



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	SHASKIYA MATAKARMA GIRLS COLLEGE MAHASAMUND
• Name of the Head of the institution	DR. RAMESH KUMAR DEWANGAN
• Designation	PRINCIPAL ( IN-CHARGE )
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07723299128
• Mobile No:	9926158044
• Registered e-mail	govtmatakarmagirlscollege@gmail.com
• Alternate e-mail	swetlana.micro81@gmail.com
• Address	SHASKIYA MATAKARMA GIRLS COLLEGE MAHASAMUND COLLECTORIATE ROAD, MACHEWAMAHASAMUND
• City/Town	Mahasamund
• State/UT	Chhattisgarh
• Pin Code	493445
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	
• Type of Institution	Women
• Location	Rural

• Financial Status	UGC 2f and 12(B)												
• Name of the Affiliating University	PT. RAVISHANKAR SHUKLA UNIVERSITY RAIPUR												
• Name of the IQAC Coordinator	DR. SHEELBHADRA KUMAR												
• Phone No.	07723299128												
• Alternate phone No.	9893442506												
• Mobile	9926158044												
• IQAC e-mail address	sheelbhadra24@yahoo.co.in												
• Alternate e-mail address	govtmatakarmagirlscollege@gmail.com												
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://gmkgclgmsmd.in/Reports.aspx?title=AQAR%20Reports">http://gmkgclgmsmd.in/Reports.aspx?title=AQAR%20Reports</a>												
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://gmkgclgmsmd.in/Reports.aspx?title=Agenda%20and%20Meeting%20of%20Minutes">http://gmkgclgmsmd.in/Reports.aspx?title=Agenda%20and%20Meeting%20of%20Minutes</a>												
<b>5.Accreditation Details</b>													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>C</td> <td>1.83</td> <td>2020</td> <td>08/01/2020</td> <td>07/01/2025</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	C	1.83	2020	08/01/2020	07/01/2025
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
Cycle 1	C	1.83	2020	08/01/2020	07/01/2025								
<b>6.Date of Establishment of IQAC</b>	17/09/2019												
<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
Higher Education Dept.	Govt.	Chhattisgarh Govt.	2021-22	14741950
Non Govt. (PD/AF)	PD/AF	Student Fees	2021-22	324479
Exam Dept. PRSU Raipur	Exam Conduction	PRSU Raipur	2021-22	50000
Janbhagidari Samiti	Janbhagidari Samiti	Student Fees	2021-22	304714

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>	<b>4</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>	<a href="#">View File</a>		
<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>			
<ul style="list-style-type: none"> <li>College Continued And Succeeded In Organizing 10 National Level Webinar With Zero Investments</li> <li>NSS/YRC Continued To Work In Organizing Awareness Program Among Youth And Society For COVID Vaccination, Environment Protection, Voters Awareness Campaign, Child Rights Awareness.</li> <li>Utmost utilization of fund allotted by CG Govt.,</li> </ul>			

Janbhagidari, for upgradation, renovation, and repair works • Started college U Tube channel for uploading webinar clipping, awareness campaigns for promotion and publicity. • Successful completion of 5 day mushroom production technique training program from 29 nov-3 dec 2021 and Initiation of mushroom production by Dept of Microbiology at trial level at college and at native villages of students.

## 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 increase Gross Enrollment Ratio	By increasing number of courses offered at college 2. publicity of courses offered at college by local newspaper, online banner display to various public and social groups As a result the college enrollment has increased from 449 to 629 in 2021-22. The college got affiliation for new introduced courses M.Sc. Microbiology, MA Geography(III/IV sem), B.Sc Zoology, BA English Literature.BA Hindi literature(II Year) from PT RSU Raipur
Career guidance and skill development	Participation in 5 DAY MUSHROOM PRODUCTION TRAINING PROGRAM organised at plant pathology department agriculture college, IGKV Raipur Dr CS Shukla Principal scientist 2. PRODUCTION OF AND SELLING OF MUSHROOM FROM CAMPUS (trial model) as well as their village Raised a fund of 550 ruppees by student only (at campus) .3. organisation of online webinar on, general awareness, consumer rights, swayam courses, financial literacy, government welfare scheme,4. ONE DAY TRAINING ON ADVANCED

	INSTRUMENTATION AT KALINGA UNIVERSITY RAIPUR 28 MAY 21
To increase library services	regular mentoring students for online resources, regular book issuing even in corona phase to help students of poor economic background,
To increase environmental\health /Cleanlinessawareness/gender sensitivity among students.	regular plantation drives, and planting sapling on occasion of birthday and guest visit in college installation of sanitary pad vending machine, organizing women security, cyber security awarness program,
To increase College Infrastructure & sports facilities.	proposal for building grant, auditorium, boundary wall, girls hostel are sent to RUSA, Raipur. Cricket sports kit was purchased

<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
Staff council	01/07/2022

<b>14. Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2021	27/12/2022

<b>15. Multidisciplinary / interdisciplinary</b>
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Govt. Mata Karma Girls' College was established in 2005 and run by the Department of Higher Education, Govt. of Chhattisgarh. It is the only Girls' College in entire Mahasamund district. This College is well known for its signature study and discipline.

The institution offers multidisciplinary studies in Science, Commerce and Arts streams.

In 2020 post graduation in MSC Microbiology and MA Geography have also been started. The college is included under Section 2(f) and 12(B) by U.G.C. and it is affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.).

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

The college is included under Section 2(f) and 12(B) by U.G.C. and it is affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.). The Academic Bank of Credit system has been introduced in July 2021 as lateral marks through Pt. Ravishankar Shukla University, Raipur (C.G.). introduced for affiliated colleges by ordinance notification S.N 1615/ACAD/INT. EVAL/2021 TO S.N 1627/ACAD/INT. EVAL/2021 and continued for future session.

#### **17.Skill development:**

The college has initiated following skill development program in academic session 21-22:

Organising one week Basic computer training program organised in collaboration with govt MVPG College Mahasamund under MOU.

Student of M.Sc. Microbiology attended 5 day Mushroom Production training program organised by Dept. of Plant pathology, College of Agriculture, , Indira Gandhi Agriculture University, Raipur (29 Nov-3 Dec 2022)

Student of M.Sc. Microbiology attended one day hands on advanced Instrumentation training Program at Kalinga University 28 May 2022

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

The college ensures appropriate integration of Indian knowledge system by teaching the core subjects in bilingual mode (Hindi & English) to help students from rural and Hindi background to learn.

In addition students are motivated to learn key terms and definition in English also so that they can understand and compete with others and don't feel inferior. College has initiated to enroll students for free online NPTEL/SWAYAM courses to enrich and expertise their field.

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

Program Outcomes of all the programs are identified at the university Level. The course outcomes help the stakeholders (faculty) to manage the resources effectively to the maximum extent. This creates path to improve the result and overall performance of student continuously. The attainment of course outcomes are measured by asking spontaneous questions in the next lecture and conducting class test after the completion of each unit. The faculty also assigns students home assignments and presentations (in accordance with course outcome) to provide an opportunity to achieve the goal. Invited lecture and field trips provides a deeper insight of practical outcome of different program. Regular orientation and encouragement has increased the gross enrollment of outgoing students in higher education in last few years. The university result measures the final attainment of CO, PSO and PO by the students

**20.Distance education/online education:**

forty four students and teachers were motivated to enroll for free NPTELcourses july-dec 2021 courses Ecology and Environment (noc21-ge16),Introduction to Biostatistics (noc21-bt32),Experimental Biotechnology (noc21-bt36) in session 2021-22. and online swayam courses to enrich their knowledge.

