



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**VIRANGNA RANI AWANTI BAI LODHI GOVERNMENT
ARTS AND COMMERCE COLLEGE RAMATOLA**

VILLAGE- RAMATOLA, POST- CHICHOLA, DIST. RAJNANDGAON.
CHHATISGARH. PIN 491557

491557

www.govtcollegeramatola.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

November 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

EXECUTIVE SUMMARY

Criteria 1.1 INTRODUCTION

We are presenting this SSR for the 1st cycle of accreditation when it almost became mandatory for every college be it as small as ours.

Our college Virangna Rani Awanti Bai Lodhi Govt.College of Arts & Commerce College Ramatola,Dist.Rajnandgaon (Chhattisgarh) was established in Aug 1989 by the Department of Higher Education, Govt.of Madhya Pradesh.This is an undergraduate college conducting Bachelor of Arts programme. It's affiliated to the Hemchand Yadav University Durg.

This is located in a 15 acre campus in the rural area catering mostly to Tribal and Other Backward class children.

The nearest rail head is Dongargarh 10 kms away. Dongargarh is the important railway station on the Mumbai-Kolkata trunk route.Trains are available to all the major cities of the country like Delhi, Mumbai,Kolkata,Chennai,Hyderabad,Ahmedabad and other state capitals..

Its on the state highway connecting Dongargarh- Ramatola- Lal Bahadur Nagar-Chichola(20 kms stretch). Chichola is the meeting point of the state highway and National Highway 53(old NH-6).This Govt College Ramatola is flanked by the two bigger Govt. Colleges at Dongargarh(10kms away) and Lal Bahadur Nagar (4kms away). This sandwiched location is the biggest bottleneck in its student intake and general growth .Those who cannot get admission elsewhere can get admission here. The government did take initiative to close it down but the order was cancelled. Once again after some time another govt tried to close it down but restricted its order to closing the Commerce Faculty. This college is having the distinction of being the Single Faculty College in the State.Under the Arts faculty the subjects taught are Hindi,English,History,Economics and Sociology. The student intake never crossed 100 in its entire existence of thirty two years.The average strength of the college over the years is less than 50.The present strength of140 is due to the online open exam due to the corona crisis management.

The present college building was built in 2007. The location of the college is scenic.It has two ponds in the campus. It is surrounded by the hills and forests nearby.The primary health centre is just 150 metres away.

The main endeavour of the college is to sustain itself catering to the economically, socially and educationally most disadvantaged students and get them into the mainstream of society through sustained learning and arousing in them the curiosity to understand and explore the social ,economic and the political realities of the country and the larger world. To instill in them the strength to better themselves to make the nation strong.

Vision

VISION

Our vision for our college for students, teachers, the non teaching staff and the college itself is small but significant. For the students it is to make them aware about the importance of knowledge in daily life and use it to improve themselves and their surroundings in a meaningful way. The dignity of human labour and application of mind to enhance their earnings, to apply the health and sanitation learning, to instill in them the spirit of enquiry and scientific thinking.

For the teachers it is to achieve their best in the personal and professional life. The importance of cooperation and coexistence in the plural society, getting rid of the remnants of the decadent social biases. The non teaching staff is to be involved in the proper management of the college through computer learning, treating campus as their place of work worship

We wish to develop it as an excellent centre for teaching of Arts with special emphasis on learning English.

In sports we can coach some students in swimming.

Since we have a small group of students they can be carried to the spots for the training in health, hygiene and sanitation.

A visit to the nearby vocational centres for weaving, wood carving and intensive agricultural farming. Exposure to these can make them self sufficient and self reliant.

The educational level is too low but they can be guided to join the paramilitary forces.

Mission

MISSION

To achieve the vision in gradual and sustained way through the persistence, patience and planning.

To increase the strength of the college.

To make the people aware about the importance of higher education. ,environmental awareness, scientific thinking, inculcation of national temperament. of peaceful coexistence and social harmony

Internet based learning promotion.

To get rid of people's bad habits of gutka chewing, pan masala, bidi, cigarette and wines, desi masala and sada liquors.

Values of discipline ,manners ,courtesy, rules of behavior etc. has to be explained.

To inculcate a sense of self discipline in teachers

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

STRENGTH

All teaching posts filled up.

Scenic and quite location, of late house construction has started on the left flank of the college.

Pollution free, noise free environment ,surrounded by forest ,hills and greenery.

Spacious building.

Two ponds with swimming facilities.

Mini Gym.

Musical instruments.

Institutional Weakness

WEAKNESS

Low student intake. Student strength is very low. Average being less than 50 over the years..

Those students who do not get admission in the vicinity college get admission here. Seats remain vacant except in last few years.

Rural educational awareness is quite low.

English learning is very poor.

Comprehension ability is poor, motivation of students is very low.

Institutional Opportunity

OPPORTUNITIES

Swimming training.

Visit in rural schools.

Teacher –students-parent one to one interaction.

Institutional Challenge

THREATS AND CHALLENGES

To increase the strength of the students.

To inculcate discipline in the minds of the students.

To make the students aware and receptive to the knowledge.

To develop the skill of unwilling staff.

To improve the results of the students.

Two bigger colleges in the vicinity is the reason for the low strength of the college.

Cattle grazing in the field is perpetual destroyer of the plantation..

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

CRITERIA 11.3 CRITERIA WISE SUMMARY

Curricular Aspects

Our college follows the curriculum set by our affiliating university Hemchand Yadav University Durg. The academic calendar is decided by the department of Higher Education, Government of Chhattisgarh. The academic component is taken care of by the HYU University. The college tries its best to implement the curriculum in the best interest of the students. The college has limited number of subjects under only one faculty. Under Arts Faculty five subjects are taught- History, Economics, Sociology, Hindi and English. The student is given option to choose any three subjects along with compulsory Hindi language and English language. Environmental science is compulsory in the first year of 3 year degree course. Teachers make the month wise teaching plan for the academic year. This is monitored by the Principal of the college. The students feedback is taken on the teaching learning methods for evaluating its outcome. The field trip is organized by the college to supplement their leanings.

Teaching-learning and Evaluation

Criteria 2

The college adheres to the teaching –learning evaluation. The college caters to the needs of the rural deprived

sections whose educational attainment is quite low. The syllabus of the university is followed in toto for the annual examination sake but its content is modified for simpler presentation to the students. It is toned down to the comprehension level of the students. The class teacher engages in the discussions and use the internet based learning system to educate them. Google meet and Zoom platform is used for online class lectures during the lockdown period due to covid 19. College encourages the staff for various faculty development programmes. Those not having Ph.D degrees are encouraged to pursue the programme. The evaluation at the annual exam reveals that pass percentage of the students conforms to the average of university pass percentage. The college in its admission policy it follows the SC/ST/OBC reservation norms of the state government . The examination is conducted timely and the annual results declared on time. The internal examinations are held. Half yearly exam is conducted whose marks are added to the annual results declared by the university.

Research, Innovations and Extension

Criteria 3 Research ,Innovation and Extension

Our college does not have the traditional infrastructure for research. The Post Graduate class is not held .Our library is devoid of the reference books. Library caters to the text book needs of the students alone.Despite the limitations during the last 5 years 2 teachers have been awarded the Ph.D degree. They have published some research papers in the local and national level journals. The college undertakes the social responsibility part quite seriously. Through youth red cross, voter awareness and green plantation drive the college meets the social responsibility. The medical health campaign regarding AIDS, health and sanitation is followed.

Infrastructure and Learning Resources

Criteria 4 Infrastructure and Learning Resources

The college has a building of its own which is maintained by the PWD. It has 4 class rooms, 1 office ,1 principal chamber, I staff room, I library, I kitchen, I girls common room. One small gymnasium. There is one computer for the office use and one for the students. Our college is quite poor in matters of fund. We don't get any RUSA fund. The paucity of fund affects it's all round development. The classroom has sufficient furniture. The library has 4961 books in stock. The college doesn't subscribe to any journal. The government of Chhattisgarh is going to take the decision of digitalizing the library soon as per the newspaper reports.

