines.
- Two internal Tests (10 Marks of best of 02 Tests) and one 01 assignment submission (of 10 marks) total 20 marks in each paper are conducted by the college prior to the Term end Examinations at both UG & PG level.
- In the paper on Communication skill in FC English in UG Six semester Viva voce test is conducted individually or in small groups.
- Prior schedule for internal test (UG) is announced in each semester and the question paper is set by each class teacher as per units completed.
- Each teacher provides the evaluated answer scripts to the students and questions are discussed.
- If there is any error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student.
- Assignments for seminars are given to each student by respective faculty member one month in advance.
- In PG classes seminars are conducted and each student presents paper followed by interactive discussion.
- Internal marks of the students are submitted by college on online

university portal for final semester result.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

- Geography - study of physical, economic and other climatic conditions of India and the world.
- Economics- study the aspects of Indian and World economy.
- English - It increases self-confidence with speaking skills for jobs in the public and private sector, communication media.
- Hindi- Students gain extensive knowledge of both Hindi language and literature.
- History- to create a sense of awareness to reconstruct a proper perspective of past history.
- Political Science- Study Indian Constitution, Government and Politics, International relations.
- Psychology - study and application of Psychology as counselor and psychiatrist.
- Sanskrit- knowledge of Indian history through study of Vedas, Upanishads and ancient texts by our sages.
- Sociology - knowledge of society and how to handle social problems for harmony.
- Commerce- The courses help to understand Accountancy, Auditing and develops entrepreneurship skill.
- Computer Application - knowledge of computer and how to handle it with soft ware and hardware.
- Chemistry - The students learn about fundamental and applied Chemistry.
- Physics- To gain knowledge of the experimental aspects of modern Physics, electrical, classical mechanics, and optics.
- Mathematics - The course provides advanced studies related to Applied, pure mathematics, Computer applications.
- Botany- The course gives knowledge about microbiology, biotechnology, plant taxonomy, plant biochemistry, ecology.
- Zoology - The course helps students to understand invertebrates, chordates, economic Zoology, genetics, etc.
- Students are taught and evaluated through internal tests and

external examinations.

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

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

- For program outcome, on successful completion of the final year examination in UG and PG the average percentage of students passed as against their total enrollment and appearance in the examination is calculated.
- The average passing out in individual in 2020-21 UG programs ranges from 75% - 100% while the same in PG programs is around 100%.
- To encourage the students each year top scorers of all programs are awarded gold medals during Annual Cultural Meet.
- Analysis of each semester result helps in tracing the Course outcome of the UG class through the average success rate of students passing out in different division.
- Another method is based on feedback forms filled by the students to provide inputs on teaching-learning drawbacks, and merits of the departments and its faculty members.
- Course Outcomes are also measured on the basis of performances of the students both in curricular and co- curricular activities along with class activities, laboratory work and their role in departmental activities.
- Students' performance is observed continuously on their regularity, receptiveness, and participation in class discussions to assess their overall behavior and personality. Their performance in the internal examinations provides the initial clue of their learning outcome.

File Description	Documents
Upload any additional information	No File Uploaded
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

1252

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)

<https://www.kgcollegeraigarh.ac.in/Aboutdocuments/88.pdf>

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

3.1.3.1 - 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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

- The college has produced an environment for innovation and other initiatives for creation and transfer of knowledge.
- During lock down after COVID 19 faculty members have used online platforms i.e. Google Meet, Microsoft Teams, Teachmint and Zoom etc. for regular teaching.
- Video Lectures have been prepared on different topics by our faculty members and uploaded on state education portal <https://www.cgschool.in> for easy access of students.
- The college has a Research and Development Committee to monitor and address the issues of research by faculty members.
- The faculty members are motivated to enroll in PhD program and pursue research activities and organize webinars and FDPs utilizing the existing department facilities.
- Provided guidance for publication of papers/articles in reputed journals.

- There is marked increase in the publication rate by the faculty members. In last year 11 research papers have been published in national and international journals and books.
- NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.
- Our Red Cross society members took initiatives during COVID19 for vaccination and take remedial measures to prevent further infection.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

22

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - 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 college imparts value education and awareness of social responsibility through various extension activities like NCC, NSS, Red Cross, and other governmental programs i.e. SWEEP,

Health Care, Girl Child education, etc. to inculcate in the students the best way of being a responsible citizen.

- Following extension activities are conducted by the institution to educate students about social responsibility and involve them with the neighbourhood community:
- NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.
- Our Red Cross society members took initiatives during COVID19 for vaccination and take remedial measures to prevent further infection.
- Red Cross Unit of the College organized 02 Lectures & discussion on Corona-Communicable Disease and Its Prevention among faculty members and students of all colleges of district on 13 & 21 Mar 2020 and 01 online quiz competition 27-29 Aug 2020.
- NCC cadets of the college worked with Traffic management staff from 2-27 May 2020 to spread Corona Awareness among public.

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

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

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

03

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

3.4.3 - 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

3.4.3.1 - 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

8

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1078

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

01

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

01

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 adequate infrastructure and physical facilities such as class rooms, Laboratories, computer lab and seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. In case of any repair this is done from college contingency fund.
- The cleaning of class rooms, laboratories and furniture is done by the class IV staff assigned for this purpose.
- Adequate drinking water is supplied through tube-well.
- Electrical and plumbing maintenance service done by the office as and when a letter is forwarded by the concerned HOD to the

principal.

- A botanical garden is being developed with the contribution of alumni.
- The college has one computer lab with LAN connection which is maintained by college development fund.
- The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.
- The regular maintenance of the building and other physical facilities are done by PWD as it is a government institution.

File Description	Documents
Upload any additional information	No File Uploaded
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 college has a big seminar hall which is also used for all cultural and co-curricular activities such as folk dance, classical dance, drama, debate, essay writing, speech and many other activities. All these activities help the students to develop their personality.
- The college has a permanent concrete outdoor stage which is used during annual day ceremony.
- The college has a play ground, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.
- The college has a cricket turf which is the only cricket turf in a government college of Chhattisgarh state. It has definitely played a great role in polishing the players for state level tournaments.
- The multipurpose seminar hall of the college easily accommodates 80 participants while practicing yoga. Prior to the International Yoga Day on 21 June of every year, the teaching and clerical staff and students practice yoga in the hall.

• Thus participation of students in various sports, games and cultural activities help students in developing interpersonal interaction, team spirit and leadership.

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.

05

File Description	Documents
Upload any additional information	No File Uploaded
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)

119.63483

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 automation process is being undertaken by Alumni Association to be funded and completed by their support.

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 D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

0.059

File Description	Documents
Any additional information	No File Uploaded
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

349

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

4.3 - IT Infrastructure

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

- Kirodimal College, in order to cope with the age of modern technology, has attempted to update itself by procuring IT facilities in the institution.
- Computer science department observes the activities of the students as there is a high percentage of variability to deviate in the vast domain of Big Data.
- Constant guidance is provided to them and at the very same time, they are encouraged to restrain their digital surfing in accordance with the syllabi or any other related arena.
- The College has a computer Laboratory with requisite numbers of computer and these 33 computers are made accessible to the students to instill the IT skill in them.
- The college has developed one smart class room and an ICT enabled seminar hall, for conducting classes for the students. Seminars, various Workshops are also conducted in the Conference hall with an LCD projector and screen.
- The college is in possession of eighty seven (56) Desktops and some computers are used by students and the rest are used by the office and teaching community for administrative and academic purposes.
- The colleges also possession of other ICT equipments such as printers, photocopiers, projector screens and speakers which are used for the students and office work.

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

4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

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

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)

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.

- The college has adequate infrastructure and physical facilities such as class rooms, Laboratories, computer lab and seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. In case of any repair this is done from college contingency fund.

- The cleaning of class rooms, laboratories and furniture is done by

the class IV staff assigned for this purpose.

- Adequate drinking water is supplied through tube-well.
- Electrical and plumbing maintenance service done by the office as and when a letter is forwarded by the concerned HOD to the principal.
- A botanical garden is being developed with the contribution of alumni.
- The college has one computer lab with LAN connection which is maintained by college development fund.
- The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.
- The regular maintenance of the building and other physical facilities are done by PWD as it is a government institution.
- For maintenance of physical, academic and support facilities the college uses Amalgamated (AF) / Janbhagidari Samiti fund from time to time with approval from principal and respective committees.

