



## **YEARLY STATUS REPORT - 2022-2023**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		GOVT. LAXMANESHWAR PG COLLEGE KHAROD
• Name of the Head of the institution		Dr. CHANDRABHAN KHUNTE
• Designation		INC. PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		8234086084
• Mobile no		8234086084
• Registered e-mail		glaxck@gmail.com
• Alternate e-mail		glaxck@gmail.com
• Address		KHAROD
• City/Town		JANJGIR CHAMPA
• State/UT		CHHATTISGARH
• Pin Code		495556
<b>2.Institutional status</b>		
• Affiliated /Constituent		AFFILIATED COLLEGE
• Type of Institution		Co-education
• Location		Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	SHAHID NAND KUMAR PATEL UNIVERSITY RAIGARH				
• Name of the IQAC Coordinator	Dr. G.C. BHARDWAJ				
• Phone No.	9009622049				
• Alternate phone No.	9009622049				
• Mobile	9009622049				
• IQAC e-mail address	glaxck@gmail.com				
• Alternate Email address	glaxck@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>					
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.63	2022	28/10/2022	27/10/2027
<b>6.Date of Establishment of IQAC</b>	11/09/2014				
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
State Government	salary Fund	State Government	2022-23	20624000	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>	No				
• Upload latest notification of formation of IQAC	No File Uploaded				

<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>* NAAC work of the college before NAAC team. * Value added course. * Personality development program. * Workshop on woman empowerment. * Division of work in the staff.</p>		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
Social cause	Awareness program on woman empowerment.	
Clean & green campus	College campus is regularly cleaning by sweeper & every year new plants planted for green compus.	
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
Nil	Nil	

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	19/01/2022

**15. Multidisciplinary / interdisciplinary**

Government laxmaneshwar college kharod is offered only multidisciplinary program such as arts, science & commerce education is provided in this college. This institution aims to attain the highest global standards in providing quality education. The college offered value added course to enhance the skills of students. Every year 50 students enrolled in value added course.

**16. Academic bank of credits (ABC):**

Government laxmaneshwar college kharod is not provided to academic bank of credit (ABC system) is not allowed to sessions 2022-23. Academic bank of credit system is dependent on the guideline of the affiliated university (sahid nand kumar patel university, raigarh) & the higher education department government of chhattisgarh.

**17. Skill development:**

Government laxmaneshwar college kharod is provided only value added course of personality development in the session 2022-23. Value added course is enhance the skill of students in session 2022-23 50 students enrolled in this value added course. College is provided to practical knowledge in the subjects physics, chemistry, botany, zoology & geography subjects.

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

Government laxmaneshwar college kharod has made several efforts to integrate indian knowledge system this college celebrates many commemorative days to make students aware of indian culture & heritage. As a part of it yoga days, 15 august independence day, 26 january republic day, 26 november constitutional day. Indian medicinal plant are planted in the campus to strengthen the understanding of the utility of those plants.

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

Government laxmaneshwar college kharod following OBE policy our college also keep records of results of every class through academic audit. College is focus on results in every stream per year passed students out of total enrolled students & seen the passing

percentage of each & every stream.

## 20.Distance education/online education:

Government laxmaneshwar college kharod is not provided online & distance mode of education. Students facility to dought in any topic to share the topic in watsapp group of the class & professor solving the problem of the students through watsapp & voice calling. College not provide the distance mode of education but college provide to private exam of each stream. This private mode is helpfull for poor students,job persons & missed the regular admission of students.

## Extended Profile

### 1.Programme

1.1	10
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1636
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	403
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	579
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	15
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	40
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 4.Institution

4.1	16
Total number of Classrooms and Seminar halls	

4.2	700292
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	20
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 is affiliated to Shahid Nandkumar Patel University Raigarh(C.G). The university constitution the board of studies for making the curriculum of each subject. The teaching faculties of different subject of different college affiliated to the university are made the member of the board of studies.

Thus, the Board of studies makes the curriculum of all subjects and these curricula are followed by the colleges. After three year the curriculum of each subject is revised. The curriculum is framed as per the need of the society, changing circumstances, development of science and information technology and job opportunities for students.