Student Support and Progression

Criteria 5

Student support and Progression;

Our college encourages the students to participate in the academic and non academic activities of the college for the complete personality development of the students. The outgoing students are advised on the higher studies and other job related exams. The student union are constituted every year as per the instructions and guidelines of the State Government of Chhattisgarh. The government provides the scholarship to the college students. They get scholarship under the Post Matric scholarship and BPL scholarship scheme. The students are given English language speaking training and communication skills, public speaking training. The hygiene and

sanitation principles are conveyed in simple biological form. For the physical fitness the sports facilities like Gym, Badminton, Table Tennis are made available to the students. The Youth Red Cross conducts programmes on the AIDS awareness and its prevention. Students are actively involved in the greening of the campus. The students' social consciousness is raised through individual and collective interaction with the society. The moral obligation to give back to the society and contribute to its development is instilled in the students.

Governance, Leadership and Management

Criteria 6

Governance, Leadership and Management.

This college is governed by the state government and its rules are followed. The Principal is appointed by the the government who is the administrative head of the institution. The teaching staff is also appointed by the state government through Chhattisgarh Public Service Commission. All the staff of the college have to follow all the rules of the state government in all service matters. The salary is disbursed through the Treasury of the Government. The principal adopts a participative system of management in decision making. He makes various committees for smooth functioning of the college. For the annual exam one Center superintendent is appointed to conduct the exam smoothly. The purchase committee follows the rules of the purchase and recommends the right firm for placing orders. The teaching staff is encouraged by the principal to attend conferences and seminars and to join the faculty development programmes.

Institutional Values and Best Practices

Criteria 7

Institutional Values and Best Practices

The college endeavors to inculcate the punctuality among the staff and responsiveness to the students problems and the issues. The campus is made eco friendly through the plantation drive in and outside the campus. The sensitivity towards girls and ladies is taught. The third gender issues and the problems faced by them in the society is explained. The legal rights of women and the third gender is propagated and practiced. The human values of compassion ,tolerance and respect for other individuals and religion is taught. The college staff believes in interacting with each other on the personal level. They participate in the family functions like marriage or birthday celebrations. The teachers visit the students house to motivate the students and the parents and solve the issues faced by them. The college power consumption is quite low because of the judicious use and natural lighting. The rain water harvesting has been done . the use of plastic is banned. Uses of bicycles are encouraged. Inside campus has been adequately planted with flowers and fruit bearing trees. For Divyangs ramp has been made at the entrance of the college. The right way of using the washroom has made it stink free. A new value system is developed amongst the users that they themselves are responsible for using and keeping it clean. The college organizes various activities to promote the harmony amongst different linguistic,cultural and religious groups. The national and international days and events are celebrated.

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	VIRANGNA RANI AWANTI BAI LODHI GOVERNMENT ARTS AND COMMERCE COLLEGE RAMATOLA
Address	Village- Ramatola, Post- Chichola, Dist. Rajnandgaon. Chhatisgarh. Pin 491557
City	DONGARGARH
State	Chhattisgarh
Pin	491557
Website	www.govtcollegeramatola.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	T. Thakur	07823-212513	9098615491	-	govt.college.ramatola@gmail.com
IQAC / CIQA coordinator	Thukel Thakur	-	9098615491	-	thukelthakur@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	04-08-1989			
University to which the college is affiliated/ or which governs the college (if it is a constituent college)				
State	University name		Document	
Chhattisgarh	Hemchand Yadav University Durg		View Document	
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	08-01-1999	View Document		
12B of UGC	08-01-1999	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Village- Ramatola, Post-Chichola, Dist. Rajnandgaon. Chhatisgarh. Pin 491557	Rural	16.49	1175

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA, Arts	36	Twelfth	Hindi	60	60

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				5			
Recruited	0	0	0	0	0	0	0	0	3	2	0	5
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				7
Recruited	6	0	0	6
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	1	0	3
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	87	0	0	0	87
	Female	53	0	0	0	53
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	2	2	0	4
	Female	1	0	4	1
	Others	0	0	0	0
ST	Male	30	15	13	3
	Female	21	11	12	3
	Others	0	0	0	0
OBC	Male	55	40	25	15
	Female	30	14	16	2
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	0	0	1	0
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	1	0	0	0
	Others	0	0	0	0
Total		140	82	71	28

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
37	37	37	37	37
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
140	81	71	28	47
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
34	34	34	34	34

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
19		8	2	6

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 4

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
1.47195	0.45580	0.58766	4.28281	0.95273

4.3

Number of Computers

Response: 5

4.4

Total number of computers in the campus for academic purpose

Response: 1

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

RESPONSE

1.1.1 The College follows the academic calendar prepared by the department of Higher Education, Govt. of Chhattisgarh and followed by the affiliating university Hemchand Yadav Vishwavidyalya Durg. An academic year starts in the month of July every year and ends in the month of June of the succeeding year. Due to the Covid situation in the country and our state since March 2020 the academic and exam schedule got disturbed and offline exam got replaced by online or home exam. It had effect on teaching and on the exam results. Almost all the appearing students in the exam passed and moved to the next level. Academic calendar of the session starts with admission process of UG classes for which advertisements through University online channels and transparency in the admission process is followed. Date of issue of admission forms and their submission is decided, declared and notified through newspapers, Colleges' website and also display. Its put on the notice boards of the college too. Admissions to UG classes are provided on the basis of merit and Government's reservation policy for SC/ST/OBC students. Class wise teaching time table is displayed on the notice board of the College. Month wise teaching plan is prepared for each Course of the UG classes. Classes starts from first week of July. No guest lectures are appointed as we have all the faculty positions filled up. Orientation programs are organized for the new boys and girls to acquaint them with the college, its rules and regulations. The freshers are made acquainted with the College and University norms and regulations. The main curriculum and awareness about extra-curricular and co-curricular activities is also conveyed to the students. The conduction of internal assessment is a regular process and a part of curriculum and the marks obtained are added to the final scores in annual exams. Model exams for the UG classes are also conducted in the month of January for preparing the students for the annual exams. Cultural festival is celebrated in the month of December/January. The active participation of the students in the cultural activities is encouraged to make them aware about their traditional and cultural values.

File Description	Document
Upload Additional information	View Document

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

Response:

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE.

RESPONSE:

Every year the new academic session starts in the month of July and ends in the annual exam which starts in mid March-April. The total teaching days is usually around 180 days. The month of May and June is for evaluation of answer books and short summer break of 15 days.

The admission dates are announced keeping in the mind the class 12 th result . Our affiliating university HYU Durg has centralized the online applications for admissions in various colleges. The college downloads the application forms of their college applicants and prepares the merit list. It follows the State Government reservation policy for SC/ST/ OBC students

The admission notice is displayed on the website and on the college notice board. The information is also disseminated through WhatsApp class groups.

At the beginning of the session Time Table is displayed on the college notice board. The class timing is from 10.30 to 5.30 p.m. on all six working days

Every teacher prepares the monthly teaching plan covering the various units of the syllabus prescribed by the university.

At the beginning of the session Orientation programme for the fresh students are organized by the college which is addressed by the Principal and followed by the teaching staff and the librarian. The office staff is also introduced to the new students. The history and the rules and regulations of the college is explained to the new students. The yearlong academic, cultural and extra curricular activities are show cased to them. The senior students are introduced to help them informally.

Extracurricular activities are conducted in the month of December and the cultural activities in the month of January.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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 last five years

- 1. Academic council/BoS of Affiliating university**
- 2. Setting of question papers for UG/PG programs**
- 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
- 4. Assessment /evaluation process of the affiliating University**

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 0

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

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

RESPONSE

1.3 CURRICULUM ENRICHMENT

Crosscutting issues related to the Professional Ethics, Gender sensitization, Human values and human rights ,Environmental issues and the sustainable development are integrated into the curriculum and transmitted to the students in systematic manner. While teaching those values teachers take into account the social and economic background and the world view of the students.