File Description	Documents
Upload any additional information	No File Uploaded
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

3460

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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**

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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 benefitted 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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

372

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

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

10

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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)

- The college has various academic and administrative bodies that aid in its smooth functioning. All these bodies have student representatives on board: Students' Union Advisory Committee: The committee monitors various activities throughout the year like organization of cultural events, sports and co-curricular activities. It also plays a major role in organizing talks, student seminars, debates, etc.
- Discipline and Anti-Ragging Committee: The Discipline Committee ensures maintenance of discipline in the college with regard to ragging, eve teasing and any kind of misdemeanour shown towards the staff.
- Internal Complaints Committee: The committee deals with issues of sexual harassment as and when they arise.
- Magazine Committee: The committee encourages students to write for the college magazine, collects articles, screens them and plays a major role in the publication of the college magazine.
- Sports Committee: The Committee helps the Sports Officer during selection of players for various teams. It also helps in conducting the annual Athletics Meet and various intra-college and Open tournaments.

- **PG Departmental Councils:** All PG departments of the college have their student council in which the students as members help organize various functions of the department.
- **Students' Union** of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus.

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

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

0

File Description	Documents
Report of the event	No File Uploaded
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

Although college had formed Alumni Association during the first cycle NAAC assessment (Feb 2010) and Alumni members had contributed Rs 325000/- it could not be formally registered. In 2018-19 Alumni Fund received Rs.2 Lakh for garden development. Since then from time to time the alumni members have been invited by different departments.

At the Department level most of the departments conduct annual

alumni meet and the senior alumni members are felicitated. The old and retired alumni explain their experiences and also share their vision for the development of the institution. Actually these meets inspire students for higher achievements. Many alumni in active service advise the students how to get different jobs by preparation in a focused manner.

Our College Alumni Association has been formally registered as per Chhattisgarh Government Society Registration Act on 18 August 2021. Alumni Association has actively contributed in developing the college Botanical Garden. The digitization of the college library is under process for benefit of the students. The college has Rs 625000/- in Alumni account for timely upgrading of different needs of the college as and when approved by Alumni body.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

Vision: The vision of the college is enshrined in the Logo itself which proclaims "Vinayat Shobhate Vidya" which means "Humbleness graces knowledge". To fulfill the vision, the College follows a path of continuous work along with its monitoring and requisite modification in the following manner:

- Faculty members, under the guidance of the affiliating university continuously engage themselves in framing the syllabi in such a way that a liberal view about theory and its practice can be presented before the students.
- Encouragement is provided to build up true leadership quality

among the students in a just and equitable way by engaging them in activities like Students' Union, NCC and NSS etc.

Mission Statement: Formation of different committees comprising all stakeholders of the college under guidance of IQAC for coordinating important administrative, academic and extra-curricular activities of the college:

- Institute has a mechanism for delegating authority and providing operational autonomy to the various functionaries to work towards decentralized governance system.
- Principal level: All the administrative, academic and operational decisions are taken by Principal based on government policy.
- Faculty level: Faculty members are given representation in various committees/cells and functional autonomy as leaders in conducting various academic, examinations, co-curricular and extracurricular activities.
- Student level: Students are given active role of responsible leadership through Students Union to perform as individual/group coordinator of cultural, sports, co-curricular and extracurricular activities in campus and outside social service.

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

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

1. The work of the college administration is decentralized and various committees are formed at the beginning of the academic year as follows:
 1. The examination committee constituting a Superintendent and two or three Assistant Superintendents conducts various semester examinations and competitive examinations whenever required by the government.
 2. The admission committees undertake admission of students to different Programs of the college.
 3. Time Table committee prepares the combined routine and hands over the routine to the individual department.

4. Cultural committee arranges the entire cultural program including annual cultural festival. The committee also observes all the important national and international events in the college.
5. The disciplinary committee looks after the overall discipline of the college so that students try to maintain the rules and regulations of the college.
6. The academic committee looks after the overall management of teaching and learning activities of the college.
7. The finance and purchase committee looks after the purchase of various equipments, instruments, chemicals, furniture, etc. including infrastructure development.
8. Extra Curricular Activity Cell Committee encourages students to participate in debates arranged in the college campus and also take active part in various inter-college competitions.
9. Every committee is led by a convener and few members and these committees help to formulate and implement the strategic plans of the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Although a Government College under DHE, all internal strategies are framed by the college for the smooth functioning of the college.
- The academic calendar is prepared by the Academic Committee and the combined routine of the institution is prepared by the Time table Committee at the beginning of each academic year.
- The Time table Committee first prepares the individual routine of Science, Arts, Computer Science and Commerce in consultation with each department. The combined routine is then prepared and handed over to the Principal for central monitoring.
- Syllabus coverage is monitored by the Head of each department. Extra classes and revision classes are also taken for slow learners.
- Study materials, question papers of the preceding years are provided to advance as well as slow learners.
- Library facilities, INFLIBNET facilities are also rendered to

the students by this institution. There is PG departmental library where reference books are issued to students.

- ICT enabled classes particularly through PPT are also taken by some teachers to explain certain difficult topics in the easiest way.
- Study tours, field visits are arranged occasionally in some departments to enhance the experiential learning process.
- For the proper guidance of the students, there is a mentor and mentee system.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

- The Principal as the head of the institution along with the members of the Teachers' Council maintains a congenial and academic environment of the college.
 - Major policy decisions are communicated to the college through the Commissioner, Higher Education.
 - In the college, the Principal is the apex authority and he is assisted by the Secretary, Staff Council and various committees. The Principal executes academic and administrative plans and policies with the help of various Committees and Cells.
 - For management of the college activities the college also has NCC and NSS wings, IQAC Cell, NAAC Cell, and RUSA Cell.
 - There are 42 committees and cells for smooth running of all administrative, academic and curricular activities.
1. Appointment- Appointment of Assistant Professors is done through CGPSC of candidates having NET/SET/PhD. Non-teaching staff (Grade III & IV) i.e. Lab Technician, Lab Attendants, Peons and gardeners is made through tests and on compassionate ground as per government policy. Recruitment of Guest Lecturers is done by the college as per DHE guidelines. Supporting staffs for Day and Night Watchman is maintained in the college through outsourcing from local Security Service organizations.

Promotion Policy -Career Advancement Scheme (CAS) of the regular Faculty members is done by DHE as per UGC norms. Promotion of non-teaching employees is done as CG Govt. policy.

Service Rules- All the employees of the college follow Chhattisgarh/MP Civil Service (conduct) Rules 1965.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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 inter faces	No File Uploaded
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 institution has various effective welfare measures for teaching and non-teaching staff. Some of them are:

1. The salary component and other monetary benefits are given as per the recommendation of the UGC for Assistant Professors and Associate Professors and state pay commission for non-teaching staffs respectively.
2. Annual Increment @ 3% is given every year in July for every teaching and non-teaching staff of the college.

3. Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government.
4. The Assistant Professors and Associate Professors with M Phil and Ph.D. degree get incremental benefit as per UGC rule.
5. Faculty members are encouraged to participate in the Orientation Program/ Refresher Course/ Seminars/ Workshop. Non-teaching staffs are also allowed to undertake various training programs for enhancing their professional knowledge.
6. General Provident Fund facilities, Contributory Provident Fund facilities, Gratuity Pension facilities, Group Life Insurance are provided to both the teaching and non-teaching staff. They also enjoy other benefits like House Rent Allowance, Dearness Allowance.
7. Festival advance is provided for teaching and non-teaching staff.
8. Loan without interest from the General provident fund is there for teaching and non-teaching staff.
9. Medical reimbursement is provided to all employees as per provision of CG Govt.
10. Both teaching and non-teaching staff can avail of Casual Leave, Earned Leave, and Medical Leave.
11. Benefits of availing Child Care Leave, Maternity Leave, Paternity Leave as per state rules are also provided to the staff.

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

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

34

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. For this purpose, all regular Gazetted officers (Teaching Faculty) are given Performance Based Appraisal System (PBAS) format for their self-appraisal annually along with ACR (Annual Confidential Report) forms to be filled individually. Each (PBAS) form is verified in consultation with the IQAC members and each ACR form is assessed confidentially by the Principal and then sent to Additional Director Bilaspur Zone for further assessment. These PBAS and ACR forms are further sent to Directorate of Higher Education, CG Govt. for further action. In case of promotion these PBAS and ACR are the basis for Career Advancement.