The college develops and deploys action plans for effective implementation of the curriculum in the beginning of the session. The faculty of each subjects divide the syllabus in several units, they explain the divide syllabus in detail, gets familiar with the difficulties and problem of students and provide suitable solution to students.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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 academic calendar provided by the University for Conduction of continuous internal evaluation system. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. It specifies the dates of term end examination. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar. The time tables are prepared and implemented accordingly. The teachers prepare teaching plans according to the academic calendar and guidelines of the University. The schedule of external examination is fixed by the University and the same is displayed on notice board for students. In case of any change in the University schedule, some changes are required to be made in internal evaluation as well. These changes are communicated to the students well in advance. However, all efforts are made by the Institute to adhere to the academic calendar for CIE.

a) Working period:

b) Curriculum activities:

c) Co-curriculum activities:

d) Extra-curricular activities:

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
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**

**04**

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)	<a href="#">View File</a>



### 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)

1

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 )	<a href="#">View File</a>

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
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

##### Human values professional ethics:

1. The commerce programme for UG incorporates a course on business ethics.
2. The stories and poetries in hindi literature try to teach human value in the form of moral lessons.

##### Gender:

1. The English learners with the politics of region, race and gender in former colonial states.
2. Sociology as a subjects also addresses issues related to violence

against women, law status of women in society its casues & remedies.

**Environment & Sustainability:**

1. A Compulsory course on environment studies is taught to students of all UG department.
2. the economics programme offers a course to teach the students the importance of design & implementation of environmental policy, environmental valuation methods & applications & relevance of sustainable development.

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**

6

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	<a href="#">View File</a>

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

748

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 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**

B. Any 3 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**

D. Feedback collected

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**

1636

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

695

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

**Advance learners-** The colleges organize some special programs for development of young and inspirational minds to develop scientific thoughts and activities in day to day life. Learning by doing method, scientific fair, interdepartmental organizations such as undergraduate and post graduate meetings, discussion in various issues which is related to education, general awareness, relevant issues of national and international importance.

**Slow learners-** Through community participations among students like group discussion actively social participation, parents- teacher meetings, to inculcate keen interest in various disciplines of their curriculum and above curriculum.

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
1636	16+8=22

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

Student centric method- Our institution focused on enhanced learning method such as experimental learning like science fair vigyan mela exhibition as working and nonworking models preparation (example- DNA helix models, chemical models, solar system , solar panel, swachhta related model , model villages etc.) presentation models, Interdisciplinary activities like discussions on various latest researches and developments issues in our country and abroad.

Our focus on "Science to society" which is good not only for students but also our institution and society. Organizing science model, methods and mini research and essay writing in current affairs and current state, national and international issues in regular intervals. Our institution also created wide range of education facilities.

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

Information and communication technology - Our institution replacing traditional classroom to digital classroom.

Our faculty members are using IT enabled learning tools such as power point presentation (ppt) video clips online sources our institution also started seminar, debates, group discussions.

Teachers also providing effective learning to students in "How to study in online mode" students are highly focused and learning level

among students frequently increases. Classical methods like chalk and duster and blackboards are now days are old methods for providing education.

To facilitate education on home these radio technologies gives new dimension of thought and promote all students connect through google meet, webex and etc. meeting application.

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

6

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

### 2.4 - Teacher Profile and Quality

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

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
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**

3

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)	<a href="#">View File</a>

**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**

16

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

**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.

Internal Assessment in our institution is transparent. We conducted student -teachers' interaction before examination. The principal holds meetings of the faculties and directs them to insure effective implementation of the evaluation process. At the entry level. Admissions are given purely on merit basis and the lists of merit students are displayed on notice board. Continuous evaluation is made through Group discussions unit test, assignment submission, field works, and seminar presentation. Unit tests are conducted regularly as per the schedule given in academic calendar. The weightage for the unit tests varies as per concerned faculty. The

performance of the students is displayed on the notice board. And communicated to the students. Personal guidance is given to the poor performing students after their assessment. Topics are given by their teachers to the students to prepare for PowerPoint presentation. To facilitate the internal examination in our institution overall faculty members present and examination meeting conducted before the internal examination. Various discussions are very useful for the conduction of examination.