1. Gender.

The girls in the college are welcomed in the beginning of the session. Since most of them are the first generation college attendess in their family they are appreciated and congratulated and inspired to do well and be the change for the future generations. Educated mother is the main educator of the family. The various laws and measures to protect the women and develop them is explained which includes sexual harassment ,and family laws relating to the dowry and mental torture, the role of the family court, maintenance law in case of divorce etc. The boys and girls are taught how to interact with each other in healthy way respecting each others' dignity. The strict laws regarding the punishment is explained through the case studies picked up from the daily newspapers. International women's day is celebrated and its importance is explained through the different women political leaders of the world.

2. ENVIRONMENT AND SUSTAINABILITY.

The college has good greenery inside the fore walls of the classrooms. The continual efforts of the teachers and the students have borne fruit literally. The fruit trees include guava, banana and mangoes. The college also does the tree plantation drive in the vicinity. The cleanliness drive is carried out at the foothills of the temple. The campus is kept plastic litter free. The use of synthetic stuff is discouraged because it takes long time to degrade. The concept of biodegradability is taught to the students. On the environment day quiz and lectures are arranged to create the awareness about the climate change. The cleanliness drive is done in the campus ponds. The trees have been planted in the enclosed tree area through the help of the department

of the forest.

3. Human Values and Professional Ethics

The human rights day is observed and the value of liberty and the right to peaceful existence with concern for the life and liberty of others is inculcated amongst the students and the staff. The value of economic freedom to ensure the basic human values is essential prerequisite. The students are shown the value of handicrafts in becoming economically self sufficient. They are exposed to the weaving industry. The students are asked to get the eye check done at the nearby Primary Health Centre at the nominal charges. The worm pills are distributed free to all.

Curriculum relevant to Gender issues.

B.A. Sociology –Paper 1 Unit 11, Women and Minorities.

B.A. Environmental studies (All Units)

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.7

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 37.86	
1.3.3.1 Number of students undertaking project work/field work / internships	
Response: 53	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni	
Response: C. Any 2 of the above	
File Description	Document
Any additional information (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:
<ol style="list-style-type: none"> 1. Feedback collected, analysed and action taken and feedback available on website 2. Feedback collected, analysed and action has been taken 3. Feedback collected and analysed 4. Feedback collected 5. Feedback not collected
Response: C. Feedback collected and analysed

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 40.78

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
140	81	71	28	47

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
180	180	180	180	180

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 214.71

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
139	81	70	28	47

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

RESPONSE;

The institution assesses the learning levels of the students and organizes special programmes for advanced learners and slow learners.

Response; Our college is situated between two big Government Colleges within a linear distance of 14 kms. It is a single faculty college. The students admitted in our college come from socially and economically weaker sections of the society. About 99 per cent of the students are from weaker sections of the society. They complete their study by taking scholarships from the government. Those students who fail to secure admission in the adjoining college take admission in our college. Thus the overwhelming majority of the students are of low educational levels.

Our institution identifies the slow learners and advanced learners under 3 parameters over a year.

Mechanism;

1. On the basis of the last year's marks.
2. The performance in the tests and activities are conducted at the beginning of the academic year.
3. Lastly, on the basis of the performance through out the year.

Strategies for advanced Learners.

- Students are encouraged to get the university ranks and are guided how to solve the paper in time.
- Students are given guidance to excel in the competitive /entrance exam.
- Career counselling is also done.
- Students are encouraged to become a team leader which develops the team spirit, responsibility and leadership.
- Our institution focuses on grooming the overall personality of the students and renders help to the bright students to get higher education.
- Participative learning sessions, i.e. Welcome Day, Teachers Day, Farewell Party, Yoga Day, Republic Day and Independence Day are organized.
- Students are motivated and opportunities are provided to them to gain experience through Educational tours, field visits etc.

Strategies for the slow learners.

Mentor –Mentee Interaction;

The respective Mentors have one to one interaction with their mentees and understand the progress in academic growth,sports,cultural activities, regularity and active participation in co curricular activities. The mentor also counsels on the health as well as stress issues relating to friends /parents/teachers.

Special and Remedial Classes; Special and remedial classes are organized to improve the performance ,to clear the doubts, to help them recall the taught content of the syllabus during the regular classes and re explanation of the difficult topics. The question papers of the previous years are discussed in the remedial classes and slow learners are encouraged to solve them. Extra classes are thus organized to help the students in all possible ways.

Open Book Test ; Open Book Test is conducted in all subjects for the better understanding of the questions and the relevance to answers.

Students are given extra notes.

Students are encouraged for Black board presentation on the topics.

File Description	Document
Upload any additional information	View Document

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

Response: 28:1

File Description	Document
Any additional information	View Document

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

Response:

RESPONSE ;

Though the educational level is very low ,our college is renowned for continuous teaching and learning schedule. Every effort is made to make it student -centric. 'Lecture- method' is the predominant method

followed in all the programmes. The key methodologies used are lecture method, interactive method or participatory approach and problem solving method.

From the very beginning of the session, the students are strictly directed to attend the classes regularly. The lectures in the class are followed by the interaction with the students which helps the teachers to analyze their potential and also to plan further teaching schedule. The students are given home assignments based on the topics discussed. They are provided study material and books to enhance their knowledge. Apart from this, tutorials are organized for the benefit of the slow learners; the doubts of the students are cleared in these classes too.

Experiential Learning;

- The students take active part in organizing various extra and co-curricular activities which helps them in developing their organizational and managerial skills. The best example is the Annual Function and prize distribution ceremony of the college.
- Educational tours and field visits are organized to enhance the exposure and experiential learning of the students.
- Visits to local weaving factory, wood carving factory, dairy development, fishing etc inculcate skill development in the students.
- Mountaineering, trekking, sightseeing, forest visits make the students aware of the environment.
- For various assignments, projects and online classes, WhatsApp groups are made by the respective teachers which gives a knowledge of the ICT tools.
- **Participative learning**
- Field visits, project work, Group discussion, competition, Quizzes, encourages participative learning in the students.
- Sports activities help the students to participate in groups.
- **Problem solving methodologies**
- Class tests, tutorial, unit tests and quizzes are held from time to time to keep the competitive spirit among the students.
- The mentors of the students counsel on the health as well as stress issues relating to friends /parents/ teachers.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

RESPONSE;

Due to the unavailability of resources, our college is not able to promote the use of ICT based tools which can be very effective in teaching-learning process for the benefit of the students, though the college

encourages the teaching staff to use ICT enabled tools for effective teaching in the classrooms. Every teacher is well versed in the use of smart phones though a few need to hone up the skills. Through different WhatsApp groups of different subjects ,notes and study materials are disbursed to the students.

Teachers take online classes through the Google Meet and on the Zoom platform regularly. Old questions are sent on the WhatsApp group to make it easily available to all the students simultaneously to get them acquainted with the exam pattern. Through the WhatsApp group itself students contact each other and with their respective subject teachers as well. The college activities and notices ,photos and other information are sent in the group which helps the student to keep up with the college and universities.

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

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

Response: 28:1

2.3.3.1 Number of mentors

Response: 5

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 100

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 32

2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	1	1	1

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 22.8

2.4.3.1 Total experience of full-time teachers

Response: 114

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

RESPONSE;

Response; The college follows the academic calendar given by the affiliating university (Hemchand Yadav Vishwavidyalaya ,Durg)

There is standard process of internal examinations in the college.According to the academic calender a student has to appear in four unit tests and two terminal examinations and one pre final examinations.

The schedule of the internal examinations is decided in the beginning of the session in the form of academic calender. According to the academic calender ,a teacher has to take the unit test which may be in the form of written tests,black board presentation ,quiz or any other method which the subject teacher decides.