**Extended Profile****1.Programme**

1.1

05

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**2.1 630

Number of students during the year

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

2.2 365Number 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>

2.3 173

Number of outgoing/ final year students during the year

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

**3.Academic**3.1 14

Number of full time teachers during the year

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

3.2 14

Number of Sanctioned posts during the year



## Extended Profile

### 1. Programme

1.1	05
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	630
Number of students during the year	

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

2.2	365
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	173
Number of outgoing/ final year students during the year	

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

### 3. Academic

3.1	14
Number of full time teachers during the year	

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

3.2	14
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	12
Total number of Classrooms and Seminar halls	
4.2	147
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	3
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 institution follows the syllabus as approved by the affiliatiuniversity Pt Ravishankar University, Raipur.The College ensures effective implementation through advance teaching plan and internal evaluation program. Beside these traditional evaluation patterns, students have also given individual and group assignments and seminar and presentation tasks to enhance individual and collaborative learning and presentation skill. As per the directions of the principal all the faculty members have also prepared and downloaded course material and modules topics on which there is available matter is insufficient. The principal assess the quality of teaching through a vigilant inspection of class lectures and verification of attendance and daily diary monthly and reinteraction with students. The college also regularly organizes guest lecture series for enhancement of knowledge. The IQAC committee monitors and evaluate teaching learning process through academic audit. All the checked books of internal exams are shown to students and were preserved

documented.

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 prepares its own academic schedule in compliance with the academic calendar of CG higher education department. The evaluation system is fixed in advance and communicated to the students at the beginning of the session. The college administration is very much concerned about the attendance a minimum of 75% attendance in all subjects is compulsory for appearing in final exams. All the checked answer books of internal exams are shown to students and were preserved and documented. Remedial measures are taken for students showing poor performance in internal exams by arranging extra class. The internal examination time schedule as per academic calendar for the session are as follows:

File Description	Documents
Upload relevant supporting documents	<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	<a href="#">View File</a>

## 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

3

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)

2

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

60

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

60

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

At present college do not run any special courses that address issues like GenderEquity, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum. The curriculum designed by the university Pt. R.S.U, Raipur for core courses include some of the aspects (Table 1.3.1a). In addition to that course structure of all three streams has Environmental studies and Human Rights in the first year of UG level (B.A., B.Com. and B.Sc.) as compulsory paper. Along with that a number of intra-college activities are arranged involving the students under NSS and YRC to address such issues

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

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

4

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

259

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

**A. All of the above**

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://gmkgclgmsmd.in/newsData/Report41.pdf">http://gmkgclgmsmd.in/newsData/Report41.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**720**

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**

**592**

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

Institute organize internal exam according to academic calendar. Through exam we identify advance and slow learner student .

The following steps are taken for Advance learner -

- 1 Our faculty provide reference book for more understanding.
- 2 Faculty provides notes and online video lecture to students.
- 3 Library provides various general and reference books.

The following steps are taken for Slow learner -

- 1 Institute organize special class for slow learner.
- 2 Faculty revised difficult topics and organize doubt classes.
- 3 Faculty provide video lecture to make more understanding .
- 4 PDF Notes are provided for easy learning.

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

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

Number of Students	Number of Teachers
630	14



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

## 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

following steps were taken for student centric learning -

1 Faculty motivate student to ask question during class.

2 Student participate in group discussion and seminar for participative learning.

3 Faculty deliver lecture through power point presentation .

4 Last 5 year questions papers bank is prepared to help students.

5 Faculty use Hindi and English language while teaching.

6 Teaching aids , Charts , demonstration of instrument are used for problem solving.

7 theoretical aspects were covered with practical demonstration for better understanding.

8 group discussion model making competition were organised to inculcate participative learning

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

All faculty members use smart classes time to time , during Covid - 19 maximum classes are taken by online mode through zoom and google meet. Annual and internal exam are also taken in blended mode. Online lectures are prepared by faculty during period. Institute organize many webinar on relevant topics. Faculty provides notes , Video lecture , E-book through Whats app group of

class. By library faculty student are added in N-list and registered in SWAYAM portal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

#### 2.3.3.1 - Number of mentors

6

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

14

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**

5

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**

34

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.

College has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure 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. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted .Evaluated answer sheets

were shown to students for addressing their grievances and shortcoming individually

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

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

The Institution has taken numerous steps to reform the examination procedures, processes and integrate Information Technology in evaluation system. The Institution integrated question paper setting, making proper seating arrangements of examinees in examination halls, evaluation of answer sheets and tabulation of marks. Results are published and grievances of examinees are taken in consideration. In case of objections raised by students, answer books are reevaluated properly.

Students are permitted to see their answer sheets after evaluation. Examiners are instructed to show part marking and right comments where necessary in answer sheets so that students could understand the rationale behind the marks given by the examiner. The mode of internal examination are of hybrid type: MCQ/Objective type questions and Long type questions.

Teachers make continuous internal assessment of students through classroom participation, tests, assignments, quiz and seminars. Results are prepared in online as well as offline mode and result sheets are documented and filed properly. Students are informed about their percentage of class attendance in each paper. 75% attendance is mandatory for all students to be eligible to appear in the final University examinations.

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

## 2.6 - Student Performance and Learning Outcomes

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

Course outcomes identify the unique knowledge and skills expected to be gained from a given course. Programme Outcomes are one step broader statement that describes what students are expected to know and be able to do upon the completion of a Specific Program. Program Specific Outcomes are what the students of a specific program should be able to do at the time of studying in the Program.

Program Outcomes and Program Specific Outcomes are attained through the attainment of Course Outcomes.

Programme Outcomes and Course Outcomes for all programs offered by the Institution are stated and documented and communicated to teachers and students. The institution has incorporated outcome based education into it's curriculum.

OBE ensures that educational activities focus on learning based on achievable and measurable outcomes.

Internal deliberations on the OBE involving the faculty, alumni and academic experts helped the Institution in defining the POS, PSOs and COs for respective program and courses. The vision, mission, POs, PSOs and COs are communicated to students through printed manual and institutional booklets.

During the student's induction programme, teachers explain course outcomes, POs and PSOs while introducing the course at the beginning of the session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://gmkgclgmsmd.in/Student_section.aspx?title=Programme%20Outcome">http://gmkgclgmsmd.in/Student_section.aspx?title=Programme%20Outcome</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Program Outcomes of all the programs are identified at the university Level. The course outcomes help the stakeholders

(faculty) to manage the resources effectively to the maximum extent. This creates path to improve the result and overall performance of student continuously. The attainment of course outcomes are measured by asking spontaneous questions in the next lecture and conducting class test after the completion of each unit. The faculty also assigns students home assignments and presentations (in accordance with course outcome) to provide an opportunity to achieve the goal.

[http://gmkgclgmsmd.in/Student\\_section.aspx?title=Programme%20Outcome](http://gmkgclgmsmd.in/Student_section.aspx?title=Programme%20Outcome)

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

171

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)

[http://gmkgclgmsmd.in/Student\\_section.aspx?title=Feed%20Back%20Form](http://gmkgclgmsmd.in/Student_section.aspx?title=Feed%20Back%20Form)

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<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

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

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

11

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>

### 3.2 - Research Publications and Awards

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

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

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

2

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

### 3.3 - Extension Activities

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

The following activities were conducted under UNICEF Programme:-

(i) In nearby schools children were given information about child



rights, child safety and Act against child labour.

(ii) Under "Padhai Tumhar Dwar" programme during COVID 19 students were taken classes of children of nearby villages.

(iii) Pregnant women were given information about periodic check-up, vaccination, hygiene, proper care and provision of beneficial schemes of central and state Govt. for them.

(iv) Children of locality were made aware about good touch and bad touch through street show.

(v) Under "Swachh Vidyalaya Scheme" volunteers of NSS were surveyed availability, cleanliness and conditions of Toilets at Block level.

(vi) Volunteers of NSS and YRC celebrated children day at Govt. Primary School Machewa. Children were made aware about personal hygiene and cleanliness, speak with confidence using play and fun methods.

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

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

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

11

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

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

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

472

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

### 3.4 - Collaboration

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

2

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

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

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

2

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

## 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.

#### Physical facilities

The institution has adequate facilities for teaching-learning. i.e., classrooms, laboratories,

computing equipment, etc.

Starting from a small government campus in 2005, the college now has its own building. The college campus is covered with greenery all around.

Created a pleasant natural environment. The institution has

teaching-learning facilities, which are as follows:

The college has 13 classrooms with proper seating arrangement, lighting and green chalkboard.

Although the number of students is increasing every year, hence there is a need for further expansion.

The college has 6 well equipped laboratories in bhugol, microbiology, chemistry, zoology, botany, commerce.