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 Internal/ External examination is completely transparent. The criterion is adopted as the directed by the university.

- The internal assessment tests schedules are prepared as per the university and communicated to the students well in advance.
- To ensure proper conduct of formative tests, two invigilators are assigned to each classrooms.
- The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process.
- The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board.
- The marks obtained by the students in internal assessment tests are uplodged periodically on the university web portal along with their attendance.
- Noting the values in observation & validating the theoretical aspects students must submit lab record regularly.
- Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva & the promptness in submitting the record.
- For lab courses the marks/grades scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approch to the real time applications is tested by viva vice for laboratories courses.
- For the quality of the projects ,the evaluation is done by



project review committee along with the projects guides.

- The marks obtained by the students in internal assessment tests are uploaded periodically on the university web portal along with their attendance.

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.

The programme outcomes are specific enough to explain how those broad expectations are accomplished within a given programme and course outcomes will specify what expectations an instructor has for the course which are related to one or more outcomes.

Institutional Learning outcomes ( ILOs) are the knowledge, skills, abilities and attitudes that students are expected to develop as a result of their overall experiences with any aspect of the college, including courses, programmes and student service.

The course outcomes are prefaced to each syllabus and shared with students and faculty. All the course / programmes offered by the institution emphasize on academic quality. In general, the course outcomes of the institution focus on empowering the students for higher studies, research, employment, entrepreneurship for competitive examination.

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.

The institute followed the Academic Calendar of our affiliated university.

- All the subject teachers maintained Academic Diary in every academic year.
- All the subject teachers prepared Semester-Wise evaluation Reports.
- Internal examination committee analyzed evaluation reports of results.
- Institute considered Feedback from the Stakeholders for the attainment of PO, PSO and CO. Placement committee took the review of the Students' Progression to Higher Studies and their Placement.

Bachelor of Arts are as follows:

PO1: Students are introduced to community engagement and global understanding

PO2: Critical and creative thinking of the students have been developed.

PO3: Students developed their Communication skills.

The Program outcomes of Bachelor of Commerce are as follows:

PO1: Students received knowledge of the application of basic skills necessary for analysis of programs in Economics, Accounting, Marketing, Management and Finance.

PO2: Understanding of the students is improved of national economic and business scenario. PO3: Students developed their entrepreneurship and contributed in the successful operation of a business.

The Program outcomes of Bachelor of Science are as follows:

PO1: The students understood the fundamentals of science education.

PO2: The students' knowledge in all basic sciences is enriched.

PO3: Interdisciplinary approach amongst students has been developed.

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

394

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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)

[Nil](#)

## 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)	No File Uploaded

### 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

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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)	<a href="#">View File</a>
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 cognitive and co-cognitive activities organized in the college lead to the overall development of the students as socially

sensitive and aware citizens. This college is constantly striving to develop the quality of innovation in the students.

For the all-round development of the students, various activities are organized by the college administration as per the requirement. The positive impact of these various events can be seen effectively on all the students. Technology research innovation for the ecosystem of innovation, introducing them to industries, computer lab, and Wi-Fi facility with internet is being provided in the college to connect the students studying in the college with modern technology.

This college also continuously strives to provide a motivating environment to the students in the field of research. To fulfill the objectives of innovation in the field of research, lectures etc. are organized in the departments from time to time. Daily newspapers, magazines and career guidance magazines are made available in the information board and library of the college to provide various contemporary information to the youth. Cleanliness drive, Green Campus, Clean Campus are also conducted from time to time to keep the environment of the college clean.