The marks of the unit tests are shown in the classrooms and students can ask about their performance . the record of obtained marks is maintained. In case of doubt or discrepancies in their test copies,it is immediately resolved. The marks of half yearly exam is sent to the university for inclusion in the final annual result. This is confidential so its not shown to the students. The 10 per cent of the total marks in a paper is through the half yearly exams.

Similarly the black board presentation is done in the classroom so that all students can participate and can see each other's performance. This method helps students in their personality development too.

- The schedule of the internal examination is displayed on the notice board.
- The signature of the students are taken at the time of internal examinations.
- The students are provided with the answer sheets by the relevant subject teachers. The doubts and queries of the students are clarified by the examiner.
- Transparency in the internal examination is maintained and the grievances of the students are resolved if any.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

RESPONSE;

Mechanism to deal with internal /external examination related grievances is transparent,time bound and efficient.

Responses ;

The internal and the external examinations related grievances are completely transparent time bound and efficient because all the internal examinations are conducted adhering to the norms and regulations of the Hemchand Yadav University,Durg.

- Question papers for internal examinations are prepared very confidentially by the subject teachers and the time table for the internal examinations are prepared by the college committee and notified on the notice board at least one week before the commencement of the examination.
- The internal examinations are conducted in a fair manner. The attendance of the students are taken and their signatures too are taken in the register.
- The answersheets are evaluated with utmost care and confidentiality.
- After evaluating the answer sheets teachers give special attention to those students who perform poorly. For such students remedial classes are organized to help them cope up with the course and also look into any special problem they face.
- Grievance of the students with regard to the internal examinations is resolved by the concerned subject teachers.
- For external examinations the Principal and Examination Superintendant ensure the smooth and transparent conduct of the university examinations.
- For university examinations Flying Squad is constituted by the university to make surprise visit to the examination hall to prevent and preclude any malpractices in the conduct of examinations.
- The grievance of the students regarding the main annual examination conducted by the university are also looked into and resolved both at the college level and at the university level.
- The students are readily permitted to apply for the re totaling of the marks or revaluation of their answer sheet if not satisfied.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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.

Response:

RESPONSE;

Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all programs offered by the institution are communicated to the teachers and students.

The Programme Outcomes, Programme Specific Outcomes are helpful in developing the framework of teaching and learning. The Course Outcome facilitate in clear understanding about the course expectations

and also support the process of learning. The Course Outcomes also present clear picture of employability and skill development prospects of the course. Further the outcomes help to understand the various cross cutting issues pertaining to gender,environment,values, and professional ethics.

In the beginning of all the academic year teachers communicate about the outcomes to the students. At the same time, suitable teaching methods and materials and other curricular activities are planned.

The college has created an ecosystem for learning beyond the class room and through numerous other co curricular and extra- curricular activities. Teachers inculcate among students a quest for knowledge that lasts for a lifetime while simultaneously training them in the art of self- learning . Students are taught to identify ,formulate,and analyse real life problems;design and develop solutions and reach valid conclusions using basic principles of their subjects. Training in critical thinking enables them to understand and analyze contemporary societal,environmental and cultural problems.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Paste link for Additional information	View Document

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

Response:

RESPONSE

Attainment of Programme Outcomes and Course Outcomes are evaluated by the institution.

Response;

1.At the beginning of every year, the subject teacher conveys Course objectives at the introductory classes of respective subjects.

2.The syllabus is discussed among the students and dictated to be written in the class. However , the students are also advised to download the syllabus from the university websites – www.durguniversity.ac.in.

3.Further, the faculty of every subject explains the course objectives ,evaluation pattern,marking scheme etc.to the students. It is also given in the syllabus of each subject.

Following are the evaluation process of PO,PSO,&CO

a)Unit tests in each subject as per academic calendar.

- b) Terminal examinations are also organized .
- c)Model exam at the end of the session is taken in order to asses the overall performance of the students.
- d)Besides these tests and exams black board presentation by the students develops self confidence in them for better learning.
- e) At times quizzes and objective type questions are organized.
- f) Field/project work for Environmental studies.

Marks of Unit Tests and Terminal Examinations are recorded by the subject teachers.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 77.5

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
19	0	7	1	3

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
19	0	8	2	6

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document
Upload any additional information	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 0

3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 0

3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
2	3	2	0	1

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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 last five years.

Response:

RESPONSE;

The knowledge stored in the books and stacked in the library has no use unless it is transmitted and delivered to the target group for the advancement of civilization. The students who are given theoretical knowledge are asked to go into the field to spread the message amongst the people they are part of. The student is made aware of the social evils like drinking, smoking, idling, gutka etc. Though we do not have NSS wing we continue to work for the social responsibility towards the masses. The knowledge of health and sanitation is spread through personal meeting and rallies through posters and banners. Cleanliness drive is done to raise their consciousness level. AIDS awareness programme is organized in the classroom with the help of paramedical staff.

Students are sensitized about the national and international issues and events by commemorating the national and international day like Gandhi Jayanti, Vivekanand jayanti, Sadhbhawna Diwas, Teachers day, Womens day etc. All these make the students and teachers sensitive to issues like gender and environment.

Traffic rules are taught to the students, Voter Awareness Campaign (SVEEP), Yoga Day is observed to promote health, political awareness and safety on the road. Accident statistics are given to them to show the seriousness of the issues. Every day almost 325 people are killed in road accidents in India. This figure is alarming. Eye check up is done of the students in the nearby Primary Health Center.

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.3.2.1 Total number of awards and recognition received for extension activities from Government/

Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 12

3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	4	5	2	1

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 68.88

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., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	70	91	28	14

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.4 Collaboration

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

Response: 0

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

Criterion 4 - 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.

Response:

RESPONSE;

The Ramatola college area is 16.49 acres. There are good number of trees in the campus and around the campus. The built up area of the college is 1175 square metres. It has 17 rooms in total. Of which one room is the Principal's chamber. There is one staff room. There is one library in which students get the syllabus related books as well as other knowledge based books. There is one computer room for the students to do the self on hand training from time to time by the interested students. For classroom teaching and learning there are three big class rooms. B.A. Part-1, B.A Part-2 and B.A. Part-3 classes are conducted. There is another similar classroom which is used as for assembly purpose, organising the events, meetings and inhouse seminar. One room has been earmarked as Yoga room for the students and the staff. One room is for gymnasium. Equipments are occasionally used by the students and the staff. One girl's common room is used by the girls in their leisure time. It has attached toilet which is used by the girls and the ladies staff as well. NSS unit isn't functional also in the same room Youth Red Cross is conducted. First Aid box and bandage is kept which is used in the times of emergency. There is small kitchenette which is used for making tea regularly and food occasionally. Girls have separate washrooms as a common facility and also another washroom attached to the girl's common room. For boys common washroom facility is available which is also used by all other staff. Male staff has another washroom too which is infrequently used. One sports room is there which has Javelin, Discus, Shot put, Badminton etc. These are used for Annual Sports Day competition. There is one Music room which has Tabla, Dholak, Harmonium etc. These are used in the cultural festivals of the college from time to time. There is one office room where government documents are kept and office conducted. Attached to it is the strong room which is rather a store room.

In the courtyard of the college there is one badminton court for playing badminton on the soil and grass base. The courtyard has different types of flowers and fruit bearing plants. The college has borewell for drawing water and storing in the up tank. For safe drinking water R.O. Kent system has been installed with water cooler for drinking. The college has its own playground which is not developed. The college campus has two ponds which was used to teach swimming techniques to the boys and girls. In the principal chamber there is one LED TV FOR the use by students and staff for news and government programmes. One Photo copy machine is there for the official purpose. Printer is there too with color and black n white print facility. There are five computers, six green boards.

File Description	Document
Upload any additional information	View Document

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

Response:

RESPONSE

There is good environment for cultural activities in the college. The students here actively participate in the annual function held in the college. The main items in cultural activities are solo dance, group dance drama, songs, folk dances and skits. For such functions sound system, shamiana, musical instruments like Tabla, Harmonium. Dholak, Manjeera is available. One room is earmarked for the practice of cultural activities.