There are 1 ICT enabled classroom, where students are taught using modern technology.

The nodal center provides computer access to all the students of the college in their spare time.

Free internet facility was also provided to all.

The college has a well-equipped library containing more than 4810 books and journals.

Modernization of the library is one of the top priorities of the college. Many books have been donated by alumni and other faculty/retired person on various subjects

Conferences and workshops and various cultural activities are organized throughout the session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 recognizes the importance of sports and games. The institute has adequate infrastructure

In terms of space and facilities

Fully developed sports ground and auditorium is presently unavailable for the college however a proposal for construction of

Auditorium and development of sports ground was collected from PWD department and sent for approval to higher education department. Cultural activities like singing dance skit debates are conducted in open court yard in building premises covered with acrylic sheet from top (364.42m<sup>2</sup>). Similarly the same courtyard is used for badminton throwball, bollyball kabbadi practice. Rangoli, Alpana, poster exhibitions are conducted in 300m wide varandah available in college premises .Indoor games like carrom, table tennis are conducted in sports room, while the atheletics are conducted on open ground available on front side. Yoga dhyan and pranayam as a part of best practice are conducted DAILY in the class rooms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

2

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

1.20

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)

**Library as a Learning Resource 4.2.1** Library is automated using Integrated Library Management System (ILMS) Response: Majority of our students are from rural and low economic background thus the college library plays a central role in providing books for learning. 99% of our students regularly use book issuing and reading room facility. The average usage of library varies from 14-15 visitors per day. A time table was designed to facilitate smooth issuing of books for every class in a week. The records of issued and returned books are manually maintained in issuing register. In the beginning of session the library management committee invites list of books and journals from each department which are then passed for purchasing as per grant received under various heads like BPL/SC/ST/ reference and magazine. The college committee has passed proposal for library automation and e-journal and books accession facilities to enrich existing library infrastructure. R.S. Solution library Management software was purchased from Ravi Solutions, Raipur which include book entry module, book issue return module, library member register module, book searching module stock verification system, pending book register module, defaulter student list, subject wise book report, author publisher wise book report facility. N-List membership was subscribed in March 2021.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-** B. Any 3 of the above

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

0.017

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

#### 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

14

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

Institution frequently updates its IT facilities including Wi-Fi  
 Response: The college has 3 computers with printer, scanner,

external hard disc Pen drives and Bluetooth device to fulfill our needs. Wifi facility has been installed in July 2016 by Chattisgarh Infotech Promotion Society CHIPS which includes 5 wireless AP 8 port AccessL2POE switch UPS, 24 Port Cat6 Jack Panel and Cable manager and Accessories. which covers first floor and ground floor area. A WLL Broadband connection Go Green Plan FTTH\_ONT\_Type A with Phone Number 07723-297144 was allotted from BSNL in which Bharat 750 GB monthly plan is used under NMEICT to provide Internet Connection. Service engineer on call are available if network/wifi is not working. The college is committed to upgrade its IT infrastructure and associated facilities like new hardware and software for office, library. The college has a plan to open an e-library.

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

#### 4.3.2 - Number of Computers

03

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	No File Uploaded

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
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)**

.080

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.

**Maintaince of College Building:** A Building construction and maintenance Committee has been constituted in the college under the supervision of the Principal to look after the maintenance of buildings and other infrastructure facilities. Being a government college, the maintenance of infrastructure and electric fitting is done by the CG Public Works Department (PWD). The maintenance and new construction proposals are forwarded to the PWD for the preparation of detailed estimate. After receiving detailed estimate it is forwarded to the. Department of Higher Education for funding and execution. Construction proposals for cycle stand and guard quater was also executed through the PWD is same manner. Minor maintenance works are done with funds from the Jan Bhagidari Samiti.

**Maintenance of IT Facility:** The computers and their accessories are maintained by the supplier during the warranty period. Routine Maintenance is done by the concerning office staff.

**Maintenance of Sports facility:** Facilities for Chess, Carom, table tennis, Ball Badminton and Badminton are available in sports room and open courtyard from 2:00-4:00 pm after proper entry in register.

**Maintenance of Library facility:** The Library is comprised of issuing section and reading room facility. Librarian ensures the maintenance and functioning of library services through support of peon. An Advisory Committee suggests measures to improve the

functioning of the Library and also allocate funds for the purchase of books and journals.

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

369

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**C. 2 of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
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**

57

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

57

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**B. Any 3 of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

38

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	<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.

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 )

After the order by Chhattisgarh Government Department of Higher Education for the formation of Student union.

For the implementation of the order, Student union was formed in the college, But new order was issued to diminish the student union. Hence, the empanalment of student union was adjourned.

student representative members are part of descipline committe, cleanliness surveillance, Amalgated fund committee, Youth Red Cross, NSS etc.

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

**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**

1

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

These is an association of college Alumni. This Association is not registered now. The Alumni members meet once in a year in campus. In the alumni meet, they state their voluntary contribution for the betterment of the college.

The Alumni contribute towards college as part time lecturer (voluntarily) for the subjects in which these is no regular teaching staff during non appointment phase of guest lecturer.

the registration fees collected at the admission time helped us to create a fund for alumni activities.

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

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

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

## 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 to be a pre-eminent center of excellence, generating and imparting knowledge. Empower girls through quality education and meaningful learning process. **Mission**

- To provide sufficient opportunity for women in higher education.
- To assure all round development of our students.
- To provide social awareness among girls.
- To make them understand the actual meaning of life.
- To be a bridge between the rural-urban communities of students.
- Core Values Of The Institution To educate and empower girls of rural background to make them self reliant. To develop

qualities of social, moral and creativity in student. To make student good and a responsible citizen.

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

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

The college practices decentralization and participation management in several areas of administration.

The staff council is the highest decision-making body of the college, where all teaching staff and non-teaching staff are members in different committees and councils.

1. The head of the institution along with heads of departments oversees the teaching plan of his/her departmental members.
2. He is empowered to make adjustment in routine, time assignment and examination duties.
3. He/she is privileged of convening departmental meetings.
4. He/she often takes the lead in planning webinars, career counselling sessions, inner-college exercises, study tours, and excursions.
5. He/she organizes and conducts parents and teachers meeting in which academic progress of students is discussed.
6. He/she often visit library to introduce creative and innovative benefits to students.
7. He/she works with departments, oversees paper settings, evaluations and makes submission of all inter-examinations and determines the admission criteria of students in background of governmental admission procedure.

The above enumeration of features compromising of participative management points fairly and conclusively to the ethics of decentralization which is integral to the institution.



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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Perspective/Strategic plan** The institution has a Perspective/Strategic plan in place to help it develop in a systematic, phased and well thought out manner.

1. Introductions of new subjects at UG and PG Level.
2. 2- Applications for more substantive post from different departments.
3. Partnering with the lead college of the district through MOU.
4. Expansion of various activities through to accommodate more classrooms, laboratories, staff rooms and etc.
5. Extension and renovation of botanical garden of the intuition.
6. Imparting the scope and profile of the teaching-learning experience through the use of ICT and other innovative methods.
7. Participation of teachers in decision making process and bodies.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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 functioning of the institutional bodies is effective and efficient as visible from policies administrative setup, appointment and service rules, procedures, etc.**

The organogram of Govt. Mata karma girls' college reflects the democratic character and shared responsibilities with which governance takes place.