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

3

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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**

0

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)	No File Uploaded
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**

2

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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**

6

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**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

For the all-round development of the students, various activities are organized by the college administration as per the requirement. The positive impact of these various events can be seen effectively on all the students. Volunteers of the College's NSS and Redcross unit participate in various activities related to community awareness along with the students. Events are also organized by Redcross and NSS unit on various public awareness topics such as tree plantation, Swachh Bharat Abhiyan, plastic-free campus, awareness campaign on prevention of single-use plastic, environmental protection, AIDS awareness, Constitution Day, National Human Rights Day. Various events are organized on Unity Day, National Youth Day, Voter Awareness Program, National Voter's Day, Beti Bachao Beti Padhao and blood tests for health awareness, blood donation camps etc. In the village adopted by NSS, on various topics of public awareness such as cleanliness campaign, ban on use of plastic, voter awareness, drug prevention and girl child education, rally on serious topics like vaccination, athome.

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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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**

7

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

**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**

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

**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**

0



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	No File Uploaded

### 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

0

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	No File Uploaded

## 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 physical facilities for teaching, learning activities. College premises is located at prime location on Kharod (famous for Chhattisgarh's kanshi) Bilaspur-Raigarh marg. Its lush green and eco-friendly campus which creates good learning environment. The infrastructure facilities are adequate according to the requirement of students. The college has the following facilities for teaching-learning and equipment.

#### Facilities for teaching- Learning Activities:

1. 16 Acre green campus.
2. Garden with varieties of trees and plants in surrounding.
3. Computer lab for 00 having 24 computers systems and 10 UPS and

- 1 digital projector. 2 Transparency paper projectors.
- 4. IQAC cell having computer and internet connection.
- 5. Separate common room and washroom for girls.
- 6. Separate wash rooms for students and staff members.
- 7. Clean drinking water facility. Suggestion boxes.
- 8. Interceptor or UPS facility for office.
- 9. Library having reference books, encyclopedia and newspapers with reading rooms for students and staff.

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.

**Cultural activities-** Unit of NSS involve in various awareness programs like cleanliness exhibition, Anti-tobacco rallies, National unity programs (Stage performance and essay writing competition) Swachhhta abhiyan, voters awareness programs through cultural activities.

**Sports activities-** 5 acre play ground, college have one sport teacher. We conduct various indoor and outdoor games like chess, carrom, badminton, (court not available we conducted on outdoor ground)

**Outdoor games-** Cricket, football, volleyball, athletics. We organize inter institutional competition (school- college, college-college inter district level)

**Gymnasium & yoga-** NIL

**Gymnasium and Yoga-** NIL

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.**

0

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)	No File Uploaded

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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)****NIL**

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-****E. None of the above**

**ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

**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

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)	No File Uploaded

**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**

1658

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**

Presently Wifi facilities available but in the academic year 2022-23 such facilities were available. Govt. Lax P.G. College is 2022-23

Hving Wifi facilities the campus ha a working hours of college Wifi facility in the college campus for the student & Faculty Member to avail internet Connection at any place in the college Institute having high Speed Wifi Connection.

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

#### 4.3.2 - Number of Computers

20

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

E. < 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)

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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 maintenance committee is headed by the principal who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the principal and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor - wise responsibilities, timings, leave etc. The maintenance officer conducts periodic checks to ensure the efficiency / working condition of the infrastructure.

- Cleaned and maintained regularly by Non - teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by a full time gardener.
- The campus maintenance is monitored through surveillance Cameras.
- Every department maintains a stock register for the available equipment.
- Proper inspection is done and verification of stock takes place at the end of every year.
- The civil and electrical work is adequately monitored and maintained by the Principal Office
- Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Principal office. The requirements are collectively processed in every semester break so as to keep things ready for the new semester.

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

1400

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)	<a href="#">View File</a>

#### 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)	<a href="#">View File</a>

<b>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</b>	<b>D. 1 of the above</b>
---	--------------------------

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**500**

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

**500**

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)	<a href="#">View File</a>

<b>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</b>	<b>A. All of the above</b>
---	----------------------------



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

5

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)	<a href="#">View File</a>

### 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

4

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	<a href="#">View File</a>

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

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

0

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

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at 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.**

12

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)	<a href="#">View File</a>

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 )

Students have active representation on academic and administrative bodies and committees of the Institute. Class Committees All programs have class committees for each course that comprise of

student members representing meritorious as well as weak students, along with faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the program and respective course. Class Committee Meetings are held regularly, at least twice in each semester. Cultural and Sports Committees Students have strong representations in all cultural and sports and games committees and help in organization and management of events.

