



# YEARLY STATUS REPORT - 2022-2023

## Part A

### Data of the Institution

#### 1. Name of the Institution

Govt. College Gharghoda

- Name of the Head of the institution

Dr. Y. K. Chandra

- Designation

Principal In-charge

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

- Mobile No:

9617915168

- Registered e-mail

pgncg2009@yahoo.com

- Alternate e-mail

dr.ykchandra.ch@gmail.com

- Address

Govt. College College, Behind  
Petrol Pump, Dharamjaigarh Road,  
Gharghoda

- City/Town

Gharghoda

- State/UT

Chhattisgarh

- Pin Code

496111

#### 2. Institutional status

- Affiliated / Constitution Colleges

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Shaheed Nandkumar Patel  
Vishwavidyalaya, Raigarh**
- Name of the IQAC Coordinator **Shri Ajay Kumar**
- Phone No.
- Alternate phone No.
- Mobile **8770517283**
- IQAC e-mail address **gcgnaac2008@gmail.com**
- Alternate e-mail address **pgncg2009@yahoo.com**

**3. Website address (Web link of the AQAR  
(Previous Academic Year)**

<https://govtcollegegharghoda.in/>

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

**Yes**

- if yes, whether it is uploaded in the  
Institutional website Web link:

<https://govtcollegegharghoda.in/>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C</b>	<b>1.95</b>	<b>2022</b>	<b>27/12/2022</b>	<b>26/12/2027</b>

**6. Date of Establishment of IQAC**

**10/01/2013**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

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

**Yes**

- Upload latest notification of formation of  
IQAC

[View File](#)

**9.No. of IQAC meetings held during the year** 03

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

Up-gradation of academic resources, like projector, green boards, etc.

Enhancement of campus security by installing CCTV cameras.

Up-gradation of infrastructure by purchasing required furniture.

Repair work in Red Cross Room and lavatories.

Construction of vermicompost pit and manure pit.

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

Plan of Action	Achievements/Outcomes
Organizing seminar/ workshop/ exhibition	Conducted workshop on Career Guidance on 13/01/2023, Seminar on NEP on 17/01/2023
Organizing events, extension activities and club activities	Conducted different events, extension activities and club activities according to annual planner
Planning study tour for final year students	Conducted study tour for B. A. Final year students from 04/02/2023 to 05/02/2023
Purchasing water filter and visitors' chair	Purchased during the session
Purchasing projector, laptop, inverter, and sound box	Purchased during the session
Installing CCTV cameras in campus area	Installed during the session

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>Govt. College Gharghoda</b>
• Name of the Head of the institution	<b>Dr. Y. K. Chandra</b>
• Designation	<b>Principal In-charge</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	
• Mobile No:	<b>9617915168</b>
• Registered e-mail	<b>pgncg2009@yahoo.com</b>
• Alternate e-mail	<b>dr.ykchandra.ch@gmail.com</b>
• Address	<b>Govt. College College, Behind Petrol Pump, Dharamjaigarh Road, Gharghoda</b>
• City/Town	<b>Gharghoda</b>
• State/UT	<b>Chhattisgarh</b>
• Pin Code	<b>496111</b>
<b>2.Institutional status</b>	
• Affiliated / Constitution Colleges	<b>Affiliated</b>
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Shaheed Nandkumar Patel Vishwavidyalaya, Raigarh</b>

• Name of the IQAC Coordinator	Shri Ajay Kumar				
• Phone No.					
• Alternate phone No.					
• Mobile	8770517283				
• IQAC e-mail address	gcgnaac2008@gmail.com				
• Alternate e-mail address	pgncg2009@yahoo.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://govtcollegegharghoda.in/">https://govtcollegegharghoda.in/</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://govtcollegegharghoda.in/">https://govtcollegegharghoda.in/</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.95	2022	27/12/2022	26/12/2027
<b>6.Date of Establishment of IQAC</b>			10/01/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			03		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
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Enhancement of campus security by installing CCTV cameras.	
Up-gradation of infrastructure by purchasing required furniture.	
Repair work in Red Cross Room and lavatories.	
Construction of vermicompost pit and manure pit.	
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Purchasing projector, laptop, inverter, and sound box	Purchased during the session
Installing CCTV cameras in campus area	Installed during the session
<b>13. Whether the AQAR was placed before statutory body?</b>	No
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2021-2022	03/01/2023
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>A multidisciplinary curriculum is one in which the same topic is studied from the viewpoint of more than one discipline. The institution is prepared for offering multidisciplinary curriculum to its students. The provision of multidisciplinary education enables the knowledge of the diverse perspectives based on different disciplines. The institution believes that no education</p>	



system should deprive learners of holistic mental development associated with broad-based exposure to multiple disciplinary ways of thinking. A liberal education enables learners to develop both sides of the brain - creative/artistic and analytic - which can make learning a joyful experience. The inclusion of study of new technology and scientific inventions, new insights into history and other social sciences, new perspectives of literature and humanities is the need of the day. And NEP 2020 certainly provides the knowledge of these subjects. The present day students are baffled by pandemics, climate change, and disruptive technologies such as AI (artificial intelligence). They need a liberal education that provides a combination of transferable and uniquely human skills, enabling them to adapt to challenging work environments. A multidisciplinary curriculum is one in which the same topic is studied from the viewpoint of more than one discipline. The institution is prepared for offering multidisciplinary curriculum to its students. The provision of multidisciplinary education enables the knowledge of the diverse perspectives based on different disciplines. The institution believes that no education system should deprive learners of holistic mental development associated with broad-based exposure to multiple disciplinary ways of thinking. A liberal education enables learners to develop both sides of the brain - creative/artistic and analytic - which can make learning a joyful experience. The inclusion of study of new technology and scientific inventions, new insights into history and other social sciences, new perspectives of literature and humanities is the need of the day. And NEP 2020 certainly provides the knowledge of these subjects. The present day students are baffled by pandemics, climate change, and disruptive technologies such as AI (artificial intelligence). They need a liberal education that provides a combination of transferable and uniquely human skills, enabling them to adapt to challenging work environments.