Non-teaching employees are also given Annual Confidential Report format and these are assessed by the Principal and sent through the Additional Director, Bilaspur Zone to DHE CG Govt. Their promotion is based on these ACRs along with their seniority which is conducted by the Department of Higher Education from time to time.

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

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 college maintains its cash books and stock registers as per the guide lines followed in the government offices.
- Accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly.
- As our College is a Government Institution the college can only conduct internal audit (verification of the Cash Book/Account register) from time to time by faculty members of Economics, Commerce and Mathematics departments.
- However, departmental stock of books and other equipments is done annually after March through College audit committee which includes faculty members.
- Normally the DHE initiates audit in colleges where the Principal/DDO retires from government service. The spectrum of the audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government.
- In our institution last government audit by DHE was conducted recently (20-22 Sept 2021) of Dr A K Shrivastav, Principal In-charge for his period of service (April 2012 - April 2016).
- External audit from Chartered Accountants for the procurement made from UGC/Autonomous/ Janbhagidari/ Alumni Fund have been completed from upto March 2021.
- There also is a provision of a special audit in case of any complaint regarding financial misappropriation. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of Chhattisgarh.

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

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 availability of resources is essential for management of any institution, so our college receives grant from State and national funding agencies. The Principal as the Drawing and Disbursing Officer (DDO) of the college monitors the use of the resources received from the government through discussion with the Planning and Purchase committee. The Government fund, RUSA fund, and UGC fund are utilized by the Drawing and Disbursing Officer in collaboration with Planning and Purchase committee and coordinators of RUSA, UGC and IQAC. The allocated funds are utilized to purchase equipment, chemicals, organize seminars, workshops and conferences, etc. The Principal makes recommendations for better handling of resources and effective mobilization of available funds for the betterment of the students, teaching and non-teaching staffs.

For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. Our institution has a botanical garden and a green campus maintained by the fund provided to the college. For maintenance and upgrading of the existing facilities the college has a separate fund for payment of recurrent bills for electricity, water, internet and telephone. All miscellaneous expenses are met with Amalgamated funds.

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

- Post accreditation Internal Quality Assurance Cell (IQAC) has been formed by the college on 26 November 2012 which initiates all efforts of the college towards achievement of excellence in different areas.
- Our institute has various committees and cells constituting of a coordinator and a few members who work for the quantitative and qualitative changes in the area specified by the College and IQAC cell reviews the proceedings of each committee.
- IQAC also conducts academic audit (internal) of the college to review the academic achievements of faculty members, documentation of the various programs/activities across different units and departments of the college.
- It also collects and analyses feedback from the students, parents and updates on the institutional website.
- Measures and strategies to be implemented for quality assurance are regularly discussed in the IQAC meetings.

Quality Enhancement Initiatives:

Advance Action Planning: In chalking out the annual action plan for conducting various activities in coordination with Academic calendar, all HODs, program coordinators of NCC and NSS units are invited to the meeting of IQAC.

Students' Feedback: IQAC Cell of the College collected online feedback from UG and PG students in the academic session. The feedback received is discussed by IQAC members with Head of the Departments for taking initiatives in quality sustenance.

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

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

As per the recommendations for quality enhancement of the institution of the NAAC Peer Team report February 2010 following quality initiatives have been undertaken by IQAC:

Syllabus Revision: Our faculty members are encouraged to participate

in the university committees to frame quality syllabus.

Examination Reform: For UG & PG programs the college continues examination reform as per affiliating university.

Use of ICT & Online Teaching- Another reform facilitated by IQAC is enhanced use of ICT and online in teaching and learning processes. The departments were asked during COVID pandemic to take class on online teaching platforms like Google Meet, Webex, Teachmint, Microsoft Team and use of PPT.

Implementation of Feedback System - The College reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. HODs are conveyed through meeting to monitor formal classroom feedback apart from the student satisfaction survey (SSS) to review the teaching process and take required steps for further improvement.

Activation of Placement & Guidance Cell: Due to COVID pandemic the process could not be continued. 09 PG students have cleared NET examination and 25 have been selected as Assistant Professor by CGPSC.

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

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	No File Uploaded
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

Being a co-education institution Kirodimal College is always sensitive towards problems pertaining to the girls students for their physical and mental wellbeing by providing them education for social, political and economic betterment.

a) Safety and security - To ensure a safe campus and a secured environment the college has embarked upon the following initiatives:

- The regular presence of a gatekeeper.
- A Complaint Box is there for the students in the office.
- There is an Anti-ragging and sexual harassment cell in the college to deal with the problem.
- Maintenance of First-Aid Box by the NSS and NCC units and in the main office.
- Separate toilets for the male and female teaching and non-teaching staff.
- Separate toilets for boys and girls.
- Identity Cards are issued to all students.

b) Counseling - The College is continuously working to nurture a healthy environment, for which Counseling cell is set up for the benefits of students. Time to time counseling is provided to both boys and girls if they face any problem regarding their studies or any other personal problem by faculty members especially Psychology Department.

c) Common Rooms - The College has separate Common room for Girls.

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

C. Any 2 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

Solid Waste Management- To keep the campus neat and clean, the college has placed solid waste disposal boxes in different corners of the college campus to dispose trash. For the solid waste generated in laboratories of different science departments such as broken glass, packing, paper, samples etc. especially the chemistry these are disposed of in separate boxes kept for this purpose only. The solid waste like broken furniture of wooden and iron material is brought to re-use after assembling the useable parts otherwise disposed through auction as per government rule.

Liquid Waste Management- The liquid waste management is well maintained by the college. The chemicals discharged from the chemistry laboratory during experiment are disposed of outside the lab through a separate drainage pipe in a soak pit, so that the waste does not affect the nearby soil where there is vegetation.

E-waste management- Being a government institution E-waste cannot be disposed of without the permission of DHE. However, the college

maintains disposal of damaged e-waste like dysfunctional computers, digital apparatus like Mother Board, Hard Drive, Key board etc. are stored in a separate room for record and timely disposal after due permission.

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

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 **D. Any 1 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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
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

D. Any 1 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).

India is a country of diversity where people belonging to different religious, racial, cultural and linguistic identities live together harmoniously. Keeping this in view, Kirodimal College strives to maintain harmony and goodwill among the students.

In extension activities participation of faculties, students and non-teaching staff is commendable. All students are fully involved in the various activities like national festivals, awareness rallies, government programs and campaigns. Environmental awareness, social harmony, unity, and moral values are displayed through flex boards in the college campus. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities.

The college celebrates Republic Day, Independence Day, Rastra Bhasha Divash, Gandhi Jayanti and Rashtriya Ekta Divas every year with great honor and respect. These programs organized by the college promote greater values of life, love, integrity, fraternity and patriotism in the minds of the students. The NCC cadets and NSS volunteers collect money from students, teachers and office staff of the college for contribution to the Armed Forces Flag Day to show regards to the armed forces for their services to the nation. Thus the institute plays a positive role as a catalyst for national integration in inducing a sense of commitment and responsibility towards nation, society and humanity at large among the students.

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

- Every year 26th November is celebrated as 'Constitution Day'. Various types of activities are arranged by Department of Political Science through Lectures of eminent speakers to encourage students to take part in the political process. The college SWEEP team has taken initiative to organize debates and competitions in which successful students are awarded on 25th January (National Voters Day).
- On 26th January 'Republic Day' is celebrated every year when national flag is hoisted to commemorate the adoption of the constitution. On this day speeches on constitution formation and its importance are delivered by faculty members and Principal of the college. The students get to know their duties towards their motherland and also the rights provided to each individual by our constitution.
- 'Independence Day' is celebrated annually on August 15 by hoisting the national pride tricolor flag at our college premises by the Principal. Observance of this day makes us aware of our duties towards our nation and helps to promote patriotism and national unity.
- National Unity Day is observed on 31st October by the institute to commemorate the birth anniversary of freedom fighter Sardar Vallabhbhai Patel who had united all the kingdoms after independence. Students are made aware of the importance of uniting the nation and the contribution of Sardar Patel in this great national effort.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

File Description	Documents
Code of ethics policy document	View File
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 Institution organizes following important national and international events each year:

- 26th January Republic Day is celebrated every year to commemorate the adoption of the Constitution.
- 28th February National Science Day is celebrated to commemorate the birth day of Indian scientist C. V. Raman.
- 8th March International Women's Day is observed in the college every year to help students eliminate discrimination against women.
- 21st June International Yoga Day is observed early in the morning by practicing Yoga, Pranayam, Meditation by students, teaching and non-teaching staff of the college.
- 15th August Independence Day a grand event is celebrated very year by the college with the unfurling of the flag by the Principal of the college.
- 5th September is celebrated as Teachers' Day by students to show their regards to the teachers.
- 2nd October Mahatma Gandhi Birth Anniversary is celebrated in

a befitting way through cleanliness and plantation activity.