Organization of Special Events Students organize and celebrate the National Teachers Day, on Sept. 5, every year by honoring retired teachers and presenting cultural program, intra-faculty and inter-faculty cultural and sports competitions, Independence Day, Republic Day, Engineers Day, Science Day and various NSS and social service activities.

The above activities enhance their communication skills, management skills, leadership skills, team-work, time-management, resource management skills and builds confidence in each student.

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**

6

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)	<a href="#">View File</a>

## 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

The college has Alumni association established through IQAC which contribute significantly to

the development of the institution as well as student personality development. To promote all the

students for better future. Alumni Association registration on progress.

? While rejuvenating the memories of the college, a network of old students was achieved.

? Now these days it is the backbone of the institution. The institution rests on the rich history of the student's

success

and glory.

? Association regularly meets and interacts with the management. It is the flag bearer of the

developments in the institution.

? The Alumni organizes lectures on personality development. Over the years it has been helping in holding

interactive sessions to motivate students regarding social adjustments and career seeking.

? The alumni also help the institution by influencing industries and other agencies in getting placements

festivals for the institution. The alumni has expanded and strengthened it with new enrolments.

? The alumni appear for various activities and their suggestions are taken into account. Alumni day is

celebrated and their achievements are recognized. The successful alumni are selected as guests of honor

for awards.

**Alumni Association Benefits for Students:**

- ? Personality Development Program s
- ? Career Guidances
- ? Industry Institute Interaction
- ? Mentoring
- ? Project Assistance for final year students
- ? Arranging seminar for M.A students

**Commitee Members:**

**Sr.No.**

**Name**

**Designation**

1.

**Pramil Yadav**

**President**

2.

**Sateesh Sahu**

**Secretary**

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)**

**E. <1Lakhs**

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:** To be a premier institution in the field of Quality education, research for the betterment of society.

**Mission:** To provide, nurture and maintain conducive environment for academic excellence, research and entrepreneurship to prepare competent, ethical and socially responsible future citizen .

**Quality Policy:** To provide value based quality education maintaining pace with changing technology to produce competent and skilled professionals ready to accept global challenges. **Quality Objectives:**

1. To imbibe quality consciousness at all levels of the staff.
2. Strict NO to compromise with quality.
3. Strive to do still better.
4. Discourage Short Cuts. The mission of the institute statement defines the Institute's distinctive characteristics in terms of addressing the needs of the society, students, institute's value orientation, and vision for the future.

The vision & mission of the institute are in tune with the objective of higher education.

The formal & informal arrangements in the institute to co-ordinate the academic & administrative planning & implementation reflects the institutions efforts in acheiveing its vision. Reflection of mission & vision in the leadership of institute in ensuring:

1. The policy statements & action plans:

The vision & mission to all stakeholders & involve them in forming the policy statements. The principal makes action plans in consultation with faculties members to review of outcomes from the

implementation of action plans through meetings with functional committees & makes necessary changes in action plans if required. The management takes reviews of quality policies & makes amendments in quality policies if required.

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.

### Vision and Mission Statement

**Vision Statement:** The vision of the institution is to evolve through collective leadership into a centre of academic excellence which while retaining its regional roots is able to encompass and articulate global concerns and the wider social imperatives. It seeks to achieve a wholesome synergy between academic practices, social empathy, cultural proclivities and co-curricular responsibilities so that all stakeholders may benefit and students particularly, may develop to their fullest potential.

### Mission Statement:

- To provide a holistic and enabling environment of study to young women hailing from diverse demographics.
- To expand the range of disciplines/subjects available to students at the under-graduate level.
- To introduce post-graduate programmes in a phased manner.
- To consistently upgrade its teaching-learning policy, methods and apparatus so as to be able to deliver its core services in a relevant and up-to-date manner.

To partner with the government in the spread of continuing adult, mass education (through the Open and Distance Mode).