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

The institution heartily welcomes the system of Academic Bank of Credits as it facilitates students to choose their own learning path to attain a degree/diploma/certificate course working on the principle of multiple entry-multiple exits anytime, anywhere and at any level of learning. ABC is a virtual storehouse that contains information on credits earned by individual students throughout their academic journey. Academic Bank of Credits will digitally store the academic credits earned by students from higher education institutions registered with ABC, for awarding degrees/diplomas/certificates considering credits earned by

students. It will enable students to open their accounts and give multiple options for entering and leaving colleges or universities.

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

There is a need for skill based education in the changing world like present times. The role of education is to be redesigned and restructured. For keeping pace with the societal expectations and maintenance of desired quality in performance, Higher Education Institutions have to act as a potent agent of change. A big skill gap is noticeable between the industrial demands and students graduating from colleges. So far as higher education is concerned, youth pursuing technical or professional courses get employment sooner or later, but those who pass with humanities have to wait for a long time. There is a need to bridge this skill gap to empower our youth for a promising future.

Youngsters, despite their highly acclaimed degrees and diplomas are virtually underemployed or unemployed. There is a need to encourage creative thinking and use of innovative practices in teaching learning process to enhance the skill efficiency of the youth. Skill based education advocates creative and multidisciplinary curriculum that includes humanities, sports and fitness, languages, culture, arts and crafts, in addition to science and mathematics. It recognizes soft skills such as communication, cooperation, teamwork, leadership, empathy and resilience, as 'life skills'. The institution will incorporate this approach to help students develop academic expertise with vital leadership.

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

The institution is prepared to include the study of Indian Knowledge system in its curriculum. The rich heritage of ancient and eternal Indian knowledge and thought has been a guiding light in its inclusion. This will help to inculcate among the learners a deep-rooted pride in being Indian, not only in thought, but also in spirit, intellect, and deeds. It will develop knowledge, skills, and values in the learners and also sensitize them for the awareness of human rights, sustainable development, and global well-being. This will certainly make them worthy citizens of India.

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

Outcome-based education (OBE) is an educational theory that formulates each part of an educational system around goals or

outcomes. The institution will ensure that at the end of educational experience, each student should have achieved the goal. There is no single specified style of teaching or assessment in OBE; instead, classes, opportunities, and assessments should all help students to achieve the specified outcomes. The role of the faculty adapts into instructor, trainer, facilitator, and/or mentor based on the outcomes targeted. OBE can primarily be distinguished from traditional education method by the way it incorporates three elements: theory of education, a systematic structure for education, and a specific approach to instructional practice.

## 20.Distance education/online education:

Distance learning, also called distance education, e-learning, and online learning, form of education in which the main elements include physical separation of teachers and students during instruction and the use of various technologies to facilitate student-teacher and student-student communication. Distance learning traditionally has focused on non-traditional students, such as full-time workers, military personnel, and non-residents or individuals in remote regions who are unable to attend classroom lectures. In India, an increasing number of universities provide distance learning opportunities. If given opportunity, the institution will integrate distance education with well-designed programs in its teaching learning process. It can also bridge intellectual, cultural, and social differences between students.

## Extended Profile

### 1.Programme

1.1 105

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

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

### 2.Student

2.1 750

Number of students during the year

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

2.2

646

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

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

2.3

231

Number of outgoing/ final year students during the year

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

### 3.Academic

3.1

11

Number of full time teachers during the year

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

3.2

11

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>105</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>750</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>646</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>231</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>11</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	11
Number of Sanctioned posts during the year	

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

<b>4.Institution</b>	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	3.842
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	03
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college is established in August, 2008. It is affiliated to Shaheed Nandkumar Patel University, Raigarh, Chhattisgarh. It is an undergraduate college that offers programmes of B. A., B. Sc., and B. Com. It follows the curriculum and academic calendar provided by the university. An active plan is formulated by the institution to ensure timely implementation of the academic calendar. After strategizing the best methods, faculty members of various departments prepare plans for effective delivery of the curriculum that guarantee its successful implementation. The preparation of such a plan helps in proper distribution of syllabus, clarity of curriculum and timely completion of course. The individual teaching plans of every subject are prepared by the respective teachers along with the calendar. The teacher submits the syllabus completed in class every month to keep a timely check and to ensure implementation of planning. Along with this, the respective teacher prepares course material and class notes in order to be fully prepared for teaching.

Continuous evaluation is maintained throughout the year by conducting surprise tests and class tests after completion of every unit. It helps to understand the level of learning in students and to make particular plans for advanced and slow learners. Teachers take extra classes and tutorials to enhance the level of understanding in slow learners. Transparency and impartiality are maintained in the evaluation process.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://govtcollegegharghoda.in/index.asp">https://govtcollegegharghoda.in/index.asp</a> <a href="#">x</a>

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

The institution adheres to the academic calendar of Shaheed Nandkumar Patel Vishwavidyalaya for conducting following activities:

The Internal Assessment Test system is implemented in the college. The test is conducted on the scheduled dates provided in the academic calendar. The marks obtained by the students are timely entered in the Shaheed Nandkumar Patel Vishwavidyalaya web portal.

The cultural activity of the college is scheduled as per academic calendar. The objective behind conducting cultural activities is to encourage student's interest and participation in the co-curricular activities that help in their over-all development.

The institution follows the dates and slot-duration provided by the university for the conduct of Practical Examinations. According to that schedule the institution frames the time table for their respective departments on all the laboratory courses. The examinations are conducted in the presence of an internal and an external examiner appointed by the university. The marks obtained are kept confidential and entered on the University web portal.

The institution adheres to the schedule provided by the affiliating University for the conduct of Term End Examinations.