#### Governing Bodies -

1. Staff Council - The institution has a staff council consisting of teaching and non-teaching staff, led by Principal.
2. Administrative setup - The Principal is the administrative head of the institution. He has his team of departmental heads, teacher- council, clerical staff to assist him in discharge of duties.
3. The IQAC - The IQAC also collaborate with the principal to ensure a quality teaching and training environment6.5.3 - 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) in the college.
4. The functional bodies - The finance committees, building committees, take decisions regarding finance, building construction, renovations and maintenance of the college infrastructure.
5. Service rulesprocedures, recruitment and promotion policies- The rules and regulations and criteria prescribed by the UGC and MHRD and state government service rules, procedures, recruitment and promotion policies.
6. Grievance Redressal mechanisms- There are many Grievance Redressal mechanisms including the anti -sexual harassment cell, the anti-ragging cell, grievance redressal cell with complaint box placed permanently and right to information is fully implemented.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

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

As college is government institution, only government welfare schemes are applicable for the teaching and non-teaching staff of the institution. The state government has framed many acts/rules and regulation for effective welfare measures for their employees and these rules are amended/updated time to time. All the employees of state government are covered under Chhattisgarh civil services rules. The rules which govern welfare measures include: civil service conduct rules, Anukampa Appointment, Chhattisgarh pay revision rules, Rules for various Allowances, Chhattisgarh civil service medical Reimbursement rule, Travelling allowances, Family benefit rules, Chhattisgarh civil service (leave) rule 2010 ,Chhattisgarh civil service (promotion) Rule 2003, Chhattisgarh state (Retirement) Act 2012,Chhattisgarh state (Pension) Rules and contributor Pension scheme(CPS) for employees appointed after 2004. Allowances: Dearness Allowance, House Rent Allowance, Washing Allowance (only for class III & IV optional), Medical Reimbursement, Festival Advances for class III & IV employees, Pension & Family & Pension leaves: Casual Leave (13 days), Half pay leave on medical ground (20 days) Earn leave (10 days per year for teaching staff and 30 days per year for non -teaching staff, Maternity Leave (6 months) Paternity leave (15 days), study leave (max 2 years) Teacher fellowship (for teaching 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)	<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

4

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

#### A. Performance Appraisal System for teaching Staff.

The Performance of the Faculty valuation is based on performance

based appraisal scheme (PBAS) proforma submitted by faculty every year. This scheme details individual teachers teaching learning and evaluation related activities : professional contribution to academics, performance in invigilation duties, contribution to college activities like their roles in academic council, planning and development committee, teachers participations in conference, workshops, symposia, publication in journals, publication of book, research supervision, awards and honours received and others. The above set performance appraisal format is filled by every teacher with enclosures and is forwarded to the commissioner of the department by the Principal with required notes for assessment. This practice is followed every year in all sessions.

#### 1. Performance Appraisal System for non-teaching Staff.

A few strategies are observed in appraisal of non-teaching staff performance. This includes contributions of individuals, knowledge of subject matter, awareness, productivity, quality, willingness to learn, diligence and others. Besides this, the behavioural aspects like punctuality, group-behaviour, acceptability etc. are also assessed. A prescribed format which includes all the above set related to points and sub points are filled up by the non-teaching staff and sent to the departmental head.

by the Principal every year with his notes and recommendations.

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

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 .

Institutional Internal audit is regularly conducted by the a faculty member appointed for this purpose. He regularly checks all financial transactions made by the institution. The head of the

institution and the head clerk supervise all these financial activities minutely. External audit is occasionally conducted by the departmental audit cell and accounts General of Chhattisgarh government. Their doubts, objections and clarifications are removed within time limit. There is a finance sub-committee which monitors the appropriate use of available finances of college. One member of the teaching staff is appointed by the college to look after the financial aspects of the college on behalf of the principal.

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

#### 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

Being a government institution, it has to depend on the department for financial needs. On occasions, the department releases grants for infrastructure, laboratory, library and for other purposes. The PWD of District is assigned to get financial aid for infrastructure development works. For library, grant is given by the department which is used under supervision of purchase committee. Some development work is done with the fund of Janbhagidari which is not sufficient. The institution sends its different financial requirements to the department. When it is approved, the institution gets grants. The institution optimally

utilises financial resources.

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

## 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

### 1. Internal Quality Assurance System (IQAC)

Internal Quality assessment cell has contributed significantly for institutionalizing the Quality assurance by constantly revising the teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Two practices institutionalised as a result of IQAC initiatives :-

1. Online Students feedback system :- The IQAC has developed an online proforma of students feedback to gather information from students about their study, objectives, relevance, learning outcomes, teaching methodologies and so on. The institution has been recording students feedback online for some years as a Quality indicator as to make teaching Qualitative. It involves all Students to asses and improve curriculum, Qualityteaching and learning in the college. The students feedback bring improvement in teaching of teachers and strengthen them. The system has been developed and maintained by the IQAC.

2. Display and discussion of the answer books :- The IQAC has introduced a system of displaying answer books to students. Teachers discuss about answers with students after internal exams. Students are given opportunity to discuss scripts after evaluation. They discuss about the Quality and deficiencies of answer books and try to improve writing answers. students are free to make enquiry about evaluation. Their grievances are taken to the grievance redressal cell. This is one of the biggest initiatives of IQAC concerning evaluation.



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

1. 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 IQAC the institution supervises the academic activities. It reviews teaching learning process, structures, methodologies and learning outcomes at periodic intervals. In the beginning of the session, the strategy and programme of teaching is discussed. Progress of teaching is supervised. Syllabus is divided into units which is completed before scheduled time. College level exams like unit tests, monthly tests, tri-monthly tests and pre-annual exams are conducted on schedule. Answer books are properly valued and result is declared. Students are given answer books to check their short comings. They can discuss with concerned teaching staff about their answers and its short comings and ways to improve. Besides teaching, Quiz competitions, G.K. competitions, essay competitions, newspaper reading competitions both online and offline are undertaken to improve quality, awareness and learning outcomes of students periodically.

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)**

**C. Any 2 of the above**

**Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

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

Gender equity is an issue which is given top priority at college. The college is determined to create awareness regarding gender equity amongst the girl's students. There are many programs and events organized every year in the college to address this issue.

S.No.

Program Name

Date of Events

No. of Participation

Link

1.

????? ?????????? ??? ?????? ?? ??? ? ???? ? ? ???? ? ?????? ???????????  
 ?????????? ?? ??????

27.07.2021

441

<http://gmkgclgmsmd.in/newsData/Report93.pdf>

2.

?? ???? ?? ???? ?????? ?????? ???? ?????? (????? ???????? ?? ???????, ??????? ???????? ?? ?? ?????? ??????????? ???????????)

17.02.2022

45

<http://gmkgclgmsmd.in/newsData/115.pdf>

3.

Women day (National Webinar on Role of yoga in Woman health management)

08.03.2022

274

<http://gmkgclgmsmd.in/newsData/Report93.pdf>

4.

Awareness Campaign for cyber security & Woman & Child Safety.

10.03.2022

75

<http://gmkgclgmsmd.in/newsData/Report94.pdf>

File Description	Documents
Annual gender sensitization action plan	<a href="#"><u>Nil</u></a>
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	<a href="#"><u>Girls Common Room Available in Campus And Committee against sexual harassment working in college.</u></a>

**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**

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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**

- Biodegradable material from Garden and dustbin are subjected to composting , confidential examination materials are Sent back to University, fused bulbs and tube lights collected from various administration office collected in dustbins and sent to Municipal collection centre. and rest of solid waste collected biodegradable waste like spent matter from lunch boxes ,banana and fruit refuse and leaves collected in garden were dumped for compost pit ,plastic polythene and carry bag is banned in campus.

**Liquid waste management**

- Water from rain was directly going to the rain water harvesting unit which was installed by the PWD department backyard of the college.
- Liquid waste from the point of generations like the water cooler and purifier and toilet etc is let out as effluent into a proper drainage facility.

**E waste management**

The major E-waste such as written off computer parts, printer cartridges, electronic gadgets, instruments/ equipment, LED bulbs are collected and sent to local collection points.

- Waste recycling system Used plastic bottles and cans are recycledfor ornamental and potting purposes,

- best from waste competition were organised to inculcate recycling practices

**Hazardous chemicals and radioactive waste management**

- Hazardous chemicals like Hg,Pb,Sn Inorganic acids like nitric acia nd conc sulfuric acid are recommended not to throw directly in drain but collected in separate bottle for proper disposal.
- Microbial cultures are discarded only after proper sterilization cycle

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<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** D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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:** B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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	No File Uploaded
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
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).

The college has taken many initiative to promote tolerance and harmony towards cultural, regional ,linguistic, communal, socio economic and other diversities among them is the celebration of national Unity day on 31st October every year commemorating the birthday of Sardar Vallabhbhai Patel as well as.