- 31st October Birth Anniversary of Sardar Ballabh Bhai Patel is celebrated as National Unity Day (Rastriya Ekta Divas).
- 26th November Constitution Day is celebrated to commemorate the adoption of the constitution by constituent assembly.
- 1st December World Aids Day is observed to raise awareness of HIV infection.
- 7th December Indian Armed Flag Day is commemorated by NCC and NSS students of College with teaching and non-teaching staff.

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	No File Uploaded
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.

Title- Health Awareness & Preventive Medicare for Students:

2. Objective - The main objective of this best practice is to create health awareness among the students and ensure their fitness through extensive activity by Red Cross society.

3. The Context- For enrollment in different extension activities like NSS, NCC and sports blood group test is essential. During extension activities by cadets it is observed that knowledge of most health care related govt. schemes can be spread through help of students.

4. The Practice - Our Red Cross society has in last session included National De-worming scheme and National Filaria Control Program (APELF) through which students are provided medicines for self medication as well as for their family members. Most of these tests are conducted by medical officers and technicians of District Hospital.

5. Evidence of Success- This practice has been beneficial for providing our students with free de-worming medicines as well as their health check up in a coordinated manner. Most successfully,

through them the college has spread awareness about the different government sponsored health scheme among their families and neighbours in the distant villages who live in below poverty lines.

6. Problems Encountered & Resources Required - During planning it is observed that for testing of large number of students the assistance of trained health official with requisite machinery is needed.

7. Notes: This practice can be implemented in other educational institutions as effective medium for campaign of Govt. Health schemes.

BEST PRACTICE 2

1. Title- Popularizing Yoga Culture & Holistic Development of Students:

2. Objective- The main objective of this best practice is to create awareness among all students regarding benefit of Yoga practice in coordinating body and mind for overall fitness.

3. The Context- Practice of yoga is generally limited to some specific religious practitioners or organizations. Being a government college it is observed that staff and students require certain training to face the stiff competition and de-stress themselves during examination.

4. The Practice - With the advent of International Yoga Day we perceived an opportunity to implement this effectively. This year on 21st June it was held to teach the students skills and providing support to students individually and in small groups to monitor their physical and mental health and progress in their studies.

5. Evidence of Success- This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus.

6. Problems Encountered and Resources Required- Initially our staff members conducted this program with students. But there was requirement to arrange for more motivation and some training by professional teachers and society.

7. Notes: This best practice helps groom the students as well as popularize Yoga culture on and off the campus. Other institutes can implement this practice and help students for physical and mental fitness and holistic development.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

Developing Communicative Skill:

Another distinct practice of our institution has been to provide all under graduate students standard communicative skills in English language. So a compulsory paper on Communicative skills in English has been introduced since 2015 for the UG final semester students. In addition to teaching of basic grammatical knowledge the students are taught speaking skills through support of class teachers individually and in small groups. Each student has to submit an assignment and viva voce test is conducted to evaluate their progress. Thus the students are being groomed to acquire communicative skills in English to help them express better in their work sphere after passing out from college.

Creating Placement Opportunities for Students:

In order to provide excellent placement opportunities to the students, the institution has been conducting campus recruitment since 2016 in association with Vedanta Group of Industries located in Jharsuguda (Odisha) and BALCO, Korba. 68 students have been recruited so far and effort is on to invite some more local industries in the coming years. We are in communication with some of the local industries to increase our student placement in future. This is also a distinctive effort initiated by our institute although it does not provide technical education.

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 college prepares academic calendar for each session as per the guidelines of the affiliating Saheed Nandkumar Patel Vishwavidyalaya Raigarh incorporating the vacation and holidays in terms of course completion, internal assessment and practical examinations.
- Each faculty member prepares Teaching plan semester/month wise for each course- dividing the curriculum into classroom sessions and practical hours.
- Project works, assignments, seminars and field study trips are also planed keeping in view the requisites of the program.
- The schedule of internal test/seminar for PG class is planned by the respective departments and topics for seminar/assignments are also allotted to students well in advance.
- Primarily the teachers follow trusted chalk and talk-lecture method. However, some of the teaching faculties teach through latest technology like OHP and LCD projectors to supplement classroom lectures.
- The students are taken for educational tours to industrial/trade fairs, exhibitions and on excursion to places of historical importance to provide them first-hand knowledge of various aspects.
- Each faculty member maintains a teaching diary mentioning teaching plan and date wise lessons completed which is verified by HOD of each department at the end of every month.
- Principal reviews the completion of the syllabus in periodic meetings.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous

Internal Evaluation (CIE)

- The college adheres to the academic calendar of affiliating ABV & SNP Vishwavidyalay for implementation of continuous internal evaluation system.
- Accordingly, the academic calendar includes information regarding commencement of examination and College Examination Cell notifies schedule for UG internal examination for different programs.
- UG Internal examinations are conducted in December/January for 1st, 2nd, 3rd year students. For PG programs the internal examination is conducted by the respective faculty members with prior information to students about the schedule.
- Practical examination for Science stream and Arts (Geography, Psychology) is conducted before Term end examination.
- Apart from these PG students have to submit one assignment and one seminar presentation in each paper before semester Term end examination. The student collects material from library and internet in consultation with the class teacher.
- After the examination is over each faculty member of the respective department evaluates the answer scripts and shows the evaluated scripts to students for verification and transparency.
- The objective of the assignment/project work in PG course is to augment their knack for research through material collection, critical thinking, analytical skills, and collaborative learning skills.
- Along with the continuous internal evaluation, some departments organize educational tours to give students first hand/ practical knowledge.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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.

B. Any 3 of the above

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

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

54

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

0

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

1.3 - Curriculum Enrichment

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

- Issues related to Professional Ethics, Gender, Human Values, Environment and sustainability have been incorporated in the syllabus of various courses under SNPV, Raigarh.
- Environment Study is prescribed as a compulsory paper for Semester I of all UG programs in which students learn about natural resources, pollution and remedial measures, conservation of nature, biodiversity and sustainability of environment.
- Gender related study is part of English Literature course. In Women Studies students read theory of Feminism along with writings of male and female authors comparing presentation and interpretation of various social and psychological issues of women down centuries.
- In Political science and Sociology students learn about gender rights, legal rights of women, gender and society and women's representation in the decision making process.
- In psychology, students learn gender behavior in domestic, work place, economic and social activities along with issues like dowry problem, female feticide, domestic violence and remedial measures for gender parity. Also gender sensitization programs are conducted by the college.
- The students learn about professional ethics through practical conducts and behavior in class rooms, NCC and NSS training camps and extra-curricular activities. Through value education like Yoga and meditation students deepen their awareness of moral human values and discipline in society.

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.	No File Uploaded

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	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	View File

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

82

File Description	Documents
Any additional information	No File Uploaded
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

A. All of the above

**from the following stakeholders Students
Teachers Employers Alumni**

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

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
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 students admitted during the year

1769

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

1769

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

- Most of the students are from vernacular medium, so they hesitate to interact with the teachers. So each teacher identifies the slow learners according to their response to questions during lectures in the classroom.
- Students are further identified as slow learners and advanced learners based on their performance in class tests and term end examination. Those scoring sixty percent and above marks are put in fast learner category.
- Advanced learners are guided to use internet and acquire new and advanced information on their subjects to bring out their full potential. Their creative abilities are developed through writing in wall and college magazine.
- A friendly environment is created to improve communication skills of advanced learners as anchors in conducting various departmental and college programs.
- Those students in ATKT category are considered as slow learners and groomed separately by the concerned teacher to clarify doubts in extra class and by providing books and solved question papers.
- The slow learners also take part in group discussions on assigned topics with advanced learners so that they are participate in these and learn to shed off their inhibitions.
- To motivate new students every year during Induction program the meritorious students in various academic, co-curricular and extra-curricular activities are specially feted.