The examinations are conducted in surveillance of Centre Superintendent, Superintendents and Asst. Superintendents in three shifts. The number of invigilators is in proportion to the number of students (1:20). The answer books of the students are collected, duly packed and sent to the University for correction. The results are declared by the university.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://govtcollegegharghoda.in/index.asp">https://govtcollegegharghoda.in/index.asp</a> <a href="#">x</a>

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

**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## **1.2 - Academic Flexibility**

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

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

**3**



File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The department of Higher Education is committed for sustainable development, so the major themes of cross cutting issues are

given prominence. Keeping in tune with the latest trends in higher education, the affiliating university of the college has included the cross-cutting issues related to Gender, Environment and Human Rights, Professional Ethics and Sustainability in the Curriculum. A number of subjects in the faculty of Arts, Commerce, and Science address these issues in a comprehensive manner. They are taught in the form of papers and guide the students on these core issues.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

2

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

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

435

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

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

**B. Any 3 of the above**

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

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Feedback">https://govtcollegegharghoda.in/College.aspx?PageName=Feedback</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile**

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

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

980

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)****2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

504

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

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

The institution assesses the learning levels of students by conducting different types of tests and competitions. Though the advanced and slow learners are recognized on the basis of their percentage right at the time of admissions, yet some introductory classes are taken by the class teachers or mentors to find out the advanced and slow learners by taking general tests on grammar, G. K. and other current issues. As most of the students belong to the economically weak tribal area, they are basically not proficient in many subjects. Thus, the college takes special care to identify the advanced learners and slow learners by taking continuous internal examinations like Unit Test, Class Test, and Half-Yearly test. The mentors identify such students, who are slow in learning or whose grasping power is not up to the mark to pay more attention to them. They take extra classes of such students to improve their learning tactics and competitive skills. The Personality Development Classes, Spoken English classes and career guidance classes are also arranged.

Efforts taken for the betterment of Slow and Advanced students are:

1. Academic Counselling.
2. Personal Counselling.
3. Personality Development Classes.
4. Spoken English Classes.
5. Career Guidance.
6. Tutorials.
7. Mentoring.
8. Syllabus-Revision and Doubt-Clearing Classes.

File Description	Documents
Link for additional Information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs">https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
750	11

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

### 2.3 - Teaching- Learning Process

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

The College is well-known for continuous teaching and learning schedule. Constant efforts are made to make it student centric. The key methodologies used are lecture method, interactive method, demonstrative method and problem-solving method. The students are given home assignments based on the topics discussed which helps to analyse their potential. They are provided study material and books to enhance their knowledge. Apart from this, tutorials are also organized for the benefit of the slow learners. Doubt-clearing classes are also organized for students.

The experimental learning and demonstrative method is mainly followed in science subjects and in subjects like Geography. In the laboratory, the students acquire first-hand experience which helps them to clarify the concepts and have a better understanding of the theoretical aspects. Teaching through demonstration creates interest among students and motivate them for further study. The teachers also use audio-visual aids to make learning easier for the students.

Group Discussion, Field Work, Assignments, and Debates are some participatory learning methods adopted by the faculty members. The learner centric methodology is adopted to facilitate effective learning. Classroom lectures are complemented with discussion, question-answer session, and regular oral and written tests. In science classes, practical works are done by the students that enhance their participative learning skills. Continuous assessment of student performances is done by the means of tests conducted throughout the year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs">https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs</a>

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

Information and communication technology is highly useful for teachers as well as students. Most of the teachers use ICT enabled tools like computer, laptop, smart phones along with traditional teaching to enhance teaching-learning process. Some of the e-learning resources include video-lectures, you tube links, e-books etc. that helps the teachers to teach more effectively. Interacting with ICT allows the students to engage actively in the learning process and improve their knowledge. ICT makes teaching easier and interesting for the students. Online printed study materials are provided to students by the teachers. Class wise students' WhatsApp groups have been created by the teachers to give information about all kinds of notices of the college. Online classes have been conducted successfully by the faculty members. The college encourages the teachers to attend workshops, seminars, faculty development programmes

related to ICT.

The faculty members of the institution use various ICT enabled tools to enhance their quality of teaching.

- The PPTs with animation are used to improve the effectiveness of the teaching-learning process.
- Google Classroom, Google Meet, Teach-mint applications are used to manage online extra classes.
- Various chat groups are created for effective e-communication between the administration, faculty and the students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs#">https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs#</a>

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

#### 2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

4

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

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

##### 2.4.3.1 - Total experience of full-time teachers

40

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

## 2.5 - Evaluation Process and Reforms

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



The college has a transparent and strong evaluation process in terms of frequency and mode of examinations. The performance of students is constantly evaluated through different tests, internal exams, practical exams, and final exams. Assignments and projects are also allotted to the students and they are given marks on the basis of their performance. The college follows the academic calendar of the university to conduct various tests throughout the year. The rules and regulations are laid down by the university. The students are informed about dates of exams before one week. They are guided by the respective subject teachers about syllabus, time-limit, word-limit, marks-division, writing pattern and other details of the exams. Subject teachers prepare question papers for class tests, practical exams, and internal exams. Changes in schedules of internal exams or any of the tests are notified to the students through notice board or announced in classroom by the subject teacher.

Answer copies of class tests are shown to the students in the class-room and they are guided to improve their performance. If students have any doubts related to their answers or marks, then it is resolved immediately. The evaluated answer books of internal exams are not shown to the students as the marks given are confidential and will be added in the final mark sheet of the student. Though the teachers tell the common mistakes that are made by the students so that they can develop an understanding to write properly in the main exams.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Internal%20Exam%20Cell">https://govtcollegegharghoda.in/College.aspx?PageName=Internal%20Exam%20Cell</a>

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

The college tries to resolve all the grievances related to internal assessment of the students. If students are dissatisfied with the marks secured by them in tests and competitions, then they can discuss it with faculty members and go for rechecking or revaluation. If any student gives genuine reason for not being able to sit in internal exam on the scheduled time table, the college arranges another dates for them to give exams. Evaluated answer books of Internal exams are

not revealed to the students as the marks given are confidential and will be added in the final mark sheet of the student. To avoid grievances, the college displays notice on the notice-board regarding time table of the examination. Students are duly informed if there are any changes in examination schedule. Grievance Redressal Cell is also there in the college for redressing the grievances of students. In case of any kind of grievances related to Main Examination and Supplementary Examination, the college corresponds with the exam controller of the affiliating university for its resolution and also gives proper guidance to the students.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Internal%20Exam%20Cell">https://govtcollegegharghoda.in/College.aspx?PageName=Internal%20Exam%20Cell</a>

## 2.6 - Student Performance and Learning Outcomes

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

The programmes offered by the college are displayed on college website. In every academic session, the college publishes a prospectus which contains information about admission process, fee structure and programs and courses offered by the college. The college is following the syllabus of Shaheed Nandkumar Patel University, Raigarh which is available in its website also.