Samvidhan Divas on 26 November on every year many lectures debates Rangoli ,poster and quiz competitions are organized to create awareness among the students about the culture and tradition of state and Nations .

To help promote harmony the college organized national festival such as Independence Day, Republic Day ,Gandhi Jayanti ,Lal Bahadur Shastri Jayanti etc .celebrated .local art, music and dance, singing competitions are regular fixtures of the cultural program organized in the college.

Govt. Mata Karma girls college has a code of conduct for students and teachers and other employees which has to be followed by each one of them irrespective of their culture, region ,linguistic ,communal, socio economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

On 26th of November every year we celebrate Samvidhan Divas. Various activities like lecture poster and debate competitions etc. take place on their day to spread awareness regarding the Indian Constitution .An oath for safeguarding the constitutional values is taken by all and sundry.

As well as on 25th January every year we celebrate National voters day for raising awareness for voting rights for every 18 + Indian citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**4. Annual awareness programmes on Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded



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

Institution celebrates National and international commemorative days, events and festivals.

The college organized national festival Independence Day, Republic Day ,National voters day, Gandhi Jayanti. College student and NSS volunteers take part actively. In this great occasion ,the principal of the college conduct flag hoisting program.

On 26th November every year we celebrate Samvidhan Divas and take an oath of this day for unity and national integrity. Also department of Hindi celebrates Hindi Diwas. On this day students and faculty members per take in debates and delivers speeches on the importance of Hindi in national integration .

Dr. sarvepalli Radhakrishnan birthday is celebrated by the students as known Teachers Day on every 5th September as well as world yoga day is celebrated on every 25th June of every year. and on that day the faculties and students are perform yogasan in the college in the scheduled time in the morning.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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. USE OF SOCIAL MEDIA FOR DIGITAL LIBRARY SERVICES AND SOCIAL VALUE. (Continued since 2018)**

1.Objective of the practices 1. To create college library blog <http://www.matakarmalibrarian.blogspot.in>

and face book page

(<http://www.facebook.com/matakarma.collegelibrary>)

2.To introduce social media among students and readers for knowledge enrichment.

3.To acquaint the students for using the digital library service.

4.To provide link of e-PG Pathshala and NSDL (National Digital Library) and also acquaint

the student.

## 2. DAILY MORNING ASSEMBLY : PRAYER

Objective of the practice:

One of the greatest objective of this practice is creating a pious atmosphere that helps instill certain values such as humanity and discipline in the students. Prayer is a good source of passing the morals and values to the students.

Praying helps relax the body, mind and soul and can therefore help in taking well thought out decisions. It helps to diminish Ego and promote qualities of humanity, empathy and compassion. When students adopt the routine of praying they gradually learn to find a better sense of self.

Everyday our college students sing the national anthem" Jana Gana Mana" with prayer .The National Anthem helps in preserving and reinforcing the strong traditional culture by spreading the message of tolerance to pluralism across the world. It also evokes the true sense of Patriotism in the hearts of students, making them remember the Sacrifice Of Our great freedom fighters.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Session 2021-22 mid term of year was affected from second wave of covid- 19 pandemic and the academic calendar was also delayed in terms of admission,examination and initiation of regular classes hence the college staff Council initiated to look for organisation of online webinar with zero investment in designing of brochure preparation of Google registration form, online E- certificate distribution with mutual support of all faculty member and staff.

Our college is a purely government -added girls college so different scholarship for girls student like SC, ST, OBC minority and merit based scholarship are given to the our girls students as for government rule to promote girls education .

Our college girls not only perform well in Academic but many students do well perform in sports and games also. Many students more represented the college in university and state level sports competitions in their respective sports manure.

## 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 institution follows the syllabus as approved by the affiliatiuniversity Pt Ravishankar University, Raipur. The College ensures effective implementation through advance teaching plan and internal evaluation program. Beside these traditional evaluation patterns, students have also given individual and group assignments and seminar and presentation tasks to enhance individual and collaborative learning and presentation skill. As per the directions of the principal all the faculty members have also prepared and downloaded course material and modules topics on which there is available matter is insufficient. The principal assess the quality of teaching through a vigilant inspection of class lectures and verification of attendance and daily diary monthly and reinteraction with students. The college also regularly organizes guest lecture series for enhancement of knowledge. The IQAC committee monitors and evaluate teaching learning process through academic audit. All the checked books of internal exams are shown to students and were preserved documented.

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 prepares its own academic schedule in compliance with the academic calendar of CG higher education department. The evaluation system is fixed in advance and communicated to the students at thebeginning of the session. The college administration is very much concerned about the attendance aminimum of 75% attendance in all subjects is compulsory for appearing in final exams. All the checked answer books of internal exams are shown to students and were preserved and

documented. Remedial measures are taken for students showing poor performance in internal exams by arranging extra class. The internal examination time schedule as per academic calendar for the session are as follows:

File Description	Documents
Upload relevant supporting documents	<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	<a href="#">View File</a>

## **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**

**3**

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)

2

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

60

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

60

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

At present college do not run any special courses that address issues like GenderEquity, Environment and Sustainability, Human

Values and Professional Ethics into the Curriculum. The curriculum designed by the university Pt. R.S.U, Raipur for core courses include some of the aspects (Table 1.3.1a). In addition to that course structure of all three streams has Environmental studies and Human Rights in the first year of UG level (B.A., B.Com. and B.Sc.) as compulsory paper. Along with that a number of intra-college activities are arranged involving the students under NSS and YRC to address such issues

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

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

4

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

259

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

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="http://gmkgclgmsmd.in/newsData/Report41.pdf">http://gmkgclgmsmd.in/newsData/Report41.p df</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**



**2.1.1.1 - Number of sanctioned seats during the year**

720

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**

592

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

Institute organize internal exam according to academic calendar. Through exam we identify advance and slow learner student .

The following steps are taken for Advance learner -

- 1 Our faculty provide reference book for more understanding.
- 2 Faculty provides notes and online video lecture to students.
- 3 Library provides various general and reference books.

The following steps are taken for Slow learner -

- 1 Institute organize special class for slow learner.
- 2 Faculty revised difficult topics and organize doubt classes.

3 Faculty provide video lecture to make more understanding .

4 PDF Notes are provided for easy learning.

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

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

Number of Students	Number of Teachers
630	14

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

### 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

following steps were taken for student centric learning -

1 Faculty motivate student to ask question during class.

2 Student participate in group discussion and seminar for participative learning.

3 Faculty deliver lecture trough power point presentation .

4 Last 5 year questions papers bank is prepared tohelp students.

5 Faculty use Hindi and English language while teaching.

6 Teaching aids , Charts , demonstration of instrument are used for problem solving.

7 theoretical aspects were covered with practical demonstartion for better understanding.

8 group disussion model making competition were organised to

**inculcate participative learning**

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

All faculty members use smart classes time to time , during Covid - 19 maximum classes are taken by online mode through zoom and google meet. Annual and internal exam are also taken in blanded mode. Online lectures are prepared by faculty during period. Institute organize many webinar on relevant topics. Faculty provides notes , Video lecture , E-book through Whats app group of class. By library faculty student are added in N-list and registered in SWAYAM portal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

**2.3.3.1 - Number of mentors**

6

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

14

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**

5

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**

34

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.

College has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure 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. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted. Evaluated answer sheets were shown to students for addressing their grievances and shortcoming individually

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

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

The Institution has taken numerous steps to reform the examination procedures, processes and integrate Information Technology in evaluation system. The Institution integrated question paper setting, making proper seating arrangements of examinees in examination halls, evaluation of answer sheets and tabulation of marks. Results are published and grievances of examinees are taken in consideration. In case of objections raised by students, answer books are reevaluated properly.

Students are permitted to see their answer sheets after evaluation. Examiners are instructed to show part marking and right comments where necessary in answer sheets so that students could understand the rationale behind the marks given by the examiner. The mode of internal examination are of hybrid type: MCQ/Objective type questions and Long type questions.

Teachers make continuous internal assessment of students through classroom participation, tests, assignments, quiz and

seminars. Results are prepared in online as well as offline mode and result sheets are documented and filed properly. Students are informed about their percentage of class attendance in each paper. 75% attendance is mandatory for all students to be eligible to appear in the final University examinations.