File Description	Documents
Paste link for additional information	Nil
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
4143	37

File Description	Documents
Any additional information	No File Uploaded

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

- For students of Science, Computer Application and Arts (Geography and Psychology) which requires practical learning through experiment either in laboratory or in the field the teachers adopt group-based experiments for better understanding.
- Besides lecture-based teaching through PPT, some departments use aids of data charts on relevant topics. Online teaching platforms like Teachmint, Google Meet and Microsoft Team etc. have been used by teachers in view of the COVID Pandemic.
- They are provided study materials and links of on net E-resources i.e. PDF, YouTube Videos etc. for reference materials and websites on their WhatsApp groups.
- Participative learning is encouraged through group discussions and PPT presentations of seminars and projects by students.
- In view of the unusual student-teacher ratio in class rooms, the college has mentoring practice in place through which each regular teacher is assigned some students.
- They meet periodically to discuss the student's problems of academic, personal or psychological nature to counsel them.
- It is seen that some rural students attend classes after long interval. Once identified, they are advised to meet the subject teachers or their mentors to share their problems and update their course.
- The respective teacher/mentor create group network through Whatsapp to connect to students. It ensures more regular attendance better results, a better ambiance on campus.

File Description	Documents
Upload any additional information	No File Uploaded
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

- IQAC cell has taken pro-active steps to motivate all faculty members for integration of ICT in developing quality education and personality of students.
- In the current session after lock down of colleges due to outbreak of COVID 19 many online teaching platforms like Google Meet, Microsoft Team, Teachmint etc. have been used by teachers for teaching and seminar presentation by students in the class.
- Most of the teachers use PPT and innovative ways both the slow and fast learners to optimize their abilities in the class tests conducted online from time to time.
- Use of ICT helps in providing flexible education, learner motivation and autonomy, access to teachers and E-resources for all students.
- It is a more planned and organized system of education for more practicable teaching- learning activity and helps to minimize problem of student indiscipline and unrest in campus.

Our faculty members are accessible to sincerely guide the students on how to access online course materials on internet web portals and make proper use for learning and research.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

37	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

37	
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

22	
File Description	Documents
Any additional information	No File Uploaded
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

437

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.

- The academic performance of the students is evaluated through Continuous Internal Evaluation (CIE) mechanism devised by College Examination Cell as per university guidelines.
- Two internal Tests (10 Marks of best of 02 Tests) and one 01 assignment submission (of 10 marks) total 20 marks in each paper are conducted by the college prior to the Term end Examinations at both UG & PG level.
- In the paper on Communication skill in FC English in UG Six semester Viva voce test is conducted individually or in small groups.
- Prior schedule for internal test (UG) is announced in each semester and the question paper is set by each class teacher as per units completed.
- Each teacher provides the evaluated answer scripts to the students and questions are discussed.
- If there is any error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student.
- Assignments for seminars are given to each student by respective faculty member one month in advance.
- In PG classes seminars are conducted and each student presents paper followed by interactive discussion.

- Internal marks of the students are submitted by college on online university portal for final semester result.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

- The academic performance of the students is evaluated through Continuous Internal Evaluation (CIE) mechanism devised by College Examination Cell as per university guidelines.

- Two internal Tests (10 Marks of best of 02 Tests) and one 01 assignment submission (of 10 marks) total 20 marks in each paper are conducted by the college prior to the Term end Examinations at both UG & PG level.

- In the paper on Communication skill in FC English in UG Six semester Viva voce test is conducted individually or in small groups.

- Prior schedule for internal test (UG) is announced in each semester and the question paper is set by each class teacher as per units completed.

- Each teacher provides the evaluated answer scripts to the students and questions are discussed.

- If there is any error in the assessment, corrections are duly made by the examiner and the corrected mark is awarded to the concerned student.

- Assignments for seminars are given to each student by respective faculty member one month in advance.

- In PG classes seminars are conducted and each student presents paper followed by interactive discussion.

- Internal marks of the students are submitted by college on online university portal for final semester result.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

- Geography - study of physical, economic and other climatic conditions of India and the world.
- Economics- study the aspects of Indian and World economy.
- English - It increases self-confidence with speaking skills for jobs in the public and private sector, communication media.
- Hindi- Students gain extensive knowledge of both Hindi language and literature.
- History- to create a sense of awareness to reconstruct a proper perspective of past history.
- Political Science- Study Indian Constitution, Government and Politics, International relations.
- Psychology - study and application of Psychology as counselor and psychiatrist.
- Sanskrit- knowledge of Indian history through study of Vedas, Upanishads and ancient texts by our sages.
- Sociology - knowledge of society and how to handle social problems for harmony.
- Commerce- The courses help to understand Accountancy, Auditing and develops entrepreneurship skill.
- Computer Application - knowledge of computer and how to handle it with soft ware and hardware.
- Chemistry - The students learn about fundamental and applied Chemistry.
- Physics- To gain knowledge of the experimental aspects of modern Physics, electrical, classical mechanics, and optics.
- Mathematics - The course provides advanced studies related to Applied, pure mathematics, Computer applications.
- Botany- The course gives knowledge about microbiology, biotechnology, plant taxonomy, plant biochemistry, ecology.
- Zoology - The course helps students to understand invertebrates, chordates, economic Zoology, genetics, etc.
- Students are taught and evaluated through internal tests and external examinations.

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

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

- For program outcome, on successful completion of the final year examination in UG and PG the average percentage of students passed as against their total enrollment and appearance in the examination is calculated.
- The average passing out in individual in 2020-21 UG programs ranges from 75% - 100% while the same in PG programs is around 100%.
- To encourage the students each year top scorers of all programs are awarded gold medals during Annual Cultural Meet.
- Analysis of each semester result helps in tracing the Course outcome of the UG class through the average success rate of students passing out in different division.
- Another method is based on feedback forms filled by the students to provide inputs on teaching-learning drawbacks, and merits of the departments and its faculty members.
- Course Outcomes are also measured on the basis of performances of the students both in curricular and co-curricular activities along with class activities, laboratory work and their role in departmental activities.
- Students' performance is observed continuously on their regularity, receptiveness, and participation in class discussions to assess their overall behavior and personality. Their performance in the internal examinations provides the initial clue of their learning outcome.

File Description	Documents
Upload any additional information	No File Uploaded
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

1252

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)

<https://www.kgcollegeraigarh.ac.in/Aboutdocuments/88.pdf>

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

3.1.3.1 - 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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

- The college has produced an environment for innovation and other initiatives for creation and transfer of knowledge.
- During lock down after COVID 19 faculty members have used online platforms i.e. Google Meet, Microsoft Teams, Teachmint and Zoom etc. for regular teaching.
- Video Lectures have been prepared on different topics by our faculty members and uploaded on state education portal <https://www.cgschool.in> for easy access of students.
- The college has a Research and Development Committee to monitor and address the issues of research by faculty members.
- The faculty members are motivated to enroll in PhD program and pursue research activities and organize webinars and FDPs utilizing the existing department facilities.
- Provided guidance for publication of papers/articles in

reputed journals.

- There is marked increase in the publication rate by the faculty members. In last year 11 research papers have been published in national and international journals and books.
- NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.
- Our Red Cross society members took initiatives during COVID19 for vaccination and take remedial measures to prevent further infection.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

22

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

17

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - 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 college imparts value education and awareness of social responsibility through various extension activities like**

NCC, NSS, Red Cross, and other governmental programs i.e. SWEEP, Health Care, Girl Child education, etc. to inculcate in the students the best way of being a responsible citizen.

- Following extension activities are conducted by the institution to educate students about social responsibility and involve them with the neighbourhood community:
- NCC, NSS cadets visited nearby villages to promote socially relevant knowledge about various governmental schemes to create opportunities for unemployed youth and increase individual savings of families to raise standard of living.
- Our Red Cross society members took initiatives during COVID19 for vaccination and take remedial measures to prevent further infection.
- Red Cross Unit of the College organized 02 Lectures & discussion on Corona-Communicable Disease and Its Prevention among faculty members and students of all colleges of district on 13 & 21 Mar 2020 and 01 online quiz competition 27-29 Aug 2020.
- NCC cadets of the college worked with Traffic management staff from 2-27 May 2020 to spread Corona Awareness among public.

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

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

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

03

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

3.4.3 - 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

3.4.3.1 - 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

8

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1078

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

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
01	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
01	
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.	
<ul style="list-style-type: none"> • The college has adequate infrastructure and physical facilities such as class rooms, Laboratories, computer lab and seminar hall which is used by the students and staff to conduct all the 	

teaching-learning related activities. In case of any repair this is done from college contingency fund.