Communication of PO-CO to students: In the beginning of the session, teachers of all departments explain program and course outcomes to the students in the classroom. The program and course outcomes of various programs are also displayed on college website. Students seek advice from the teachers of different streams and discuss the PO-CO. This helps them in selecting elective papers of the particular subject. The learning outcomes of the programmes is conveyed in Induction programme organized by the institution.

Communication of PO-CO to faculty members: The faculty members discuss the program outcomes in their respective departments. The department wise time-table is discussed and the teaching plan is prepared keeping in mind the results of the specific program. The outcome for all courses, programs and elective

papers help the teachers to evaluate the objectives of the subject content. This evaluation also helps the teacher in identifying the learning capacities of the students and take corrective measures accordingly. The mentors help the average achievers to attain better out comes and motivate the advance learners to aim for bigger goals.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Program%20and%20Course%20Outcome">https://govtcollegegharghoda.in/College.aspx?PageName=Program%20and%20Course%20Outcome</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

The college offers undergraduate courses under the faculty of Arts, Science, and Commerce.

For running these programs and courses the college follows the academic calendar and rules regulations of Shaheed Nandkumar Patel Vishwavidyalaya, Raigarh. The institution evaluates the attainment of POs and COs in following ways:

1. Students Progression: Programme Outcomes and Course Outcomes are evaluated by the students' progression to higher classes as well as to various job opportunities. Many students of Govt. College, Gharghoda are taken admission in higher classes through entrance exams that proves that programme outcomes and course outcomes are attained.
2. Strength of the students: Every year many students apply for admission against sanctioned seats of UG programmes. The strength of the students is gradually increasing.
3. Feedback system: The college takes feedback of the students, alumni and teachers that gives an opportunity to improve the shortcomings of the teaching learning process.
4. Proficient Faculty: The faculty members are encouraged to update their subject knowledge by participating in faculty development programs, seminars, workshops, short term courses, refresher courses, etc.

5. **Competitions:** Programme outcomes related to global competencies e.g. communication skills, computer literacy, team spirit, social commitment, values and ethics are attained through various co-curricular activities, career counselling, Personality Development Programs, and various collegiate and SVEEP competitions. The sportive skills and sportsman spirit are inculcated among the students through sports competitions organized in the college playground.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs">https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs</a>

### 2.6.3 - Pass percentage of Students during the year

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

192

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://govtcollegegharghoda.in/Content/GECDL_2022-23_203_107.pdf">https://govtcollegegharghoda.in/Content/GECDL_2022-23_203_107.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://govtcollegegharghoda.in/College.aspx?PageName=NAAC%20Supporting%20Documents&topicid=36>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

4

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

### 3.2 - Research Publications and Awards

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

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

1

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

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

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

9

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

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

The college conducts the following extension activities in the neighbourhood community to sensitize students to social issues

that helps in their holistic development.

- Awareness for green, clean and plastic-free environment.
- Awareness for girls' education.
- Students' participation in Corona Vaccination Campaigns volunteers. (Organized by CHC, Gharghoda at district level)

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Extension%20Activities">https://govtcollegegharghoda.in/College.aspx?PageName=Extension%20Activities</a>
Upload any additional information	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

5

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

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

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

222

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

### 3.4 - Collaboration

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

1

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

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



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

1

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The college is established in the year 2008. The whole campus is spread over 5.14968 acres. The institute has sufficient number of classrooms, well-equipped laboratories, girls common room, YRC room, NSS room, Sports room, a seminar hall with projector, and a library with reading room. There are 12 classrooms with proper seating arrangement, appropriate furniture, proper lighting and good ventilation. The classrooms have green chalkboard. However, the number of students is increasing every year, therefore further expansion is needed. The college has five laboratories with sufficient number of instruments and apparatus in physics, chemistry, botany, zoology and geography. There are 04 computer systems and 01 laptop in the college and Wi-Fi facility is given for academic purpose.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>

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

Cultural activities like songs, dances, skits, dramas are conducted in open court yard (361 sq. m.) in building premises. Similarly, the same courtyard is used for badminton, volleyball, kabaddi, kho-kho, and skipping. Indoor games like carom, and chess are conducted in sports room, while the athletics are performed in open ground at front side of the college. Academic activities like essay competition, debates and quiz are conducted in classrooms. Rangoli, mehndi, poster exhibitions are organized in 2 m wide corridor available in college premises. Yoga is performed occasionally in the courtyard.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>

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

13

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

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year**

<b>(INR in lakhs)</b>	
<b>3.3</b>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>
<b>4.2 - Library as a Learning Resource</b>	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>The library of Government College, Gharghoda is not fully automated and it doesn't use any integrated library management system (ILMS). Though facility of computer with Wi-Fi connectivity is provided in the library for accessing e-books. There is a wide collection of books, reference books, e-books, previous years' question papers, etc. in the library. The reading room is also provided in the library. There is no post for librarian and book-lifter in the college, so the institution is striving hard to make it fully functional.</p>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>D. Any 1 of the above</b>

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

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

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

0.54554

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

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

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

7

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

There is broadband connection of more than 50 mbps capacity in the institution. This connection is provided by Airtel. In the college campus, two routers are installed and the campus is Wi-Fi enabled. The students and teachers can avail the facility of Wi-Fi for teaching-learning, research and administrative

purpose. There are four computers in the college with scanning and printing facilities. One computer is provided in the library for students and staff members to avail Wi-Fi facilities for academic purpose. Photocopying facility is also made available. CCTV surveillance cameras are there for monitoring the entire campus. These facilities of the institution are regularly maintained and the institution ensures that the benefit of these facilities is available to all the students enrolled.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>

#### 4.3.2 - Number of Computers

1

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

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

3.312

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

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

Staff Council committee is constituted for the maintenance of infrastructure facilities and equipment. There is Purchase Committee which takes care of all the purchase activities related to academic, support and other facilities. The maintenance of physical facilities is done by PWD of the state government. The maintenance of other support facilities like laboratory, library, computers, classrooms etc. is done by the institution through various mode of expenses.