**Nature of Governance:** The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration.

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

Institutional Strategic Goals are:-

1. Effective Leadership and Participative Management
2. Constant Internal Quality Assurance System.
3. Students overall development through participation
4. Proper Discipline
5. Financial planning and management
6. Alumni interaction and outreach activities

Strategic Planning:

Efficient Teaching Erudition Procedures

- Preparation of teaching plan
- Constant assessment to measure outcomes
- Use for more practical methods of teaching
- Promote research culture and facilities
- Provide mentoring and individual support.
- Follow a transparent feedback system
- Implementation of best practices for students

Effective Leadership and Participative management.

Following reporting structure of faculties: -

Following reporting structure of faculties:



Decentralization of the academic, administration and student related authorities and responsibilities. All the Heads of the Departments conduct faculty meetings every fortnight.

Students overall development through participation: There are various activities done by students through teachers' special programs like clean campus green campus. College NSS unit is actively worked with socio-economic criteria. Some special camp organized by the individual department through college students by NSS, Red Cross Society, Red Ribbon Clip(RRC) etc. Various Swachhhta Abhiyan, Matdata jagrukta, Beti Bachao Beti Padhao, and Currently famous phrase Chhattisgarh ke Char Chinhari- Narwa, Garva, Ghurwa Bari sandesh spreads all over the near villages which is nearby college through college Students.

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.

College management committee are formed as per guideline for the effective functioning of the institutions. The principal guides the college in academic progress, admission, staff recruitment & administrative matter. The IQAC help in planning of the academic activities and its systematic implementation. The HOD'S Evaluation process. The staff plays an important rule in executing the curricular, CO-Curricular & extra curricular activities & the documentation HOD'S insure personal care, counseling, evaluation & assessment of each student in the class. The recruitment procedure promotional policies & service rule are as per the C.G Govt. rules & guidelines of directorate of higher education of Govt. of C.G & The guideline of UGC. The grteaching faculty can share their apprehensions with the principal counseling is offered if necessary to provide solution.ievances & redress cell takes care of the grievances of all stakeholders. the teaching & non

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

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	A. All of the above
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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)	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The welfare measures of teaching staff are as follows

Medical Allowance 2. Maternity benefits as per norms

The following facilities are also provided to employees for efficient functioning :

1. Medical leave
2. Yoga classes
3. Psychological counseling.
4. Workspace

5.Cafeterias

6. Sports facilities

Psychological counselling is available for the staff. A large number of faculty members have been supported for visits by Staff members. In order to encourage the young faculty to pursue a vibrant research career Internal projects and Seed money have been provided early in their career. From the Government schemes that are available.

The welfare scheme for non-teaching staff

1.Uniform for fourth class staff

2. Allowance like Daily allowance and Travel allowance (this allowance is not sufficient)

3. Medical leave.

4. Other government allowance

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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**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**

1

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Performance Appraisal Reports (PBAs) provide good feedback to faculty and help them in understanding the changing needs of students. All faculty members fill prescribed Performa for self-appraisal. Performance Appraisal System (PAS) system encourages the faculty members to make excellent performance in teaching -learning and research. The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff. The Appraisal report is based on the Annual performance of the employ on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration. The above set performance appraisal report is to be filled by employ in a given prescribed performa which includes all the above set related to points and sub points. The views of the employ filled in the prescribed performa is reviewed by HOD's, faculty Head and Principal. The overall report is further reviewed by the chairman of the governing body and final performance functioning status is setup and confidentially recorded in the office.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 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

**Internal Audit:** Internal Audit is conducted by an Internal Auditor (College administration) every year.

1. College Administration Conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following:

(a) All receipts from fee, donations, grants, contributions, interest earned and returns on investments

(b) All payments to staff, vendors, contractors, students and other service providers

2. Internal Auditor, concerned Head of the Department and any other member nominated by the Principal. Draft report is submitted to Treasurer and Director, (if necessary) for finalizing compliance report of the Institute.

3. It is pointed out that no serious objection/irregularity is outstanding. Institute conducts regular accounts audit and certifies its Annual Financial Statements. All Utilization Certificates to various grant giving agencies are also countersigned by the All Financial Statements upto 2022-23 have been certified by competent authority. Work of Internal Audit of the Institute has been entrusted to the Internal Auditor of the Institute.