In literary activities Rangoli, Mehndi, Debates, Declamation, quiz and essay competition are held.

SPORTS ACTIVITIES

There is good environment for the sports activities. Every year annual sports is conducted in which students enthusiastically participate. The following events like 100 meters, 200 meters, 400 meters race, High jump, Long jump, Shot put, Javelin throw, Discus throw, slow cycle, musical chair are held.

In indoor games Carrom, Table Tennis, Badminton, Chess tournaments are held. Some students represent college in district level completion. For all these competitions sports goods are available in the college.

The sports department extends the following facilities to the students.

1. Players are provided sports T Shirts and shorts.
2. At the college level shuttles and badminton racquets are made available to the students.
3. Any injury while playing is taken care of by the First Aid available in the college. Besides a well equipped Primary Health Centre is in the 200 meters vicinity.
4. Sector level and the district level players are awarded certificates and mementoes.
5. All sports goods and materials are issued free to the college students players

YOGA AND GYMNASIUM

The college has one room earmarked for Yoga and Gymnasium. Every year on 21st June on the International Day of Yoga students and staff are made aware about the various asanas and its benefits. The practice of Pranayam and meditation is also taught. The therapeutic benefits are explained. The precautions and right way of doing the asanas are taught. Anulom- Vilom, Kapal bhati, Bhambri, Shavasan, Vajrasan, Sarpasan etc is practiced.

The college has Gym goods available in the Yoga and Gymnasium room where the staff and students in the leisure time can go and use it to keep their body fit. As it is said – healthy mind resides in the healthy body. Active mind helps in teaching and learning.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 0

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 82.52

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
1.37257	0.36510	0.41879	3.48455	0.82516

File Description	Document
Upload audited utilization statements	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

RESPONSE;

Our college does not have any automation in library. we are not using any library software either. few day ago as per the newspaper report the state government is planning to cover all colleges for the automation.

File Description	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.25

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

2020-21	2019-20	2018-19	2017-18	2016-17
0.09938	0.08329	0.16887	0.79426	0.12757

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

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

Response: 6.21

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

Response: 9

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

RESPONSE;

The WI Fi facility in our college is not available. The students and the staff are dependent on the mobile network for online work.

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 140:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: E. < 05 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 82.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.37257	0.36510	0.41879	3.48455	0.82516

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

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.

Response:

RESPONSE;

In our college Library,Sports room,Compuer room ,class rooms and staff room maintenance aspects are taken care of well. The Sweeper cleans the toilets everyday.

Our college is full of greenery. Its watered regularly and garden is regularly kept clean by weeding and cutting the grasses.

Swachhta and cleanliness system

Dust bin is kept for the students to keep wastes into it and inculcate in them the habit of disposing the wastes at proper places.

Drinking water facility for students is periodically maintained.

Academic related facilities

The computers in the college are used by the students and the staff and its maintenance is not well taken care of because of no trained personnel available.

Sports goods and library facilities and its maintenance.

The college has one library. There is no post of Librarian. One Book lifter is posted who takes care of the keeping books in serial order. The incharge librarian is an Assistant Professor who mainly looks after the issuing of books and general maintenance of library. The book lifter does mostly office work on computers.

There is no regular post of Sports Officer which is again managed by the Sports in charge Assistant Professor. Sports goods are managed and maintained by the in charge professor. Sports ground is there but not developed. Maintenance is done by the help of staff and the students.

The Public Works Department does the white/ color washing on requests. The repairing work is not done by them despite requests.

The college tries its level best to maintain the furniture. Every year regular and private students appear in the annual exam for which we have sufficient seating facilities. During the last 5 years the furniture worth Rs 94520 (Rs Ninety Four Thousand Five Hundred Twenty Only) has been purchased. There have been no expenses on the repairing work.

College ...facilities maintenance process

Our college maintenance work is done from time to time, in which Library, sports complex.,computer,class etc requires small repairing of fan ,lights and protection from termites.

Swachhta programmes

The college has class four staff who cleans the Principal chamber, class room, staff room,computer room ,library regularly. The students are also encouraged to clean the class room by themselves too. The garden is cleaned and watered regularly. The sweeper cleans the washrooms daily. The staff and the students are regularly instructed to flush after use. For that purpose bucket of water is kept inside the bathroom. The tap water also runs.

The small garbage do not get littered around; one waste bin is there for the students to dump the garbage in. The water purifier is maintained.

ACADEMIC LEVEL INFORMATION AND FACILLITIES

The computer is used by the staff and the students. The small maintenance requiring little funds and

technical knowledge is done from time to time.

LIBRARY AND SPORTS MAINTENANCE

The college has one book lifter who arranges the books serially and maintains it. The termite is the persistent problem in this area which is kept under check by spreading the anti termite medicine procured on the personal basis.

Sports in charge maintains the sports goods . The sports ground is not well developed. Its upkeep is done by the class four staff and the students.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 67.47

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
101	65	51	15	28

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Self attested list of students placed	View Document
Institutional data in prescribed format	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 26.32

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 5

File Description	Document
Upload supporting data for student/alumni	View Document
Institutional data in prescribed format	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 100

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) year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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) year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

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)

Response:

RESPONSE;

ADMINISTRATIVE PARTICIPATION.

Student union election is held every year through direct election or through the merit system as per rules as decided by the Government of Chhattisgarh from time to time. The President, Vice President, Secretary and Joint Secretary is either directly elected as per government ordinance or nominated based on the merit as per government directives. Student Union list of all the five years from the year 2016-17 to 2020-2021 is enclosed. Student Union in-charge is senior most teacher appointed by the Principal of the institution.

There is one Anti Ragging Committee in the college which is under the charge of the teacher. The student union members and the class representative can participate in the proceedings of the meeting. The legal aspects of the ragging is intimated to them. Since our college is located in the rural region hardly any student engages in ragging. In fact they are not even aware of it unless explained. It is a moral dilemma to teach them something negative which they would not ever be aware of.

The college has other committees like Voter Awareness, Sweep, Women Upliftment Programme in which students carry out their duties and responsibilities. The cleanliness drive is carried out by the office bearers of the student union and the class representatives. For Voter Awareness (SVEEP) campaign the Campus Ambassador is appointed who has attained the age of 18 years and has his name included in the voter list. Through the rally the villagers are made aware through posters and banners, and inspired to cast their votes in free and fair manner and choose the representative. On this occasion Rangoli, Painting competition is organized by the college.

Students participate and cooperate in the cultural activities of the college. They also show their cooperation and participation in sports activities. They participate and support the tree plantation actively. Every year students are taken out for the educational trip which fosters in them the team spirit and the organizational skill. They also learn the leadership skills.

Every year on 26 th November Constitution Day is observed in the college. The Preamble of the constitution is read out and the general discussions on the provisions of the constitution are explained. The students are encouraged to give speeches on it. Patriotic songs are sung and poem is recited. On Human Rights Day 10th December the importance of the human values is emphasized and the dignity of human life and existence in relation to the other institutions are discussed.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	7	8	4	2

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Institutional data in prescribed format	View Document

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

Response:

RESPONSE;

For the development of the college there is proposal to register an Alumni Association of ex students of the college who are eager to help through their ideas, inspire and motivate the students through class room visits , interactions and lectures. Since our college is situated in the backward region and rural settings most of the students are engaged in daily wages work or work on their small farms. They are marginal farmers. Some have their own small business like grocery store or sell vegetables in the market. Even though our ex students cannot help the college financially they do participate in the cultural activities and give class room lectures. One student has done exceedingly well and is the leading LIC agent of the district. He started his life by selling pea nuts on the bus stand. He donated six tree cages for the fencing of the plants.

The association of the ex students have been made for the help in the management of the exam in

emergency situations like invigilators or for refreeships in the sports competitions. Their suggestions on how to develop the college is sought from them. For this both old and new students are consulted for the suggestions. From time to time meeting of the old boys are organized which helps in the resolving the problems and difficulties faced by the college. The list of some ex students are given below.