- The cleaning of class rooms, laboratories and furniture is done by the class IV staff assigned for this purpose.
- Adequate drinking water is supplied through tube-well.
- Electrical and plumbing maintenance service done by the office as and when a letter is forwarded by the concerned HOD to the principal.
- A botanical garden is being developed with the contribution of alumni.
- The college has one computer lab with LAN connection which is maintained by college development fund.
- The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.
- The regular maintenance of the building and other physical facilities are done by PWD as it is a government institution.

File Description	Documents
Upload any additional information	No File Uploaded
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 college has a big seminar hall which is also used for all cultural and co-curricular activities such as folk dance, classical dance, drama, debate, essay writing, speech and many other activities. All these activities help the students to develop their personality.
- The college has a permanent concrete outdoor stage which is used during annual day ceremony.
- The college has a play ground, a basket ball court and facilities for indoor games to help the students practice and

compete in state and national level sports.

- The college has a cricket turf which is the only cricket turf in a government college of Chhattisgarh state. It has definitely played a great role in polishing the players for state level tournaments.

- The multipurpose seminar hall of the college easily accommodates 80 participants while practicing yoga. Prior to the International Yoga Day on 21 June of every year, the teaching and clerical staff and students practice yoga in the hall.

- Thus participation of students in various sports, games and cultural activities help students in developing interpersonal interaction, team spirit and leadership.

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.

05

File Description	Documents
Upload any additional information	No File Uploaded
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)

119.63483

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 automation process is being undertaken by Alumni Association to be funded and completed by their support.

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

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

0.059

File Description	Documents
Any additional information	No File Uploaded
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

349

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

4.3 - IT Infrastructure

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

- o Kirodimal College, in order to cope with the age of modern technology, has attempted to update itself by procuring IT facilities in the institution.
- o Computer science department observes the activities of the students as there is a high percentage of variability to deviate in the vast domain of Big Data.
- o Constant guidance is provided to them and at the very same time, they are encouraged to restrain their digital surfing in accordance with the syllabi or any other related arena.
- o The College has a computer Laboratory with requisite numbers of computer and these 33 computers are made accessible to the students to instill the IT skill in them.
- o The college has developed one smart class room and an ICT enabled seminar hall, for conducting classes for the students. Seminars, various Workshops are also conducted in the Conference hall with an LCD projector and screen.
- o The college is in possession of eighty seven (56) Desktops and some computers are used by students and the rest are used by the office and teaching community for administrative and academic purposes.

- The colleges also possession of other ICT equipments such as printers, photocopiers, projector screens and speakers which are used for the students and office work.

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

4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

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)

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.

- The college has adequate infrastructure and physical facilities such as class rooms, Laboratories, computer lab and seminar hall which is used by the students and staff to conduct all the teaching-learning related activities. In case of any repair this is done from college contingency fund.
- The cleaning of class rooms, laboratories and furniture is done by the class IV staff assigned for this purpose.
- Adequate drinking water is supplied through tube-well.
- Electrical and plumbing maintenance service done by the office as and when a letter is forwarded by the concerned HOD to the principal.
- A botanical garden is being developed with the contribution of alumni.
- The college has one computer lab with LAN connection which is maintained by college development fund.
- The college has a play ground, a cricket turf, a basket ball court and facilities for indoor games to help the students practice and compete in state and national level sports.
- The regular maintenance of the building and other physical facilities are done by PWD as it is a government institution.
- For maintenance of physical, academic and support facilities the college uses Amalgamated (AF) / Janbhagidari Samiti fund from time to time with approval from principal and respective committees.

File Description	Documents
Upload any additional information	No File Uploaded
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

3460

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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

<p>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</p>	
<p>File Description</p>	<p>Documents</p>
<p>Link to Institutional website</p>	<p style="text-align: center;">Nil</p>
<p>Any additional information</p>	<p style="text-align: center;">No File Uploaded</p>
<p>Details of capability building and skills enhancement initiatives (Data Template)</p>	<p style="text-align: center;">No File Uploaded</p>
<p>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</p>	
<p>0</p>	
<p>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</p>	
<p>0</p>	
<p>File Description</p>	<p>Documents</p>
<p>Any additional information</p>	<p style="text-align: center;">No File Uploaded</p>
<p>Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</p>	<p style="text-align: center;">View File</p>
<p>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</p>	<p>A. All of the above</p>

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

372

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

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

10

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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)

- o The college has various academic and administrative bodies that aid in its smooth functioning. All these bodies have student representatives on board: Students' Union Advisory

Committee: The committee monitors various activities throughout the year like organization of cultural events, sports and co-curricular activities. It also plays a major role in organizing talks, student seminars, debates, etc.

- **Discipline and Anti-Ragging Committee:** The Discipline Committee ensures maintenance of discipline in the college with regard to ragging, eve teasing and any kind of misdemeanour shown towards the staff.
- **Internal Complaints Committee:** The committee deals with issues of sexual harassment as and when they arise.
- **Magazine Committee:** The committee encourages students to write for the college magazine, collects articles, screens them and plays a major role in the publication of the college magazine.
- **Sports Committee:** The Committee helps the Sports Officer during selection of players for various teams. It also helps in conducting the annual Athletics Meet and various intra-college and Open tournaments.
- **PG Departmental Councils:** All PG departments of the college have their student council in which the students as members help organize various functions of the department.
- **Students' Union** of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus.

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

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

0

File Description	Documents
Report of the event	No File Uploaded
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

Although college had formed Alumni Association during the first cycle NAAC assessment (Feb 2010) and Alumni members had contributed Rs 325000/- it could not be formally registered. In 2018-19 Alumni Fund received Rs.2 Lakh for garden development. Since then from time to time the alumni members have been invited by different departments.

At the Department level most of the departments conduct annual alumni meet and the senior alumni members are felicitated. The old and retired alumni explain their experiences and also share their vision for the development of the institution. Actually these meets inspire students for higher achievements. Many alumni in active service advise the students how to get different jobs by preparation in a focused manner.

Our College Alumni Association has been formally registered as per Chhattisgarh Government Society Registration Act on 18August 2021. Alumni Association has actively contributed in developing the college Botanical Garden. The digitization of the college library is under process for benefit of the students. The college has Rs 625000/- in Alumni account for timely upgrading of different needs of the college as and when approved by Alumni body.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

A. ? 5Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

Vision: The vision of the college is enshrined in the Logo itself which proclaims "Vinayat Shobhate Vidya" which means "Humbleness graces knowledge". To fulfill the vision, the College follows a path of continuous work along with its monitoring and requisite modification in the following manner:

- Faculty members, under the guidance of the affiliating university continuously engage themselves in framing the syllabi in such a way that a liberal view about theory and its practice can be presented before the students.
- Encouragement is provided to build up true leadership quality among the students in a just and equitable way by engaging them in activities like Students' Union, NCC and NSS etc.

Mission Statement: Formation of different committees comprising all stakeholders of the college under guidance of IQAC for coordinating important administrative, academic and extra-curricular activities of the college:

- Institute has a mechanism for delegating authority and providing operational autonomy to the various functionaries to work towards decentralized governance system.
- Principal level: All the administrative, academic and operational decisions are taken by Principal based on

government policy.

- Faculty level: Faculty members are given representation in various committees/cells and functional autonomy as leaders in conducting various academic, examinations, co-curricular and extracurricular activities.
- Student level: Students are given active role of responsible leadership through Students Union to perform as individual/group coordinator of cultural, sports, co-curricular and extracurricular activities in campus and outside social service.

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

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

1. The work of the college administration is decentralized and various committees are formed at the beginning of the academic year as follows:
 1. The examination committee constituting a Superintendent and two or three Assistant Superintendents conducts various semester examinations and competitive examinations whenever required by the government.
 2. The admission committees undertake admission of students to different Programs of the college.
 3. Time Table committee prepares the combined routine and hands over the routine to the individual department.
 4. Cultural committee arranges the entire cultural program including annual cultural festival. The committee also observes all the important national and international events in the college.
 5. The disciplinary committee looks after the overall discipline of the college so that students try to maintain the rules and regulations of the college.
 6. The academic committee looks after the overall management of teaching and learning activities of the college.
 7. The finance and purchase committee looks after the purchase of various equipments, instruments, chemicals, furniture, etc. including infrastructure development.
 8. Extra Curricular Activity Cell Committee encourages

students to participate in debates arranged in the college campus and also take active part in various inter-college competitions.