There is a library in-charge who takes care of library related activities. Every year after examination books stock is checked and endorsed by the committee. Worn off books are written off every year after the recommendation of Write Off Committee.

Different committees/Clubs are constituted to look after the maintenance of Green and clean campus, furniture, internet and Wi-Fi facility, CCTV cameras, Parking zone, etc. PWD of state government and Janbhagidari Samiti looks after the maintenance of building.

Lab technician and faculty members maintain labs in general, any fault in the instruments is repaired. Students also participate in cleaning and maintenance activities of labs. Every year stocks are physically verified by the committee formed by the Principal.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

542

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

**A. All of the above**

File Description	Documents
Link to institutional website	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs">https://govtcollegegharghoda.in/College.aspx?PageName=Student%20-%20Oriented%20Programs</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**102**

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

**102**

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



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

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

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

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

29

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

0

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

**5.3 - Student Participation and Activities**

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

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

0

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

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

In Government College, Gharghoda there is an active Student Council and representation of students in various academic and administrative bodies/committees of the institution. The student Council is formed every year after the notification released from the Government of Chhattisgarh. All the responsibility of the formation of Students Union is borne by a student union committee with a senior professor who is in-charge of it. The committee follows the guidelines given by the Government of Chhattisgarh and monitors the entire process of Student Union formation. The office-bearers are elected viz. President, Vice-President, Secretary, Joint-Secretary and students' representatives from different classes. The college Student Union committee encourages students to take part in academic, sports and other extracurricular activities of the college. It also helps them to resolve their queries related to admissions and examinations. It presents the best example of teamwork, helpfulness and mutual understanding.

The students are actively engaged in two clubs - Eco Club and Science Club. They are guided by the teacher in-charge to work for the betterment of the college. These clubs give platform to the students to nurture their skill and prepare themselves for future.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Club%20Activities&amp;topicid=103">https://govtcollegegharghoda.in/College.aspx?PageName=Club%20Activities&amp;topicid=103</a>
Upload any additional information	<a href="#">View File</a>

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

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

24

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

#### 5.4 - Alumni Engagement

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

In Govt. College, Gharghoda the Alumni Association came into existence in the year 2020. The college staff decided to provide free membership to the ex-students in order to motivate them for active participation in the association. The Alumni Association has started functioning, but it is not yet registered. It will get registered as early as possible. Though the alumnae association is not a registered body, a formal meeting is arranged every year. Many alumnae are members of various committees and contribute to shaping the policies and overall development of the college. The alumnae contribute to policymaking by their representation in academic committees such as IQAC, Janbhagidari Samiti, etc.

The main source of attraction for ex-students to remain connected with the college is their healthy relations with the staff members. Many alumnae have shown their talent in different fields like social work, politics, govt. and private services etc. and brought pride to the college. Some of the alumnae are skilled in their respective fields. The institution will make efforts to arrange for alumni-lectures in near future.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Alumni%20Association">https://govtcollegegharghoda.in/College.aspx?PageName=Alumni%20Association</a>
Upload any additional information	<a href="#">View File</a>

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

**E. <1Lakhs**

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

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

The supreme authority of the college is Department of Higher Education, Government of Chhattisgarh. So, the college is managed under the rules and regulations/ instructions given by the government. The Principal is the representative of Department of Higher Education to look into the proper functioning of the college. The governance of the institution is done in such a way that it fosters the Vision and Mission of the college. The entire academic staff of the college, under the effective leadership of the Principal, works for the realization of this Vision and Mission. The motto of the college is inspired by Sanskrit quotation "?????? ???? ??????" meaning - "The utmost aim of Life is Knowledge," which is inscribed in the college monogram. The teachers always try to provide the quality education in the best possible way. Apart from the academic education they instill their students with the values of national integrity and social commitment. The students are trained to have positive attitude and mental maturity so that they can perform their role ably and become the acceptable members of society.

The college offers quality education at low cost to the students of tribal area with extra concession to girls and students of reserved category as per the government rules. Different committees like Discipline Committee, Anti-ragging Committee

etc. are formed by the Principal for smooth functioning of the college. The committees play major role in academic and administrative decision-making under the direction of the Principal.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Vision%20and%20%20Mission">https://govtcollegegharghoda.in/College.aspx?PageName=Vision%20and%20%20Mission</a>
Upload any additional information	<a href="#">View File</a>

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

The Principal encourages the participation of the staff and students in the process of decision-making in institutional functioning. The Principal constitutes different committees that play an important role in planning and implementation of various activities. Admission committee is responsible for transparency in admissions. Discipline committee guides the students to behave properly in college premises. Internal Exam cell takes the responsibility of conducting fair examinations and also helps the students regarding their queries related to examinations. Cultural Activities Committee arranges all cultural programmes on different occasions and also takes charge of observing all important days like 'Sadbhavna Diwas', 'Hindi Diwas', Constitution Day, Human Rights Day in the college.

The Internal Quality Assurance Cell (IQAC) takes the initiative for the improvement of the academic atmosphere and monitors the efforts taken by the departments and committees for effective teaching-learning. Informations available from student-feedback-forms, grievance Redressal cell, and personal interaction of Principal with students and parents help the college administration to design appropriate polices. The corrective measures are taken on the basis of analysis done on different issues. The 'Janbhagidari samiti' of the college also plays an important role in the development of the institution.

The college has a staff council with Principal as the chairman, senior teacher as Secretary and others as members. The council meets and discusses issues pertaining to effective management of

the academic as well as administrative matters.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/#">https://govtcollegegharghoda.in/#</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every institute needs a well-defined strategic planning for development and growth. Strategic planning is an organization's process of defining its strategy and making decisions on allocating its resources to pursue this strategy.

Strategic Plan -

- To develop infrastructure as per requirement.
- To make maximum use of current facilities and make arrangement for well-furnished laboratories.
- To enable each classroom with ICT facility.
- To build Cycle-stand and Shade for fee-counter.