- 1.Poonaram Sinha- LIC agent
- 2.Kunwar Das Khare- LIC agent
- 3.Gumendra- Computer Centre
4. Yashwant – Kirana shop (grocery store)
- 5.Mahesh Das Sahu- Class 4 employee of our college
6. Ashok Yadav- ABIS Company as a computer operator
- 8.Puran Lal Sahu- Ex Sarpanch Ramatola

Alumni has not been registered. And there is no financial contribution from any of the members.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - 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

Response:

RESPONSE;

Our college tries our best to follow the vision and mission of the college in its functioning.

VISION

Our vision for our college, for students, teachers, the non teaching staff and the college itself is small but significant. For the students it is to make them aware about the importance of knowledge in daily life and use it to improve themselves and their surroundings in a meaningful way. The dignity of human labour and application of mind to enhance their earnings, to apply the health and sanitation learning, to instill in them the spirit of enquiry and scientific thinking.

For the teachers it is to achieve their best in the personal and professional life. The importance of cooperation and coexistence in the plural society, getting rid of the remnants of the decadent social biases. The non teaching staff is to be involved in the proper management of the college through computer learning, treating campus as their place of work worship

We wish to develop it as an excellent centre for teaching of Arts with special emphasis on learning English.

In sports we can coach some students in swimming.

Since we have a small group of students they can be carried to the spots for the training in health, hygiene and sanitation.

A visit to the near by vocational centres for weaving, wood carving and intensive agricultural farming. Exposure to these can make them self sufficient and self reliant.

The educational level is too low but they can be guided to join the paramilitary forces.

MISSION

To achieve the vision in gradual and sustained way through the persistence, patience and planning.

To increase the strength of the college

To make the people aware about the importance of higher education. ,environmental awareness, scientific thinking, inculcation of national temperament. of peaceful coexistence and social harmony

Internet based learning promotion.

To get rid of people's bad habits of gutka chewing,pan masala,bidi,cigarette and wines, desi masala and sada liquors.

Values of discipline ,manners ,courtesy, rules of behavior etc. has to be explained.

To inculcate a sense of self discipline in teachers

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

Response:

RESPONSE;

The principal decentralises all the college works through the different committees.It also involves all the staff in staff council meeting to arrive at a consensus. Staff approaches the principal for guidance and support.

Library Committee.

Our college does not have the sanctioned post of a librarian. Due to this one designated Assistant Professor carries out the responsibility of the library. Though there is one post of the Book lifter whose work is largely confined to the office as a computer helper. The present library in charge is carrying out the responsibility for last six years. There are sufficient books available for all the students of the college. B.A. final year students are provided with the competitive books. the students and teachers are provided with separate table and chairs to study. Thus they take the benefits of the library.

The student union in-charge is entrusted to the senior most teacher of the college. The student union election is conducted as per the guidelines of the state government. The ordinance is adhered for election. As per the ordinance the President, Vice- President, Secretary, Joint Secretary are elected. All the three classes have the class representatives. The reservation rules for the scheduled caste and scheduled tribes and other backward classes are followed. The nomination is done on the basis of marks when the electoral election is not directed.

Examination Committee

The college conducts the under graduate annual exam as per the scheduled time tables announced by the Hemchand Yadav University. The Center superintendent is assisted by the superintendant and Assistant superintendent. The invigilators do the exam room duty. The class three and four staffs help in the extension of facilities to the students.

Sports Committee

The college has a sports committee. There is no sanctioned post of sports teacher in our college. Therefore

one teacher is in charge of the sports activities. The annual sports event is conducted every year. The track and field events are held for boys and girls. Those who excel are encouraged to participate at the district level. The college ponds when full with water is used for giving students lesson in swimming. The courtyard has a make shift badminton court. It also has a chin up bar. The gymnasium has dumb bells and bar bells. The bench press can be used for weight lifting.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

RESPONSE;

The college functions under the leadership of the Principal who channelize the resources of the college available and integrates it with the future planning.

In Teaching and Learning the teachers are asked to make the teaching plan and maintain the teaching diary recording the daily teaching of syllabus covered and the record of the student attendance. The teachers are asked to use the internet based learning and encourage the students for Googling .The Time Table is prepared in the beginning of the session for smooth running of the classes. The teachers are motivated to attend the FDP-Faculty Development Programme to sharpen the skills and learn new one as per the changing trends in the fast changing technological and information world..

Improving the Infrastructure; The college authority makes an earnest effort to improve the requisites infrastructure of the college. It has proposed that some of the class rooms should be made ICT enabled smart class rooms . A good seminar hall is to be made. Greening the campus is already almost done. The construction of boundary wall is due and correspondence in all these matters is being pursued. Sufficient numbers of student chair and the desks have been made available. Raising of fund is a big question which is not forthcoming. The limited non government Janbhagidari fund is used for maintenance of bore wells and fencing the tress.

Corporate Social Responsibility; The college bears the moral responsibility to serve the area it is situated in. The youth red cross organizes the health and sanitation drive in the neighborhood. AIDS awareness and Voter awareness programme is done. Through the class, students and villagers are taught to be aware of various financial scams.

To increase the student strength; We have visited the nearby schools to increase the strength by motivating the students. But we feel the infrastructure has to be made comparably attractive to the students to prefer this college over others.

File Description	Document
Upload any additional information	View Document

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

Response:

RESPONSE;

The Principal is the head of the institution who is appointed by the the Department of Higher Education, Government of Chhattisgarh. The Principal is assisted by the Teaching and the Non teaching staff. The different committees have been formed to carry out the different tasks and duties. The Principal has to follow the orders of Commissioners of Higher Education, Govt of Chhattisgarh, Hemchand Yadav University Durg, MHRD,UGC, and the District Magistrate of the District. The different committees are Admission Committee, Anti ragging Committee, Purchase committee, Internal Exam Committee, Sports Committees, Cultural Committee. NAAC incharge, UGC incharge and various other committees from time to time as per the exigencies.

The service rules are governed by the general government rules followed by the Chhattisgarh Government employees. The promotion rules of non teaching staff is the same. However in matters of teaching employees it hangs between the state rules and UGC.

The complaints by the students and the staff is handled by the Grievance Redressal Cell. Students can file online complaints too.

The administrative set up is decided by the government . The salary of the college staff is disbursed through the Treasury of the Government of Chhattisgarh. The pension is applicable to the employees who joined before 01 January 2004. Rest comes under New Pension System. The service rules are the same as applicable to the State Govt. employees.

File Description	Document
Upload any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

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

RESPONSE;

The welfare measures are as same as applicable to all other state government employees..

Following are the main existing effective welfare measures for teaching/ non-teaching staff:

1. GPF/CPF/DPF benefits- for provident fund. The advance can be taken for various purposes. For the big expenses like marriage or for house building or the purchase of vehicles.
2. GIS benefits – for group insurance.
3. Medical leave and maternity leave, for eligible members.
4. E.L. –Earned Leave. 30 days for non teaching staff and 10 days for teaching staff in a year.
5. Festival Advance
6. Summer and winter vacation for teaching staff.
7. 13 Casual leave and 3 Optional leave in a year.
8. Medical reimbursement is done but the process is cumbersome and time taking.
9. Access to all the physical facilities available in the college.
10. Combined Tea club with teaching staff.
11. Text books, Reference books, General Knowledge books and Novels to maintain reading habits in teachers.
12. Attending facility for Refresher Course, Orientation Course, Seminar, Workshop, Conference etc.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 20

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	1	1	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

RESPONSE;

Our college follows the fixed pattern of the appraisal system as laid down by the State Government; the annual confidential report is signed by the Principal for all the teaching and non teaching staff. This report is sent to the Higher Education Department for review or affirmation. The report is taken into consideration for the promotion if the government ever decides to promote. For the teachers its 2 page proforma ;one part filled by the teacher and another part is for comments from the Principal. For the non teaching staff it is just one page proforma. For teachers PABS system has been introduced as an appendage to the confidential report.