9. Every committee is led by a convener and few members and these committees help to formulate and implement the strategic plans of the institution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Although a Government College under DHE, all internal strategies are framed by the college for the smooth functioning of the college.
- The academic calendar is prepared by the Academic Committee and the combined routine of the institution is prepared by the Time table Committee at the beginning of each academic year.
- The Time table Committee first prepares the individual routine of Science, Arts, Computer Science and Commerce in consultation with each department. The combined routine is then prepared and handed over to the Principal for central monitoring.
- Syllabus coverage is monitored by the Head of each department. Extra classes and revision classes are also taken for slow learners.
- Study materials, question papers of the preceding years are provided to advance as well as slow learners.
- Library facilities, INFLIBNET facilities are also rendered to the students by this institution. There is PG departmental library where reference books are issued to students.
- ICT enabled classes particularly through PPT are also taken by some teachers to explain certain difficult topics in the easiest way.
- Study tours, field visits are arranged occasionally in some departments to enhance the experiential learning process.
- For the proper guidance of the students, there is a mentor and mentee system.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

- The Principal as the head of the institution along with the members of the Teachers' Council maintains a congenial and academic environment of the college.
- Major policy decisions are communicated to the college through the Commissioner, Higher Education.
- In the college, the Principal is the apex authority and he is assisted by the Secretary, Staff Council and various committees. The Principal executes academic and administrative plans and policies with the help of various Committees and Cells.
- For management of the college activities the college also has NCC and NSS wings, IQAC Cell, NAAC Cell, and RUSA Cell.
- There are 42 committees and cells for smooth running of all administrative, academic and curricular activities.

1. Appointment- Appointment of Assistant Professors is done through CGPSC of candidates having NET/SET/PhD. Non-teaching staff (Grade III & IV) i.e. Lab Technician, Lab Attendants, Peons and gardeners is made through tests and on compassionate ground as per government policy. Recruitment of Guest Lecturers is done by the college as per DHE guidelines. Supporting staffs for Day and Night Watchman is maintained in the college through outsourcing from local Security Service organizations.

Promotion Policy -Career Advancement Scheme (CAS) of the regular Faculty members is done by DHE as per UGC norms. Promotion of non-teaching employees is done as CG Govt. policy.

Service Rules- All the employees of the college follow Chhattisgarh/MP Civil Service (conduct) Rules 1965.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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 inter faces	No File Uploaded
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 institution has various effective welfare measures for teaching and non-teaching staff. Some of them are:

1. The salary component and other monetary benefits are given as per the recommendation of the UGC for Assistant Professors and Associate Professors and state pay commission for non-teaching staffs respectively.
2. Annual Increment @ 3% is given every year in July for every teaching and non-teaching staff of the college.
3. Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government.
4. The Assistant Professors and Associate Professors with M Phil and Ph.D. degree get incremental benefit as per UGC rule.
5. Faculty members are encouraged to participate in the Orientation Program/ Refresher Course/ Seminars/ Workshop.

Non-teaching staffs are also allowed to undertake various training programs for enhancing their professional knowledge.

6. General Provident Fund facilities, Contributory Provident Fund facilities, Gratuity Pension facilities, Group Life Insurance are provided to both the teaching and non-teaching staff. They also enjoy other benefits like House Rent Allowance, Dearness Allowance.
7. Festival advance is provided for teaching and non-teaching staff.
8. Loan without interest from the General provident fund is there for teaching and non-teaching staff.
9. Medical reimbursement is provided to all employees as per provision of CG Govt.
10. Both teaching and non-teaching staff can avail of Casual Leave, Earned Leave, and Medical Leave.
11. Benefits of availing Child Care Leave, Maternity Leave, Paternity Leave as per state rules are also provided to the staff.

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

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

34

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The Performance Appraisal System is conducted centrally by the Directorate of Higher Education. For this purpose, all regular Gazetted officers (Teaching Faculty) are given Performance Based Appraisal System (PBAS) format for their self-appraisal annually along with ACR (Annual Confidential Report) forms to be filled individually. Each (PBAS) form is verified in consultation with the IQAC members and each ACR form is assessed confidentially by the Principal and then sent to Additional Director Bilaspur Zone for further assessment. These PBAS and ACR forms are further sent to Directorate of Higher Education, CG Govt. for further action. In case of promotion these PBAS and ACR are the basis for Career Advancement.

Non-teaching employees are also given Annual Confidential Report format and these are assessed by the Principal and sent through the Additional Director, Bilaspur Zone to DHE CG Govt. Their promotion is based on these ACRs along with their seniority which is conducted by the Department of Higher Education from time to time.

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

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

- o The college maintains its cash books and stock registers as per the guide lines followed in the government offices.
- o Accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly.
- o As our College is a Government Institution the college can only conduct internal audit (verification of the Cash Book/Account register) from time to time by faculty members of Economics, Commerce and Mathematics departments.
- o However, departmental stock of books and other equipments is done annually after March through College audit committee which includes faculty members.
- o Normally the DHE initiates audit in colleges where the

Principal/DDO retires from government service. The spectrum of the audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government.

- In our institution last government audit by DHE was conducted recently (20-22 Sept 2021) of Dr A K Shrivastav, Principal In-charge for his period of service (April 2012 – April 2016).
- External audit from Chartered Accountants for the procurement made from UGC/Autonomous/ Janbhagidari/ Alumni Fund have been completed from upto March 2021.
- There also is a provision of a special audit in case of any complaint regarding financial misappropriation. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of Chhattisgarh.

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

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 availability of resources is essential for management of any institution, so our college receives grant from State and national funding agencies. The Principal as the Drawing and

Disbursing Officer (DDO) of the college monitors the use of the resources received from the government through discussion with the Planning and Purchase committee. The Government fund, RUSA fund, and UGC fund are utilized by the Drawing and Disbursing Officer in collaboration with Planning and Purchase committee and coordinators of RUSA, UGC and IQAC. The allocated funds are utilized to purchase equipment, chemicals, organize seminars, workshops and conferences, etc. The Principal makes recommendations for better handling of resources and effective mobilization of available funds for the betterment of the students, teaching and non-teaching staffs.

For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. Our institution has a botanical garden and a green campus maintained by the fund provided to the college. For maintenance and upgrading of the existing facilities the college has a separate fund for payment of recurrent bills for electricity, water, internet and telephone. All miscellaneous expenses are met with Amalgamated funds.

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

- Post accreditation Internal Quality Assurance Cell (IQAC) has been formed by the college on 26 November 2012 which initiates all efforts of the college towards achievement of excellence in different areas.
- Our institute has various committees and cells constituting of a coordinator and a few members who work for the quantitative and qualitative changes in the area specified by the College and IQAC cell reviews the proceedings of each committee.
- IQAC also conducts academic audit (internal) of the college to review the academic achievements of faculty members, documentation of the various programs/activities across different units and departments of the college.

- It also collects and analyses feedback from the students, parents and updates on the institutional website.
- Measures and strategies to be implemented for quality assurance are regularly discussed in the IQAC meetings.

Quality Enhancement Initiatives:

Advance Action Planning: In chalking out the annual action plan for conducting various activities in coordination with Academic calendar, all HODs, program coordinators of NCC and NSS units are invited to the meeting of IQAC.

Students' Feedback: IQAC Cell of the College collected online feedback from UG and PG students in the academic session. The feedback received is discussed by IQAC members with Head of the Departments for taking initiatives in quality sustenance.

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

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

As per the recommendations for quality enhancement of the institution of the NAAC Peer Team report February 2010 following quality initiatives have been undertaken by IQAC:

Syllabus Revision: Our faculty members are encouraged to participate in the university committees to frame quality syllabus.

Examination Reform: For UG & PG programs the college continues examination reform as per affiliating university.

Use of ICT & Online Teaching- Another reform facilitated by IQAC is enhanced use of ICT and online in teaching and learning processes. The departments were asked during COVID pandemic to take class on online teaching platforms like Google Meet, Webex, Teachmint, Microsoft Team and use of PPT.

Implementation of Feedback System - The College reviews its

teaching learning process and learning outcomes at periodic intervals through IQAC. HODs are conveyed through meeting to monitor formal classroom feedback apart from the student satisfaction survey (SSS) to review the teaching process and take required steps for further improvement.

Activation of Placement & Guidance Cell: Due to COVID pandemic the process could not be continued. 09 PG students have cleared NET examination and 25 have been selected as Assistant Professor by CGPSC.