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

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

The Governing body is Ministry of Higher Education, Chhattisgarh Government. The Commissioner of Governing body is Secretary to government of Chhattisgarh, Higher Education department. Principal is the overall head of the institution and is assisted by staff council comprised of convenor and other staff members.

Academic/Staff Council, IQAC, and Purchase Committee are formed as per the guidelines for effective functioning of the institution. These bodies also support the development through

planning and execution, review of performance and policy-making. The Academic/Staff Council approves the policy matters recommended by the IQAC and HOD's of different departments. The Principal guides the College in academic progress, admission, and administrative matters. He is the Chairman of the Staff Council, IQAC, Anti-ragging Cell, and Disciplinary Cell. Purchasing committee follows the rules of state govt. (Chhattisgarh Store-purchase rule, 2002, amended 2004) to make purchases that are done either through quotations /open quotations / CSIDC to place order. Purchase Committee gives approval for all the purchases.

The recruitment procedure, promotional policies and service rules are as per the rules of Higher Education Department, Govt. of Chhattisgarh. Procedure of recruitment for post of Asst. Professor is through Chhattisgarh PSC advertisement and for the post of Lab Technician, Lab Attendant is through Rajya Karmachari Chayan Aayog. Service rules are followed as per the guidelines of UGC and as directed in 'CG civil services rules'.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/Content/GECDL_CG%20civil%20servicesRecruitment%20rules_151_40.pdf">https://govtcollegegharghoda.in/Content/GECDL_CG%20civil%20servicesRecruitment%20rules_151_40.pdf</a>
Link to Organogram of the Institution webpage	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Organogram%20of%20The%20College">https://govtcollegegharghoda.in/College.aspx?PageName=Organogram%20of%20The%20College</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**



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

### 6.3 - Faculty Empowerment Strategies

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

To keep up the moral of the employees high, the college adopts several welfare measures. The welfare measures for teaching and non-teaching staff are as per C. G. government rules and are as follows:

##### Teaching staff-

- Special leave for attending conferences/ workshop/ training program and for conducting of practical examination.
- Casual leave, Optional Leave, Medical leave, Earn leave as per Government rules
- Duty leaves for performing government work
- Advance facility
- Medical reimbursement
- Maternity and Paternity leave for faculty
- Annual increment
- GPF Part Final
- Group insurance facility
- Health facility
- Loan facility
- Childcare leave

##### Non-teaching staff-

- Medical reimbursement
- Festival advance
- Provided uniform
- Group insurance
- Casual leave, Optional Leave, Medical leave, Earn leave

and Duty leave as per government rules

- Maternity and Paternity leave
- Health facilities
- Annual increment
- Loan facility
- Child care leave

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/Content/GECDL_cg%20civil%20services%20leave%20rules%202010_150_40.pdf">https://govtcollegegharghoda.in/Content/GECDL_cg%20civil%20services%20leave%20rules%202010_150_40.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

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

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

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

1

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

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

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

2

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

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

Our college works under the instruction of Higher Education Department, Government of Chhattisgarh. Every year Performance Appraisal forms are filled by reporting officer for all teaching

and non-teaching staff. Following are the main areas of evaluation of performance of teaching staff -

1. Number of working days.
2. Number of classes taken.
3. Number of students.
4. Number of Courses being taught.
5. Leave records.
6. Number of books read.
7. Number of books/papers published in reputed journal.
8. Number of committees they worked in administration.
9. Number of seminars/conferences/workshops attended/organized.
10. Number of exams conducted/types of exam duty.
11. Quality of work performed.
12. Result-analysis of the classes taught.

API scores are given on the basis of aforesaid points. The average of last session and current session's scores is considered for the current session's API (Academic Performance Indicator). This API based proforma is analysed by the principal and accordingly graded as ordinary, good, very good, excellent for all teaching as well as non-teaching staff. Every year performance appraisal forms are signed by principal of the institution, then counter-signed by Additional Director of Higher Education, Bilaspur Division who duly mark CR forms with some comments like agree and disagree. Finally, it is forwarded to Secretary Higher Education Department, Raipur (C.G.).

Self-assessment on PBAS (Performance Base Appraisal System) and API earned in that session gradually added for academic growth & also required for promotion. Non-teaching staff's appraisal is based on their regularity, punctuality and leaves taken. These are required for promotion also.

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

#### 6.4 - Financial Management and Resource Mobilization

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

The College conducts internal financial audits regularly. It has a well-framed accounting and auditing system evolved over the years of experience. The accounts are maintained by the Accounts Section. The internal auditing committee monitors the expenses and checks the cash book throughout the year. Account section maintains Receipts & Payments, Cash Books, Ledger Books, Cheque Issue Register, DFC (Daily Fees Collection), Voucher and Bills. The same is documented via a specialized team of accountants in the college. The student tuition fees account, university fees account, special fees account along with the General Non-Salary (GNS) accounts, Janbhagidari accounts are audited as per the government rules and by a chartered accountant. For UGC GRANT, RUSA GRANT the same procedure is being followed. This financial audit process is very important because any financial discrepancy observed in audit is taken very seriously and affects the pension fixation procedure of the head of the institution. Thus, extra efforts are put by the Principal to keep cash books of every head complete and correct.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Audit%20Reports&amp;topicid=116">https://govtcollegegharghoda.in/College.aspx?PageName=Audit%20Reports&amp;topicid=116</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

**Amalgamated fund:** Fees collected from students as the amalgamated fund is utilized in various student-centric activities like sports activities, annual gathering, etc.

**Janbhagidari Fund:** Fees collected under Janbhagidari Fund is utilized in the maintenance of infrastructure like lab, library, and security measures in college, etc.

**Salary component:** The government pays the salary of the faculties. Govt. of Chhattisgarh also gives an order every year to appoint the teachers against vacant posts at the beginning of the session on fixed wages. Sufficient funds are budgeted for effective teaching-learning practices such as organizing workshops and seminars.

**Scholarships:** The College caters to the reserved category and financially weaker sections of students in terms of scholarships, which is given by Govt. of Chhattisgarh. We take care that these students get the scholarship in time.