**External Audit:** External Audit done by Commissioner Higher Education Department Govt. 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)	<a href="#">View File</a>

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

1.Fees: Fees charged as per the university and government norms from students of various granted and self financed courses.

2.Salary Grant: The College receives salary grant from the State Government

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. So, we receive grants from the UGC for the development and maintenance of Infrastructure, upgrade of the Learning Resources and Research (including grants for Minor and Major Research Projects)

4. Our resource mobilization policy and procedures are as follows:

1. The institution set up a UGC Committees per the directions of the UGC given in the XIII Plan.

2. The UGC Committee, in close coordination with the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.

3.The Purchase Committee takes care that purchases are done properly and in accordance with the rules.

4.The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.

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

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the Institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of the Institution. During the post accreditation period, the IQAC will channelize all efforts and measures of the Institution towards promoting its academic excellence. The objectives of the IQAC are: To ensure continuous improvement in the entire operations of the Institution

- To ensure stakeholders connected with Education, namely parents, teachers, staff,
- Employers, funding agencies, society in general, of its own quality and probity. To develop a quality system for conscious, consistent and programmed action to improve
- The academic and administrative performance of the institution. To promote measures for driving institutional functioning towards quality enhancement
- Institutionalization of best practices. Benefits IQAC will facilitate / contribute: To ensure a heightened level of clarity and focus in institutional functioning towards
- Quality enhancement and internalization of the quality culture NAAC for Quality and Excellence in Higher Education. To promote measures for the functioning of the Institution towards quality enhancement.
- Through initialization of quality culture and institutionalization of best practice. To provide a sound basis for decision making to improve institutional functioning.
- To act as a dynamic system for quality changes in the institution.



. To build a better internal communication.

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

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programs, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the orientation programs in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the Institute.

All students are also given a guided tour of the campus and the various facilities. All students are provided with the student diary that provides all details relevant for students. Students are apprised of the Time-Table, Programs structure, syllabus of the courses before the semester commences.

Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Principal, HODs and proctors of various classes. The Chief Proctor and the Discipline Committee members make random visits to ensure smooth functioning of classes.

The teaching- learning processes are reviewed, and improvements implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- . Introductions of daily home assignments
- . Green initiatives in campus - tree plantation, biodiversity park
- . cultural and sport activities
- . Woman empowerment and education

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	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Government laxmaneshwar college kharaud creates gender sensitive environment and safe, secure & healthy atmosphere in the campus. Sensitisation of students is done through special lectures and by

organising so many functions. Specific initiatives with respect to key areas as follows:

**Safety and Security:**

**CCTV cameras (Surveillance System):** High resolution camera available in college campus. Indoor & outside of the college. This system ensures that all female staff, students can move freely in the campus & feel assure that they are secure at all time in the campus.

**Counseling:** Our college has a system of mentoring in each PG department for inculcating social, moral & ethical values.

Women cell also create gender awareness through different programs. All Senior officers are available both for boys and girls for solving their problem any time without any appointment.

**Common rest room:** In each block of the college seperate washroom are available for girls and boys. 24 hour's water is available with proper ventilation in the washroom. Seperate girls common room is created with facilities like indoor games, first aid box and News-papers.

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

<b>7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment</b>	<b>D. Any 1 of the above</b>
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

Govt.laxmaneshwar college kharod has a population of 1636 people. At almost care is taken to dispose of the solid waste. The solid waste generated within the campus is categorized into two types. The wet waste and dry waste. The wet waste generated from the residential area from food/kitchen waste and the dry waste generated both from residential quarters and office such as paper, plastics & wooden materials etc. is systematically managed.

**Solid waste management:**

The dry & wet waste dustbins are kept inside and outside offices, residential areas and on road sides. The dry and wet waste so collected in these dustbins, are shifted to collecting trolleys and then dumped in the specified place located away from the residential & academic area. The dry/wet degradable waste is disposed into the landfills to produce compost. This compost produced from the waste is used for gardening in the campus.