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

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	No File Uploaded
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

Being a co-education institution Kirodimal College is always sensitive towards problems pertaining to the girls students for their physical and mental wellbeing by providing them education for social, political and economic betterment.

a) Safety and security - To ensure a safe campus and a secured environment the college has embarked upon the following initiatives:

- The regular presence of a gatekeeper.
- A Complaint Box is there for the students in the office.
- There is an Anti-ragging and sexual harassment cell in the college to deal with the problem.
- Maintenance of First-Aid Box by the NSS and NCC units and in the main office.
- Separate toilets for the male and female teaching and non-teaching staff.
- Separate toilets for boys and girls.
- Identity Cards are issued to all students.

b) Counseling - The College is continuously working to nurture a healthy environment, for which Counseling cell is set up for the benefits of students. Time to time counseling is provided to both boys and girls if they face any problem regarding their studies or any other personal problem by faculty members especially Psychology Department.

c) Common Rooms - The College has separate Common room for Girls.

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

C. Any 2 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

Solid Waste Management- To keep the campus neat and clean, the college has placed solid waste disposal boxes in different corners of the college campus to dispose trash. For the solid waste generated in laboratories of different science departments such as broken glass, packing, paper, samples etc. especially the chemistry these are disposed of in separate boxes kept for this purpose only. The solid waste like broken furniture of wooden and iron material is brought to re-use after assembling the useable parts otherwise disposed through auction as per government rule.

Liquid Waste Management- The liquid waste management is well maintained by the college. The chemicals discharged from the chemistry laboratory during experiment are disposed of outside the lab through a separate drainage pipe in a soak pit, so that the waste does not affect the nearby soil where there is vegetation.

E-waste management- Being a government institution E-waste cannot be disposed of without the permission of DHE. However, the college maintains disposal of damaged e-waste like dysfunctional computers, digital apparatus like Mother Board, Hard Drive, Key board etc. are stored in a separate room for record and timely disposal after due permission.

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

7.1.4 - Water conservation facilities available

D. Any 1 of the above

**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**

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**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
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

D. Any 1 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

<p>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</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p style="text-align: center;">D. Any 1 of the above</p>
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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

<p>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).</p>
<p>India is a country of diversity where people belonging to different religious, racial, cultural and linguistic identities live together harmoniously. Keeping this in view, Kirodimal College strives to maintain harmony and goodwill among the students.</p>

In extension activities participation of faculties, students and non-teaching staff is commendable. All students are fully involved in the various activities like national festivals, awareness rallies, government programs and campaigns. Environmental awareness, social harmony, unity, and moral values are displayed through flex boards in the college campus. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities.

The college celebrates Republic Day, Independence Day, Rastra Bhasha Divash, Gandhi Jayanti and Rashtriya Ekta Divas every year with great honor and respect. These programs organized by the college promote greater values of life, love, integrity, fraternity and patriotism in the minds of the students. The NCC cadets and NSS volunteers collect money from students, teachers and office staff of the college for contribution to the Armed Forces Flag Day to show regards to the armed forces for their services to the nation. Thus the institute plays a positive role as a catalyst for national integration in inducing a sense of commitment and responsibility towards nation, society and humanity at large among the students.

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

- Every year 26th November is celebrated as 'Constitution Day'. Various types of activities are arranged by Department of Political Science through Lectures of eminent speakers to encourage students to take part in the political process. The college SWEEP team has taken initiative to organize debates and competitions in which successful students are awarded on 25th January (National Voters Day).
- On 26th January 'Republic Day' is celebrated every year when national flag is hoisted to commemorate the adoption of the constitution. On this day speeches on constitution formation and its importance are delivered by faculty members and Principal of the college. The students get to

know their duties towards their motherland and also the rights provided to each individual by our constitution.

- ''Independence Day' is celebrated annually on August 15 by hoisting the national pride tricolor flag at our college premises by the Principal. Observance of this day makes us aware of our duties towards our nation and helps to promote patriotism and national unity.
- National Unity Day is observed on 31st October by the institute to commemorate the birth anniversary of freedom fighter Sardar Vallabhbhai Patel who had united all the kingdoms after independence. Students are made aware of the importance of uniting the nation and the contribution of Sardar Patel in this great national effort.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
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 Institution organizes following important national and international events each year:

- 26th January Republic Day is celebrated every year to commemorate the adoption of the Constitution.
- 28th February National Science Day is celebrated to commemorate the birth day of Indian scientist C. V. Raman.
- 8th March International Women's Day is observed in the college every year to help students eliminate discrimination against women.
- 21st June International Yoga Day is observed early in the morning by practicing Yoga, Pranayam, Meditation by students, teaching and non-teaching staff of the college.
- 15th August Independence Day a grand event is celebrated very year by the college with the unfurling of the flag by the Principal of the college.
- 5th September is celebrated as Teachers' Day by students to show their regards to the teachers.
- 2nd October Mahatma Gandhi Birth Anniversary is celebrated in a befitting way through cleanliness and plantation activity.
- 31st October Birth Anniversary of Sardar Ballabh Bhai Patel is celebrated as National Unity Day (Rastriya Ekta Divas).
- 26th November Constitution Day is celebrated to commemorate the adoption of the constitution by constituent assembly.
- 1st December World Aids Day is observed to raise awareness of HIV infection.
- 7th December Indian Armed Flag Day is commemorated by NCC and NSS students of College with teaching and non-teaching staff.

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	No File Uploaded
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.

Title- Health Awareness & Preventive Medicare for Students:

2. Objective - The main objective of this best practice is to create health awareness among the students and ensure their fitness through extensive activity by Red Cross society.

3. The Context- For enrollment in different extension activities like NSS, NCC and sports blood group test is essential. During extension activities by cadets it is observed that knowledge of most health care related govt. schemes can be spread through help of students.

4. The Practice - Our Red Cross society has in last session included National De-worming scheme and National Filariasis Control Program (APELF) through which students are provided medicines for self medication as well as for their family members. Most of these tests are conducted by medical officers and technicians of District Hospital.

5. Evidence of Success- This practice has been beneficial for providing our students with free de-worming medicines as well as their health check up in a coordinated manner. Most successfully, through them the college has spread awareness about the different government sponsored health scheme among their families and neighbours in the distant villages who live in below poverty lines.

6. Problems Encountered & Resources Required - During planning it is observed that for testing of large number of students the assistance of trained health official with requisite machinery is needed.

7. Notes: This practice can be implemented in other educational institutions as effective medium for campaign of Govt. Health schemes.

BEST PRACTICE 2

1. Title- Popularizing Yoga Culture & Holistic Development of Students:

2. Objective- The main objective of this best practice is to create awareness among all students regarding benefit of Yoga practice in coordinating body and mind for overall fitness.

3. The Context- Practice of yoga is generally limited to some specific religious practitioners or organizations. Being a government college it is observed that staff and students require certain training to face the stiff competition and de-stress themselves during examination.

4. The Practice - With the advent of International Yoga Day we perceived an opportunity to implement this effectively. This year on 21st June it was held to teach the students skills and providing support to students individually and in small groups to monitor their physical and mental health and progress in their studies.

5. Evidence of Success- This best practice has helped us groom the students as well as popularize Yoga culture on and off the campus.

6. Problems Encountered and Resources Required- Initially our staff members conducted this program with students. But there was requirement to arrange for more motivation and some training by professional teachers and society.

7. Notes: This best practice helps groom the students as well as popularize Yoga culture on and off the campus. Other institutes can implement this practice and help students for physical and mental fitness and holistic development.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

Developing Communicative Skill:

Another distinct practice of our institution has been to provide all under graduate students standard communicative skills in English language. So a compulsory paper on Communicative skills in English has been introduced since 2015 for the UG final semester students. In addition to teaching of basic grammatical knowledge the students are taught speaking skills through support of class teachers individually and in small groups. Each student has to submit an assignment and viva voce test is conducted to evaluate their progress. Thus the students are being groomed to acquire communicative skills in English to help them express better in their work sphere after passing out from college.

Creating Placement Opportunities for Students:

In order to provide excellent placement opportunities to the students, the institution has been conducting campus recruitment since 2016 in association with Vedanta Group of Industries located in Jharsuguda (Odisha) and BALCO, Korba. 68 students have been recruited so far and effort is on to invite some more local industries in the coming years. We are in communication with some of the local industries to increase our student placement in future. This is also a distinctive effort initiated by our institute although it does not provide technical education.

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

7.3.2 - Plan of action for the next academic year

Plan of Action- To get accreditation from NAAC.

NAAC