**Award to students:** Prizes and certificates are given to students who perform well in cultural, sports and other academic activities as an appreciation of their achievement. Fees is taken from each student for the welfare of poor students. College spend part of student fees for providing good campus and basic amenities such as drinking water, garden, health check-up, etc. The college has a big campus and a person is appointed for its maintenance.

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

## 6.5 - Internal Quality Assurance System

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

The major contributions of IQAC for quality enhancement in this institution are as follows:

- IQAC ensures a regular Result Analysis of internal and main exams each year which helps in identifying the areas where students' performance is less than satisfactory. The faculty members give extra inputs like sharing notes & informative videos to enhance their performance. They also give guidance on how to write answers in exams.
- With initiation of IQAC a Carrier Guidance and placement cell is formed which is planning to organize guidance classes for competitive exams in near future.
- On request of our students, Proposal for new PG Course in Economics and Zoology is submitted to CG Department of Higher Education.
- To impart Computer Literacy, IQAC organizes interactive workshops for the students. The faculty members also share many learning videos through WhatsApp groups and motivate the students to utilize internet facility and become digitally literate.
- Purchase of sports-equipment and lab-equipment, furniture, name-plates, almirah is planned and implemented by IQAC for Expansion of available Infrastructure. Procurement of CCTV cameras for security and surveillance and refrigerator for storing chemical reagents are on next priority-list of the institution.
- Workshop on Meditation and Yoga is initiated to encourage healthy lifestyle. This not only helps in improving concentration of students but also in stress-management.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/Content/GECDL_2022-23_192_52.pdf">https://govtcollegegharghoda.in/Content/GECDL_2022-23_192_52.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

In this regard, quality-consciousness is spread by IQAC. Many new teaching processes are adopted by faculty members to ensure learning outcomes. Some of them are as follows-

1. Power-point presentations are used to deliver lectures and course-content effectively by the faculty members.
2. Use of online platforms is enhanced in recent years. YouTube videos related to different subjects are shared in WhatsApp groups. Social media is used for sharing course content and smart phones are used as teaching tools.
3. Field work by students is encouraged for experimental learning.
4. Interdisciplinary lectures are organized regularly to keep students aware of the latest development in various subjects.
5. The learning is made student centric by teaching them in both English and Hindi languages using teaching-aids like black-board, charts, etc.
6. Apart from theory classes, the students of science faculty and Geography have regular practical classes in laboratory.
7. The library infrastructure is increased during last five years.
8. The faculty members design proposed teaching plan for every month and ensure teaching accordingly so that the courses can be completed in scheduled time.
9. Every effort is made by the college administration to ensure zero-tolerance in campus on issues like gender-sensitivity, ragging and indiscipline.
10. IQAC plans and organizes co-curricular and extracurricular activities in afternoon session (preferably after 2 o'clock), so that it would not affect studies.
11. The College is committed to provide a safe and holistic environment to the students, so that they can have great



educational experience.

File Description	Documents
Paste link for additional information	<a href="https://govtcollegegharghoda.in/Content/GECDL_2022-23_192_52.pdf">https://govtcollegegharghoda.in/Content/GECDL_2022-23_192_52.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=ATR">https://govtcollegegharghoda.in/College.aspx?PageName=ATR</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

**Institution shows gender sensitivity in providing facilities such as:**

1. **Safety and Security:** The Principal has made a committee for monitoring the campus. The teaching faculty in free periods take a round of the college premises to ensure that everything is right. CCTV Cameras are installed in various locations of the institution and continuous monitoring is done through the office of the Principal. Every year a letter is sent to the nearest police station for providing police protection during examination time.
2. **Counselling:** The female students are informed about the working of Women's grievance redressal cell at the beginning of every session and also about kind of help/support they can get from the cell at the time of need. The female students are given counselling by their mentors also.
3. **Common Room:** There is a separate common room for girls in the institution. Sanitary Napkins are also made available for female students in the Red Cross Unit.
4. **Every year a workshop is organised by IQAC on legal rights of women.** Senior advocates and civil judges are invited to inform the students regarding their legal rights. They are told about the procedures of registering complaints to the police, how to file FIR, POCSO Act, etc. Various competitions like essay writing, speech competition and extempore on legal rights and human rights are organised by the institution. The institution also organises lectures on health issues.

File Description	Documents
Annual gender sensitization action plan	<a href="https://govtcollegegharghoda.in/Content/GECDL_7.3.1.%20merged_145_137.pdf">https://govtcollegegharghoda.in/Content/GECDL_7.3.1.%20merged_145_137.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**Solid Waste Management:**

1. The written answer-books from the Internal Examination Cell and write-off books of the library are sold to the scrap dealers. Fund is also generated through this way which is used to buy needful items for the institution.
2. The dust-bins are placed inside all the classrooms and in other rooms. On daily basis the garbage is collected from all the departments, classrooms and common places. They are dumped at one place and collected by the Municipal Corporation.
3. The institution believes in preservation of its resources. Thus, the damaged furniture and almirah are not disposed-of but is reused through repair.

**Liquid Waste Management:**

1. The science laboratories are functional in the campus. A soak pit is attached to each laboratory. The liquid waste of the laboratories is directed to those soak pits.
2. The liquid waste of the institution is channelized into Municipal Corporation Sewage System.

**Other Waste Management:**

To make the campus green and clean almost all the required initiatives are taken. Plans are also on board to manage the other kinds of degradable and non-degradable wastes and improve the campus environment by making it free from these completely.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure">https://govtcollegegharghoda.in/College.aspx?PageName=Infrastructure</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>C. Any 2 of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <ol style="list-style-type: none"> <li>1. Restricted entry of automobiles</li> <li>2. Use of Bicycles/ Battery powered vehicles</li> <li>3. Pedestrian Friendly pathways</li> <li>4. Ban on use of Plastic</li> <li>5. landscaping with trees and plants</li> </ol>	<b>A. Any 4 or All of the above</b>

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>
---

<p><b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b></p>	<p><b>C. Any 2 of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>D. Any 1 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college provides a platform to the students and teachers to create a harmonious environment and no discrimination is made on the basis of cultural, regional, linguistic, communal, or socio-economic diversities. The students and teachers from different linguistic and communal background as well as from different socio-economic background are part of this institution. Though most of the students and teachers are from this state itself yet some of the teachers and students belong to other states of India. The students from distinct religious backgrounds are also studying. This offers a diversified group in the college and the college takes care of protecting the rights of each group. The birth anniversaries of eminent personalities, national festivals, cultural and sports activities are celebrated with much enthusiasm that helps in creating an inclusive environment.