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

## 2.6 - Student Performance and Learning Outcomes

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

Course outcomes identify the unique knowledge and skills expected to be gained from a given course. Programme Outcomes are one step broader statement that describes what students are expected to know and be able to do upon the completion of a Specific Program. Program Specific Outcomes are what the students of a specific program should be able to do at the time of studying in the Program.

Program Outcomes and Program Specific Outcomes are attained through the attainment of Course Outcomes.

Programme Outcomes and Course Outcomes for all programs offered by the Institution are stated and documented and communicated to teachers and students. The institution has incorporated outcome based education into it's curriculum.

OBE ensures that educational activities focus on learning based on achievable and measurable outcomes.

Internal deliberations on the OBE involving the faculty, alumni and academic experts helped the Institution in defining the POS, PSOs and COs for respective program and courses. The vision, mission, POs, PSOs and COs are communicated to students through printed manual and institutional booklets.

During the student's induction programme, teachers explain course outcomes, POs and PSOs while introducing the course at the beginning of the session.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://gmkgclgmsmd.in/Student_section.aspx?title=Programme%20Outcome">http://gmkgclgmsmd.in/Student_section.aspx?title=Programme%20Outcome</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Program Outcomes of all the programs are identified at the university Level. The course outcomes help the stakeholders (faculty) to manage the resources effectively to the maximum extent. This creates path to improve the result and overall performance of student continuously. The attainment of course outcomes are measured by asking spontaneous questions in the next lecture and conducting class test after the completion of each unit. The faculty also assigns students home assignments and presentations (in accordance with course outcome) to provide an opportunity to achieve the goal.

[http://gmkgclgmsmd.in/Student\\_section.aspx?title=Programme%20Outcome](http://gmkgclgmsmd.in/Student_section.aspx?title=Programme%20Outcome)

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**

171

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)**

[http://gmkqclqmsmd.in/Student\\_section.aspx?title=Feed%20Back%20Form](http://gmkqclqmsmd.in/Student_section.aspx?title=Feed%20Back%20Form)

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

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

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

0



File Description	Documents
List of research projects and funding details (Data Template)	<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

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

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

11

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>

### 3.2 - Research Publications and Awards

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

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

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers

**published in national/ international conference proceedings per teacher during the year**

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

2

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

### 3.3 - Extension Activities

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

The following activities were conducted under UNICEF Programme:-

(i) In nearby schools children were given information about child rights, child safety and Act against child labour.

(ii) Under "Padhai Tumhar Dwar" programme during COVID 19 students were taken classes of children of nearby villages.

(iii) Pregnant women were given information about periodic check-up, vaccination, hygiene, proper care and provision of beneficial schemes of central and state Govt. for them.

(iv) Children of locality were made aware about good touch and bad touch through street show.

(v) Under "Swachh Vidyalaya Scheme" volunteers of NSS were surveyed availability, cleanliness and conditions of Toilets at Block level.

(vi) Volunteers of NSS and YRC celebrated children day at Govt. Primary School Machewa. Children were made aware about personal hygiene and cleanliness, speak with confidence using play and fun methods.

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

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

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

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

11

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

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

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

472

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

### 3.4 - Collaboration

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

2

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

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

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

2

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

## 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.

#### Physical facilities

The institution has adequate facilities for teaching-learning. i.e., classrooms, laboratories,

computing equipment, etc.

Starting from a small government campus in 2005, the college now has its own building. The college campus is covered with greenery all around.

Created a pleasant natural environment. The institution has teaching-learning facilities, which are as follows:

The college has 13 classrooms with proper seating arrangement, lighting and green chalkboard.

Although the number of students is increasing every year, hence there is a need for further expansion.

The college has 6 well equipped laboratories in bhugol, microbiology, chemistry, zoology, botany, commerce.

There are 1 ICT enabled classroom, where students are taught using modern technology.

The nodal center provides computer access to all the students of the college in their spare time.

Free internet facility was also provided to all.

The college has a well-equipped library containing more than 4810 books and journals.

Modernization of the library is one of the top priorities of the college. Many books have been donated by alumni and other faculty/retired person on various subjects

Conferences and workshops and various cultural activities are organized throughout the session.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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 recognizes the importance of sports and games. The institute has adequate infrastructure

In terms of space and facilities

Fully developed sports ground and auditorium is presently unavailable for the college however a proposal for construction of Auditorium and development of sports ground was collected from PWD department and sent for approval to higher education department. Cultural activities like singing dance skit debates are conducted in open court yard in building premises covered with acrylic sheet from top (364.42m<sup>2</sup>). Similarly the same courtyard is used for badminton throwball, bollyball kabbadi practice. Rangoli, Alpana, poster exhibitions are conducted in 300m wide varandah available in college premises .Indoor games like carrom, table tennis are conducted in sports room, while the athletics are conducted on open ground available on front side. Yoga dhyana and pranayama as a part of best practice are conducted DAILY in the class rooms.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

2

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

1.20

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)

**Library as a Learning Resource 4.2.1 Library is automated using Integrated Library Management System (ILMS) Response:** Majority of our students are from rural and low economic background thus the college library plays a central role in providing books for learning. 99% of our students regularly use book issuing and reading room facility. The average usage of library varies from 14-15 visitors per day. A time table was designed to facilitate smooth issuing of books for every class in a week. The records of issued and returned books are manually maintained in issuing register. In the beginning of session the library management committee invites list of books and journals from each department which are then passed for purchasing as per grant received under various heads like BPL/SC/ST/ reference and magazine. The college committee has passed proposal for library automation and e-journal and books accession facilities to enrich existing library infrastructure. R.S. Solution library Management software was purchased from Ravi Solutions, Raipur which include book entry module, book issue return module, library member register module, book searching module stock verification system, pending book register module, defaulter student list, subject wise book report, author publisher wise book report facility. N-List membership was subscribed in March 2021.

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

0.017

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

#### 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

14

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

Institution frequently updates its IT facilities including Wi-Fi Response: The college has 3 computers with printer, scanner, external hard disc Pen drives and Bluetooth device to fulfill our needs. Wifi facility has been installed in july 2016 by Chattisgarh Infotech Promotion Socitey CHIPS which includes 5

wireless AP 8 port AccessL2POE switch UPS, 24 Port Cat6 Jack Panel and Cable manager and Accessories. which covers first floor and ground floor area. A WLL Broadband connection Go Green Plan FTTH\_ONT\_Type A with Phone Number 07723-297144 was allotted from BSNL in which Bharat 750 GB monthly plan is used under NMEICT to provide Internet Connection. Service engineer on call are available if network/wifi is not working. The college is committed to upgrade its IT infrastructure and associated facilities like new hardware and software for office, library. The college has a plan to open an e-library.

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

#### 4.3.2 - Number of Computers

03

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
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)

.080

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.

**Maintenance of College Building:** A Building construction and maintenance Committee has been constituted in the college under the supervision of the Principal to look after the maintenance of buildings and other infrastructure facilities. Being a government college, the maintenance of infrastructure and electric fitting is done by the CG Public Works Department (PWD). The maintenance and new construction proposals are forwarded to the PWD for the preparation of detailed estimate. After receiving detailed estimate it is forwarded to the Department of Higher Education for funding and execution. Construction proposals for cycle stand and guard quater was also executed through the PWD in same manner. Minor maintenance works are done with funds from the Jan Bhagidari Samiti.

**Maintenance of IT Facility:** The computers and their accessories are maintained by the supplier during the warranty period. Routine Maintenance is done by the concerning office staff.

**Maintenance of Sports facility:** Facilities for Chess, Carom, table tennis, Ball Badminton and Badminton are available in sports room and open courtyard from 2:00-4:00 pm after proper entry in register.

**Maintenance of Library facility:** The Library is comprised of issuing section and reading room facility. Librarian ensures the maintenance and functioning of library services through support of peon. An Advisory Committee suggests measures to improve the functioning of the Library and also allocate funds for the purchase of books and journals.

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

369

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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>C. 2 of the above</b>
File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>57</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>57</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited 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</b>	<b>B. Any 3 of the above</b>

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
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	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

38

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>
Any additional information	<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.