The Performance Based Appraisal System is the assessment of the teachers’ academic achievement and proficiency. The format contains four main parts. Part-A: general instructions, Part-B: Academic performance, Part-C: other related informations, and Part-D: Comment on the self-assessment by the Higher-Education Department of Chhattisgarh Government.

The main part, i.e., Part-B consists of 4 categories. Category-I includes “Teaching-learning and evaluation related activities of total 125 marks. Category-II includes “Co-curricular, extra- curricular and professional development related activities of total 50 marks. Category-III includes “Research and academic contribution” having no boundary of marks. Category-IV includes “Summary of the API” to be filled by the teaching faculty.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

RESPONSE;

The auditing is done by the state government agencies. During the last 5 years no external audit has been done. The letter has been written to the Department of Higher Education , Govt of Chhattisgarh to send the audit team. The Principal who retired in 2021 has to get the full pension only on completion of the external audit. Internally the teacher in charge does the internal checking of the bills and receipts every

year. the janbhagidari account is audited by the Chartered Accountant. All the expenditure meted out of the government grant is audited by the government auditor appointed by the government department.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

RESPONSE;

Our college is completely dependent on the Government for the funds. the state government meets the needs of the salary of the teaching and the non teaching staff. It also meets the regular expenditure. RUSA does not fund us. The correspondence has been going on for the fund and we are hopeful.

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

Response:

RESPONSE;

The IQAC cell has largely been dysfunctional in institutionalising the quality assurance. However some works like enhancing the sports facility ,increasing the plantation and motivating the students for regular attendance has been some of the key achievements of the cell. There is no separate room for iqac cell nor any infrastructue for it and the in charge librarian looks after it anyhow.

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

RESPONSE;

The college has the IQAC established since 2012 but it does not have the office set up with its own computer and furniture. It takes up activities to promote the wellness and knowledge of the institution. It also suggests the ways to improve the infrastructure of the college. The initiative has been taken up by it to improve the drinking water facility by establishing the RO Kent system and connecting with the water cooler. It engages students in literary and cultural activities. It also monitors the internal and the annual exam. Suggestions and the feedback has been largely oral and informal. It helped in establishing the Help Desk for the college students.

File Description	Document
Upload any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: D. 1 of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - 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 last five years.

Response:

7.1.1 Measures initiated by the Institution for promotion of gender equity during the last five years.

RESPONSE;

Ramatola college espouses the causes of gender equity and make the staff and students aware about the issues related to gender parity in all spheres of life. The special problems faced by the women in our society due to the traditional cultural practices are explained how it has become redundant in modern lifestyle. It's imperative that the important section of the society is brought to the same level as others for the proper development of the individual, family and the nation.

Women centered programmes and events are not exclusively organized but girls are made the equal participant in the all the activities of the college. Whenever any activity like drawing ,painting , playing games like badminton, table tennis or athletics are organized; the girls are simultaneously asked to participate without any noticeable gender discriminations. Our aim is to instill equality through practice. Even in the class we encourage students for mixed sitting which is not strictly enforced though. The strict laws relating to violence against women are told to everyone so that it acts as deterrent for any mischief. The recent POSCO act is explained to protect the girl child from any physical or online abuse. The issues are discussed in the common groups in a manner that brings harmony and non antagonistic feelings against the opposite sexes. For the privacy of the female students separate girls common room and the washrooms facilities are there. The Internal Complaints Committee against sexual harassment and Anti ragging Committee takes care of any untoward situations from arising. 30 per cent of all reserved seats go to the girl candidates. In all, girls meet the lady teacher who explains them about the dangers and preventions of cervical cancer and the breast cancer.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy**
- 2.Biogas plant**
- 3.Wheeling to the Grid**
- 4.Sensor-based energy conservation**
- 5.Use of LED bulbs/ power efficient equipment**

Response: E. None of the above

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

7.1.3 Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste.

RESPONSE;

Solid Waste Mangement

The solid waste generated is very few. The bio degradable waste is left in the pit for decomposition. The dry woods are burnt during the winter nights by the chowkidar to keep warm and the ashes are used for the plants fertilization All the use of plastic is banned in the premises. Waste bin are used to collect the wastes

Liquid Waste Management

The liquid used by the college goes into the soak pit. No overflows water goes waste. It sinks into the ground. Even water body collection is not visible on the ground surface. So there is no breeding of mosquitoes either.

Rain Water Harvesting

The college has well designed system of roof top rain water harvesting .

Rainwater through the pipes are drained to the rain water harvesting pit which is filled up with the gravel, sand and bricks. This brick structure is built on the backside of the college.

Biomedical waste management

In our college no such wastes are generated because we have only Arts Faculty therefore no laboratory of any kind.

E-Waste Management

There is hardly any e-waste generated here. The kaput hard disk has never been disposed off. Rather it's given for repairing.

Hazardous chemicals and radioactive wastes. –Not generated in our college. Only phenyl and harpic is used to clean washrooms. Cleaners are advised to wear wet mask while using those household chemicals.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

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

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: D. 1 of the above

File Description	Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for 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

Response: D.1 of the above

File Description	Document
Any other relevant information	View Document

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 500 words).

Response:

Describe the institutional efforts in providing inclusive environment i.e. tolerance and harmony...

RESPONSE;

Measures for the socially and educationally weaker section of the society:

Our college ensures that the seats reserved for the Scheduled Castes, Scheduled Tribes and Other Backward Classes are allotted to them. Since the area is predominantly inhabited by the above sections of the society so almost all the seats are filled up by them only. Mentor-Mentee meetings are held to ensure the communication channels for the problem sharing and solutions remain open.

The college provides scholarships to the needy students through the government programmes. The economic disparity is minimized through scholarship and free books besides good interpersonal interactions. The tolerance for the other religions are taught and inbuilt social biases are cleared through rational thinking.. At the language level our college is in Chhattisgarh so the local dialect is Chhattisgarhi. This sweet language is well understood by a Hindi speaker. So conflict does not exist. However due to low English learning we have to encourage them to learn English as it's the international language without going into the emotional issues. Only the peaceful mind and harmonious society is conducive to the culturally rich society which Chhattisgarh is proud of.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

RESPONSE;

Our college makes continual effort to educate and impart the constitutional values ,rights, duties and obligations towards the immediate society and the nation at large. The legal provisions enshrined in the constitution and the rules framed under it by various bodies are propagated amongst the students and the staff. The working of the government through legislature ,Executive and Judiciary is explained. The traditional society has its own rules and regulations which is either supplanted or superseded by the constitutional laws. The citizen has some inalienable rights like right to life and right to liberty. But all these right are limited by our duties towards the society and the nation.

The college organizes the road safety programmes ; to promote cleanliness Swacchhta Abhiyan is carried out. The voter awareness campaign is done to make the citizens aware about the importance of voting rights and the consequence of electing a good or bad leader.

Student union election is held to make them learn the democratic process of electoral politics. The legal awareness about the womens rights are conducted to make the society equitable.

Independence Day and Republic Day is ceremonially celebrated regularly to make everyone feel the nation's importance and presence in them.

File Description	Document
Any other relevant information	View Document

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.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: D. 1 of the above

File Description	Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

RESPONSE;

All the important national and international days are celebrated by the college. This is done to remind the students about the importance of such days in our life and in the nation's life. The message it delivers for us to follow and make our society and the nation strong.

The important ones are Independence Day and the Republic Day every year on the 15th August and 26 th January respectively.

The Yoga Day is observed on June 21 to promote health awareness.

The international Day of women is observed on March 8 to focus on the women issues and the progress achieved so far and the woman's potential power.

National Youth Day is celebrated on the 12 th January which is the birthday of Swami Vivekanand. This is to inspire the young students.

The Constitution Day is observed on 26th November to make the students understand, appreciate and follow the legal and social values enshrined in the constitution.

7.2 Best Practices

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

Response:

RESPONSE;

7.2 BEST PRACTICES.

- Motivating students through home visits and family counseling.
- Creating awareness about their ecosystem and its sustainable use and development.