Induction programme is organized for the newly admitted students in the beginning of the session so that the linguistic, communal and other diversities will be properly taken care of. Various programmes are organized on days of national and cultural importance to promote communal harmony. Chief among them are the celebration of Independence Day, Republic Day, Sadbhavna Diwas, Gandhi Jayanti, Swami Vivekanand Jayanti, Guru- Purnima, Basant-Panchami, etc.

To promote goodwill among students, various sports and cultural activities are organized in the college. This certainly helps in giving expression to their regional and linguistic diversities. This also plays an important part in filling the socio-economic and other differences of the students and create an inclusive environment in the college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The institution conducts various programmes related to the constitutional obligations: values, rights, legal rights, fundamental duties and responsibilities of the citizens especially for the students and the staff. The annual programmes related to this domain of common consciousness includes the observance of Constitution Day (26th November), Human Rights Day (10th December), Matdata Diwas (25th January) and Sadbhavna Diwas (20th August). The programmes on Constitution Day generally begin with reading of the Preamble of Constitution to inculcate the feeling of reverence towards the constitution. On Human Rights Day, the students are asked to make Human-chain. On Matdata Diwas, the students and the staff take pledge for voting, and thus, learn the responsibility of making use of their right to vote. On Sadbhavna Diwas, a pledge is administered to promote national integration, communal harmony, and goodwill among people of all religions, languages and regions. Legal-aid related programmes are conducted to make students aware of their rights and duties as citizens of India. The mentioned programmes are conducted annually with the sole purpose of enlightening the students and faculty members about the importance of constitutional values and of developing the feeling of dedication towards their constitution and towards the nation as such.

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

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

**B. Any 3 of the above**

**Conduct are organized**

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

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

The institution believes in the national unity and integrity of our country and thus, pays homage to it by celebrating the national festivals like Republic Day and Independence Day. The birth anniversary of many great personalities of India is also celebrated with fervor. Chief among these are the birth anniversary of Mahatma Gandhi and Lal Bahadur Shastri (2nd October), Dr. Sarvapalli Radhakrishnan (5th September), Pt. Jawahar Lal Nehru (14th November), Dr. B. R. Ambedkar (14th April), and Swami Vivekanand (12th January). To familiarize our students with Indian constitution, the college organizes programs on Constitution Day (26th November), Human Rights Day (10th December), and Voters Day (25th January). Apart from these, some other commemorative days are celebrated like Hindi Diwas (14th September), Shaheed Diwas (23rd March), Police Commemoration Day (21st October), International Yoga Day (21st June), Women Empowerment Day (8th March), World Environment Day (5th June), and State Foundation Day (1st Nov.). The annual function is also conducted every year (as per academic calendar) with great enthusiasm. The YRC of the institution organize events on National Volunteer Blood Donation Day (1st October), and World Red Cross Day (8th May).



File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### I Best Practice:

#### 1. Title of the Practice:

Providing specimen copies of books to needy students

#### 1. Objectives of the Practice:

The main objective behind this practice is to enable the students from economically weaker sections of society to study from good books available.

#### 1. The Practice:

The aim to the Higher Education is to provide best education facilities to the students and this practice of providing good books at no cost to students is certainly a great step in this direction.

#### 1. Problems Encountered and Resources Required:

The major problem that is faced in application of this practice is the availability of good books in great numbers

### II Best Practice:

#### 1. Title of the Practice:

No fuel day

### 1. Objectives of the Practice:

The institution wishes to provide pollution free atmosphere at least once in a week.

#### 1. The Practice:

The students are encouraged not to use vehicles at least one day in a week to curb vehicular pollution and lend a helping hand in reducing the air pollution in Gharghoda.

#### 1. Problems Encountered and Resources Required:

The institution faced problems in convincing the students to observe No fuel day on Saturdays. Some of the students come from remote areas where no public transport is available. So, the members of Eco Club suggested them to at least share their vehicles for one day.

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

### 7.3 - Institutional Distinctiveness

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

#### Advancement and awareness of women's education:

The college is determined to spread the light of education all around. The college is established in the year 2008 and it comes under tribal belt. The college is providing quality education at low cost to the students of tribal area. The college offers affordable fee-structure to the students with extra concession to girls and students of reserved category as per the government rules. The college is working hard to inspire the girls for higher education. The Principal and the faculty members of the college try to educate people about girls' education. As a result, the boys-girls' ratio in the session 2022-23 is 33:67. It is obvious that the strength of girls is more than the strength of boys in the college. The students are also inspired to go for post-graduation studies. The light of education has

dispelled the darkness of ignorance. Various activities like cultural, academic, sports, activities are specially conducted for girls in the institution. Several Career Guidance & Guidance programs were organized to motivate the students for higher education and makes them aware of further studies.

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

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

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

- To continue to provide congenial learning environment for holistic development of Students, Faculty and Supporting Staff
- To continue to provide holistic value based education
- To stimulate the academic environment for promotion of quality in teaching-learning process
- To conduct various activities that will help students and staff to develop these skills
- To increase Extension activities
- To develop more formal linkages through MoUs
- To facilitate continuous upgradation of the college
- To organise more workshops, seminars and conferences
- To create awareness and initiate measures for protecting and promoting environment
- To monitor Quality Assurance and Quality Enhancement activities
- To facilitate Faculty and Student Exchange Programmes with Other Academic Institutions and Linkages
- To foster and strengthen relationship through Faculty and Student Exchange Programmes

- To devise techniques to improve Teaching Learning & Evaluation process
- To continue to provide formal education to needy and deserving students
- To arrange career guidance programmes
- To emerge as an exemplar to other colleges