1

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
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 )

After the order by Chhattisgarh Government Department of Higher Education for the formation of Student union.

For the implementation of the order, Student union was formed in the college, But new order was issued to diminish the student union. Hence, the empanalment of student union was adjourned.

student representative members are part of descipline committe, cleanliness surveillance, Amalgated fund committee, Youth Red Cross, NSS etc.

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

**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**

1

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

These is an association of college Alumni. This Association is not registered now. The Alumni members meet once in a year in campus. In the alumni meet, they state their voluntary contribution for the betterment of the college.

The Alumni contribute towards college as part time lecturer (voluntarily) for the subjects in which these is no regular teaching staff during non appointment phase of guest lecturer.

the registration fees collected at the admission time helped us to create a fund for alumni activities.

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

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

**E. <1Lakhs**

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

## 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 to be a pre-eminent center of excellence, generating and imparting knowledge. Empower girls through quality education and meaningful learning process. **Mission**

- To provide sufficient opportunity for women in higher education.
- To assure all round development of our students.
- To provide social awareness among girls.
- To make them understand the actual meaning of life.
- To be a bridge between the rural-urban communities of students.

- Core Values Of The Institution To educate and empower girls of rural background to make them self reliant. To develop qualities of social, moral and creativity in student. To make student good and a responsible citizen.

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

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

The college practices decentralization and participation management in several areas of administration.

The staff council is the highest decision-making body of the college, where all teaching staff and non-teaching staff are members in different committees and councils.

1. The head of the institution along with heads of departments oversees the teaching plan of his/her departmental members.
2. He is empowered to make adjustment in routine, time assignment and examination duties.
3. He/she is privileged of convening departmental meetings.
4. He/she often takes the lead in planning webinars, career counselling sessions, inner-college exercises, study tours, and excursions.
5. He/she organizes and conducts parents and teachers meeting in which academic progress of students is discussed.
6. He/she often visit library to introduce creative and innovative benefits to students.
7. He/she works with departments, oversees paper settings, evaluations and makes submission of all inter-examinations and determines the admission criteria of students in background of governmental admission procedure.

The above enumeration of features compromising of participative management points fairly and conclusively to the ethics of decentralization which is integral to the institution.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective/Strategic plan The institution has a Perspective/Strategic plan in place to help it develop in a systematic, phased and well thought out manner.

1. Introductions of new subjects at UG and PG Level.
2. 2- Applications for more substantive post from different departments.
3. Partnering with the lead college of the district through MOU.
4. Expansion of various activities through to accommodate more classrooms, laboratories, staff rooms and etc.
5. Extension and renovation of botanical garden of the intuition.
6. Imparting the scope and profile of the teaching-learning experience through the use of ICT and other innovative methods.
7. Participation of teachers in decision making process and bodies.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
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 functioning of the institutional bodies is effective and efficient as visible from policies administrative setup, appointment and service rules, procedures, etc.

The organogram of Govt. Mata karma girls' college reflects the democratic character and shared responsibilities with which governance takes place.

#### Governing Bodies -

1. Staff Council - The institution has a staff council consisting of teaching and non-teaching staff, led by Principal.
2. Administrative setup - The Principal is the administrative head of the institution. He has his team of departmental heads, teacher- council, clerical staff to assist him in discharge of duties.
3. The IQAC - The IQAC also collaborate with the principal to ensure a quality teaching and training environment  
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) in the college.
4. The functional bodies - The finance committees, building committees, take decisions regarding finance, building construction, renovations and maintenance of the college infrastructure.
5. Service rules/procedures, recruitment and promotion policies- The rules and regulations and criteria prescribed by the UGC and MHRD and state government service rules, procedures, recruitment and promotion policies.
6. Grievance Redressal mechanisms- There are many Grievance Redressal mechanisms including the anti -sexual harassment cell, the anti-ragging cell, grievance redressal cell with complaint box placed permanently and right to information is fully implemented.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

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

As college is government institution, only government welfare schemes are applicable for the teaching and non-teaching staff of the institution. The state government has framed many acts/rules and regulation for effective welfare measures for their employees and these rules are amended/updated time to time. All the employees of state government are covered under Chhattisgarh civil services rules. The rules which govern welfare measures include: civil service conduct rules, Anukampa Appointment, Chhattisgarh pay revision rules, Rules for various Allowances, Chhattisgarh civil service medical Reimbursement rule, Travelling allowances, Family benefit rules, Chhattisgarh civil service (leave) rule 2010, Chhattisgarh civil service (promotion) Rule 2003, Chhattisgarh state (Retirement) Act

2012, Chhattisgarh state (Pension) Rules and contributor Pension scheme (CPS) for employees appointed after 2004. Allowances: Dearness Allowance, House Rent Allowance, Washing Allowance (only for class III & IV optional), Medical Reimbursement, Festival Advances for class III & IV employees, Pension & Family Pension leaves: Casual Leave (13 days), Half pay leave on medical ground (20 days) Earn leave (10 days per year for teaching staff and 30 days per year for non-teaching staff, Maternity Leave (6 months) Paternity leave (15 days), study leave (max 2 years) Teacher fellowship (for teaching 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)	<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

4

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

#### A. Performance Appraisal System for teaching Staff.

The Performance of the Faculty valuation is based on performance based appraisal scheme (PBAS) proforma submitted by faculty every year. This scheme details individual teachers teaching learning and evaluation related activities : professional contribution to academics, performance in invigilation duties, contribution to college activities like their roles in academic council, planning and development committee, teachers participations in conference, workshops, symposia, publication in journals, publication of book, research supervision, awards and honours received and others. The above set performance appraisal format is filled by every teacher with enclosures and is forwarded to the commissioner of the department by the Principal with required notes for assessment. This practice is followed every year in all sessions.

#### 1. Performance Appraisal System for non-teaching Staff.

A few strategies are observed in appraisal of non-teaching staff performance. This includes contributions of individuals, knowledge of subject matter, awareness, productivity, quality, willingness to learn, diligence and others. Besides this, the behavioural aspects like punctuality, group-behaviour, acceptability etc. are also assessed. A prescribed format which includes all the above set related to points and sub points are filled up by the non-teaching staff and sent to the departmental head.

by the Principal every year with his notes and recommendations.

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

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 .



Institutional Internal audit is regularly conducted by the a faculty member appointed for this purpose. He regularly checks all financial transactions made by the institution. The head of the institution and the head clerk supervise all these financial activities minutely. External audit is occasionally conducted by the departmental audit cell and accounts General of Chhattisgarh government. Their doubts, objections and clarifications are removed within time limit. There is a finance sub-committee which monitors the appropriate use of available finances of college. One member of the teaching staff is appointed by the college to look after the financial aspects of the college on behalf of the principal.

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

#### 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

Being a government institution, it has to depend on the department for financial needs. On occasions, the department releases grants for infrastructure, laboratory, library and for other purposes. The PWD of District is assigned to get financial aid for infrastructure development works. For library, grant is given by the department which is used under

supervision of purchase committee. Some development work is done with the fund of Janbhagidari which is not sufficient. The institution sends its different financial requirements to the department. When it is approved, the institution gets grants. The institution optimally utilises financial resources.

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

## 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

### 1. Internal Quality Assurance System (IQAC)

Internal Quality assessment cell has contributed significantly for institutionalizing the Quality assurance by constantly revising the teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Two practices institutionalised as a result of IQAC initiatives :-

1. Online Students feedback system :- The IQAC has developed an online proforma of students feedback to gather information from students about their study, objectives, relevance, learning outcomes, teaching methodologies and so on. The institution has been recording students feedback online for some years as a Quality indicator as to make teaching Qualitative. It involves all Students to asses and improve curriculum, Qualityteaching and learning in the college. The students feedback bring improvement in teaching of teachers and strengthen them. The system has been developed and maintained by the IQAC.

2. Display and discussion of the answer books :- The IQAC has introduced a system of displaying answer books to students. Teachers discuss about answers with students after internal exams. Students are given opportunity to discuss scripts after evaluation. They discuss about the Quality and deficiencies of answer books and try to improve writing answers. students are free to make enquiry about evaluation. Their grievances are taken to the grievance redressal cell. This is one of the biggest initiatives of IQAC concerning evaluation.