Pics of Kareepath, ponds, quarry sites, ponds. To show their utility and the resource planning and the laws about the forests, making them legally and socially aware about the rights and duties.

- Micro planning at the grassroots level and it's manifestation at the higher level.
- Creating awareness about the village panchayat and motivating them to participate in elections to contribute positively to the development of the village, state and the country rather than leaving the

field open for the lumpen elements who just exploit the system.

- Responsibilities are manifold- at personal level, family level, village level, state and national level along with the international concern. For the nation to be strong each unit has to be strong.

7.2.1

The practice

Well, the quality of the students in our institute doesn't match up well with the All India Higher Education Objectives, but they are curious and mature enough to see and understand things related to their immediate environment. The most of the syllabus is alien to their environment and at times counterproductive to their positive learning and growth like chapters on communalism, anti ragging, dowry etc.

So we have to adapt and teach them that those things happen in the other parts of our country but not in our region. We are peace loving people with good cultural traditions of peace, harmony, dance and music.

The countryside students learn the positive values and imbibe them literally like honesty, loyalty and are easily swindled by urban scamsters who dupe villagers in the name of profit and employment. It's really hard to teach them how to identify the fraudsters. But the few students do understand and hopefully they will be the future leaders of the rural folks who will act as the catalyst of change to bring about the desired awareness and change.

The self centeredness of the students prevents them from organising themselves on higher objectives of making an awareness group for mass social campaign against social evils like drinking, gambling, idling etc.

The poverty level of the students constricts their consciousness to think beyond the survival needs. Another hurdle in their college education is that it doesn't lead to any employment. First their academic achievement is quite low for any competitive exam. Secondly there is hardly any employment except at the teaching levels at schools.

Most of the organized government jobs at lower level in Army, Railway, banks has 12th pass as the minimum educational requirements. So the university education is just a time pass or getting a degree at best. The seriousness towards the academic learning is seriously missing. There is not much writing about the lack of interests amongst the students about higher education. No systematic study or the research is being done. Here we are taking the personal responsibility in not contributing to the writing. Well one may have the valid reasons but result is what matters and not the excuses. Hope to achieve it before the next cycle of NAAC accreditation. This NAAC process has set the mind thinking and pushing towards the activities.

Another constraint is the teachers coming into the profession are not able to transcend their boundaries of their social ties and biases. Newer and higher values are alien to them and very hard for them to adapt. Higher education is about higher ideas and values not just learning the letters. Teachers need to migrate to new places of learning which is mostly the administrative and the policy matter of the government.

7.2 EVIDENCE OF SUCCESS

The awareness campaign shows much interests and enthusiasm but it's intensity is not sustained in the

long run. Participation goes down. Group disintegrates because of the lack of continuous support it just withers. The long term evidence of success is almost completely lost once the student passes out. Those motivated to achieve better and higher in life settle down into marriage mostly girls and discontinue their study. The boys take up the traditional farming of the farm labour job or as a vendor or a lorry driver.

Some of them break down psychologically trying to meet the higher goals. They need counselors and psychiatrists which is hard to come by. Even they are not ready to get themselves treated or counseled. They succumb to the age old solution of getting them married.

However the success is achieved in terms of exposure which would help them motivate their next generation children and achieve better than themselves.

These students don't have the success model from their own surroundings to motivate them. Failures around breed failures in the mind. Success around breeds success in their minds. Few of the successful students have to be idolized and presented as an ideal or role model from amongst them like LIC district head.

. PROBLEMS ENCOUNTERED

The students lose the interests because of the lack of sustained activities and their inability to attend regularly. They are attracted in the first place but gradually fail to internalize it as it's for their own betterment. The thing which comes very easily to them is valued the least; it follows the most common psychological laws of human beings.

The financial crunch on the part of the institute and the students play a big role. For the boys and the girls the willingness to go on excursion is thwarted by their inability to meet the travel cost. There is no institutional mechanism to meet that. Participative money has limitations due to the extreme poverty in countryside. Printing of handbills, buying of trekking equipments to evince the student's interests, organizing field trips often isn't there. Sponsorships of these activities in the rural backward college are impossible.

The other institutions around our institutions can reach out to us and take up the expertise and bring their students to us for the participation along with the financial resources. They will benefit our leadership, expertise, guidance and for financial help to our students.

Student exchanges or add-ons is desirable. Rich colleges should open the activity gates for students from rural and resource starved colleges like ours. The policy has to be framed by higher authorities to facilitate this at intra district level and inter district level.

CONTEXTS

Since the college is situated in the vicinity of hills, forests, ponds, and farmlands it's imperative that we take the physical and social environment into account before formulating a need and resource based best practice.

The rural poor children need to assess and train themselves as per their social and economic environment.

Fun filled learning has to be complemented with swimming lessons in the ponds are the entire package that is offered to the students.

The semi literate family of almost all our students require the family counseling at their respective houses to instill in them sense of commitment. It also helps in understanding the social and the family milieu in which their mindset is formed and impediments in implementing new ideas or actions. Their ability to perceive the future and the readiness to accept or resist.

File Description	Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

RESPONSE;

CRITERIA 7 INSTITUTIONAL DISTINCTIVENESS

Our Ramatola college has the distinction of being the smallest college in the state of M.P and Chhattisgarh. Despite the government effort to close it down it has survived till date. The student intake is from the poorest background and the scholastic achievement of the admission seekers is also very poor. So keeping in mind all these teachers do their best to educate them well and bring them into the mainstream of the society.

We take pride in knowing each of the students personally and know their academic level and their temperament. This helps in mentoring them at the individual level. Since they are from the neighboring villages a visit to their homes lays the foundation of deeper life long relationship. The warmth and the mutual trust helps in lifelong mentoring. The result of the learning becomes evident in the students adult life.

During the cultural activities it's the participation of almost all the students. This gives the opportunities to every student to groom themselves. Even in sports each one strives to lean the events even though the accomplishment in terms of achievement amount to nothing. We believe we are preparing them to be the good parents who will care for their future generations in much better informed way. Most of them are the first generation learners. None of their parents ever entered the college life so the expectations of parents

remain high. We teach them that how immediately after 12 th exam what are prospective job opportunities. This they should pass it on in their family, friends, relatives and in the neighborhood. Most of them have the non science background prior to joining the B.A. They are made to realize the importance of science learning and the value of scientific thinking. Doing graduation is not just knowing the letters but understanding what constitutes knowledge. Our endeavour is to teach them the value of analysis of the problem and the possible solutions to it. We teach to look at the issues and events dispassionately to arrive at the truth.

Being ensconced in the natural surroundings of forest, hills and ponds we encourage them to explore the surroundings and learn the ways to gainfully benefit from it maintaining its pristineness and the ecosystem. We take them around hills and forest and teach them the value of maintaining its beauty, develop the aesthetic sense, how not to litter the natural place with plastic and bottles. The wild animals and reptiles and their behavior is explained; the education is geared to understand the immediate environment and how well to preserve it. Many a times people do not realize the value of what they have unless they are told and made conscious of it.

We focus on the intrinsic values of education more because our students have highly limited scope of gainful employment in the organized sector. Therefore the focus on them is to make them gainfully self employed and be a productive labourer. We encourage them how to rise from the labour to entrepreneur level. Some have succeeded too.

5. CONCLUSION

Additional Information :

Our college has been on the verge of getting closed down. Once the final order of closing it had come but later the government rescinded it; much later on the second attempt to close down the college could not materialise then they closed the Commerce faculty. due to lack of student support and the nearness to the big colleges in vicinity its development is thwarted.

Concluding Remarks :

Since the college has to go on, therefore the NAAC accreditation process has been set in by the government. On its own it would have been the last college to get the NAAC accreditation done. Hopefully after the accreditation the college will function well with new funds and initiatives to bring it at par with the neighbouring colleges..

6.ANNEXURE

Metrics Level Deviations
No Deviations

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations

NAAC