**Waste management steps for liquid waste management**

There are two types of liquid waste generated within the campus, the liquid waste from kitchen/bathroom & sewage from toilets. Separate chambers & pipelines have been constructed to collect kitchen/bathroom liquid waste & sewage waste.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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	<a href="#">View File</a>

### 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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p><b>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</b></p>	<p>D. Any 1 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Government laxmaneshwar college kharaud is undertaking various initiatives in the form of celebration of days of eminent personalities national festival,NSS and other such activities to provide for an inclusive environment by bringing students and teachers with diverse backgrounds on single platform for creating

**inclusive environment.**

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	<a href="#">View File</a>

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

**Govt. College Kharod undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. On 26th Nov Constitution day was celebrated at College .He narrated the fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. He appealed to all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides for human dignity , equality, Social justice ,Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .The whole country is government on the basis of the rights and duties enshrined in the Constitution of India .**

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**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	No File Uploaded
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

There are various types of celebrations celebrates / organizes national and international commemorative days, events and festivals are as follows: -

National youth day -This day is also known as Vivekanand Jayanti, is celebrated on 12th January every year with processions, speeches, music, youth conventions, seminars, yogasanas, competitions in essay writings and sport.

Dr. B.R. Ambedkar jayanti :- College celebrates 14th April every year. In this occasion various programs like speeches, Essay writings, rallies, society awareness programs etc. students as well as Professors.

World about Day: - College administration organizes international labor day programmer. Message to students of value of work and workers contributes to society.

Rangoli programs, posters which relates labors works and their contributions. Principal delivers strong message to the students as well as whole society.

World Environment Day:- It celebrates 5th june in every year with different themes with strong message viz., Seminars, poster writings and students speeches as well as Teachers.

Gandhi Jayanti(Ahinsha Diwas ):- Telecast of speech of honorable president of India in this occasion college staff and students highly interested. Various types of programs organized by college administration also. Posters and Quotes painting work programs done



by students on this occasions.

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.

### 1. Title of the practice-I

Coordination of staff

### 2. Objective of the practice

- Continuity of our interaction among staff.
- Awareness programs
- Coordination and communication between various institutions
- Online interactions

### 3. The Context

A committee has been formed to monitor the interaction so that individual attention of the students is encouraged. Both students and teachers are the important participant on the occasion of various programs. It is conducted to provide opportunities to the student to plan communication gathering and execute the programs.

### 4. Practice

The committee are organized to improve the quality of education. The communication committee guides and encourages students to plan and conduct evaluation on a regular basis. It is better to conduct the meeting department wise every week. The habit of reading is developed among the students.

5. Evidence of success: The college committee offers opportunities to the students to improve communication skills and remove the stage

fear. The committee supports the students to have calm and reflective mood.

6. Programs encountered, and resources required: Conducting the communication meeting on the college ground by keeping the students and staff members stand will create positive environment. Adverse climate conditions also may affect the participants.

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

**"IF DAUGHTER EDUCATED IT IS EQUIVALENT TO AN EDUCATIONAL INSTITUTION"**

Backward Area of Janjgir-Champa blocks and surroundings District like Balodabazar.

Motivating Parents for encouraging their daughters to pursue primary to higher education. It is very much importance in the overall progress and development of the institution. With this view our college has its own mission statement accordingly we always try to function uniquely, innovatively and distinctively from the other institutions. As far as our Mission and Vision is concerned. College always try to implement the distinctiveness in the work. Our college has a large number of students from the surrounding villages. The number of girl students is more in number. Most of the students from rural areas and poor background, but they are not poor in talent, knowledge and humility. Our college staff identify their talent and encourage them as per our mission statement. Our aim is to bring the girl students into the main stream of higher education'. This institution was established on the year 1965. The main aim was to provide an opportunity to the rural students of this area especially the rural girl students to pursue the higher education for their development and progress of the family.

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

- \* To renovate the college building with more infrastructural facilities.
- \* To introduce few new departments with new courses.
- \* To introduce new courses along with some certificate & job oriented courses.
- \* To initiate collaborative activities with other college, institutes, NGO etc.
- \* To Introduce more academic & extra-curricular programmes.
- \* To Introduce career counseling cell to guide students for shaping their career should be further strengthened.