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

1. 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 IQAC the institution supervises the academic activities. It reviews teaching learning process, structures, methodologies and learning outcomes at periodic intervals. In the beginning of the session, the strategy and programme of teaching is discussed. Progress of teaching is supervised. Syllabus is divided into units which is completed before scheduled time. College level exams like unit tests, monthly tests, tri-monthly tests and pre-annual exams are conducted on schedule. Answer books are properly valued and result is declared. Students are given answer books to check its shortcomings. They can discuss with concerned teaching staff about their answers and its shortcomings and ways to improve. Besides teaching, Quiz competitions, G.K. competitions, essay competitions, newspaper reading competitions both online and offline are undertaken to improve quality, awareness and learning outcomes of students periodically.

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**

**C. Any 2 of the above**

**initiatives with other institution(s)  
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

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

Gender equity is an issue which is given top priority at college. The college is determined to create awareness regarding gender equity amongst the girl's students. There are many programs and events organized every year in the college to address this issue.

S.No.

Program Name

Date of Events

No. of Participation

Link

1.

????? ?????????? ??? ?????? ?? ??? ? ????? ?? ?? ??????? ???????????  
 ?????????? ?? ??????

27.07.2021

441

<http://gmkgclgmsmd.in/newsData/Report93.pdf>

2.

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???????, ?????? ????????? ?? ?? ?????? ?????????? ???????????

17.02.2022

45

<http://gmkgclgmsmd.in/newsData/115.pdf>

3.

Women day (National Webinar on Role of yoga in Woman health management)

08.03.2022

274

<http://gmkgclgmsmd.in/newsData/Report93.pdf>

4.

Awareness Campaign for cyber security & Woman & Child Safety.

10.03.2022

75

<http://gmkgclgmsmd.in/newsData/Report94.pdf>

File Description	Documents
Annual gender sensitization action plan	<a href="#">Nil</a>
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	<a href="#">Girls Common Room Available in Campus And Committee against sexual harassment working in college.</a>

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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

- Biodegradable material from Garden and dustbin are subjected to composting , confidential examination materials are Sent back to University, fused bulbs and tube lights collected from various administration office collected in dustbins and sent to Municipal collection centre. and rest of solid waste collected biodegradable waste like spent matter from lunch boxes ,banana and fruit refuse and leaves collected in garden were dumped for compost pit ,plastic polythene and carry bag is banned in campus.

#### Liquid waste management

- Water from rain was directly going to the rain water harvesting unit which was installed by the PWD department

backyard of the college.

- Liquid waste from the point of generations like the water cooler and purifier and toilet etc is let out as effluent into a proper drainage facility.

**E waste management**

The major E-waste such as written off computer parts, printer cartridges, electronic gadgets, instruments/ equipment, LED bulbs are collected and sent to local collection points.

- Waste recycling system Used plastic bottles and cans are recycled for ornamental and potting purposes,
- best from waste competition were organised to inculcate recycling practices

**Hazardous chemicals and radioactive waste management**

- Hazardous chemicals like Hg,Pb,Sn Inorganic acids like nitric acid and conc sulfuric acid are recommended not to throw directly in drain but collected in separate bottle for proper disposal.
- Microbial cultures are discarded only after proper sterilization cycle

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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 with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>



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

The college has taken many initiative to promote tolerance and harmony towards cultural, regional ,linguistic, communal, socio economic and other diversities among them is the celebration of national Unity day on 31st October every year commemorating the birthday of Sardar Vallabhbhai Patel as well as.

Samvidhan Divas on 26 November on every year many lectures debates Rangoli ,poster and quiz competitions are organized to create awareness among the students about the culture and tradition of state and Nations .

To help promote harmony the college organized national festival such as Independence Day, Republic Day ,Gandhi Jayanti ,Lal Bahadur Shastri Jayanti etc .celebrated .local art, music and dance, singing competitions are regular fixtures of the

cultural program organized in the college.

Govt. Mata Karma girls college has a code of conduct for students and teachers and other employees which has to be followed by each one of them irrespective of their culture, region ,linguistic ,communal, socio economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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

On 26th of November every year we celebrate Samvidhan Divas. Various activities like lecture poster and debate competitions etc. take place on their day to spread awareness regarding the Indian Constitution .An oath for safeguarding the constitutional values is taken by all and sundry.

As well as on 25th January every year we celebrate National voters day for raising awareness for voting rights for every 18 + Indian citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

teachers, administrators and other staff  
**4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Institution celebrates National and international commemorative days, events and festivals.**

The college organized national festival Independence Day, Republic Day ,National voters day, Gandhi Jayanti. College student and NSS volunteers take part actively. In this great occasion ,the principal of the college conduct flag hoisting program.

On 26th November every year we celebrate Samvidhan Divas and take an oath of this day for unity and national integrity. Also department of Hindi celebrates Hindi Diwas. On this day students and faculty members per take in debates and delivers speeches on the importance of Hindi in national integration .

Dr. sarvepalli Radhakrishnan birthday is celebrated by the students as known Teachers Day on every 5th September as well as world yoga day is celebrated on every 25th June of every year. and on that day the faculties and students are perform yogasan in the college in the scheduled time in the morning.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
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. USE OF SOCIAL MEDIA FOR DIGITAL LIBRARY SERVICES AND SOCIAL VALUE. (Continued since 2018)

1.Objective of the practices 1. To create college library blog <http://www.matakarmalibrarian.blogspot.in>

and face book page

(<http://www.facebook.com/matakarma.collegelibrary>)

2.To introduce social media among students and readers for knowledge enrichment.

3.To acquaint the students for using the digital library service.

4.To provide link of e-PG Pathshala and NSDL (National Digital Library) and also acquaint

the student.

### 2. DAILY MORNING ASSEMBLY : PRAYER

Objective of the practice:

One of the greatest objective of this practice is creating a pious atmosphere that helps instill certain values such as humanity and discipline in the students. Prayer is a good source of passing the morals and values to the students.

Praying helps relax the body, mind and soul and can therefore help in taking well thought out decisions. It helps to diminish Ego and promote qualities of humanity, empathy and compassion. When students adopt the routine of praying they gradually learn to find a better sense of self.

Everyday our college students sing the national anthem" Jana Gana Mana" with prayer .The National Anthem helps in preserving and reinforcing the strong traditional culture by spreading the message of tolerance to pluralism across the world. It also evokes the true sense of Patriotism in the hearts of students, making them remember the Sacrifice Of Our great freedom fighters.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 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

Session 2021-22 mid term of year was affected from second wave of covid- 19 pandemic and the academic calendar was also delayed in terms of admission,examination and initiation of regular classes hence the college staff Council initiated to look for organisation of online webinar with zero investment in designing of brochure preparation of Google registration form, online E- certificate distribution with mutual support of all faculty member and staff.

Our college is a purely government -added girls college so different scholarship for girls student like SC, ST, OBC minority and merit based scholarship are given to the our girls students as for government rule to promote girls education .

Our college girls not only perform well in Academic but many students do well perform in sports and games also. Many students more represented the college in university and state level sports competitions in their respective sports manure.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 7.3.2 - Plan of action for the next academic year

**Action plan for academic year 2022-23 :-**

To increase Gross enrollment ratio of college induction program at near by higher secondary girls\ co-Ed schools will be done by the faculty of college

To open PG level classes in Arts (hindi literature, english literature, social work) Science (Botany chemistry) and Commerce ( M. Com).

To Organize programs on career guidance and legal awareness voter awareness, health hygiene and women safety.

To generate fund and procurring budget for infrastructure development to fulfill present student intake and lab facilities for UG and PG classes. the staff council will submit proposal to SLQAC, Raipur.

To arrange full time free PSC coaching facility, CSIR NET Preparation ,Agniveer Bharti, and other job oriented guidance facility to increase employment and Placement ratio.

Submission of research/seminar proposal to various funding agencies for financial support

Development of incubation centre under institution social responsibility with Jhanbhagidari support for enhancing enterpreunership development at local level