

# **GOVERNMENT J.M.P.COLLEGE, TAKHATPUR**

**DIST.-BILASPUR (C.G.) 495330**

**(Affiliated to Bilaspur University, Bilaspur )**



## **SELF-STUDY REPORT**

**First Cycle Accreditation 2014**

**SUBMITTED TO**

**NAAC, BENGALURU**



**YEAR-2014**



**Principal, Dr. (Smt.) Sapna A. Henry**

## **From the Desk of the Principal**

It is my great pleasure that the college is going for accreditation by “NAAC” Bengaluru. My faculty members and staffs have been continuously trying to give better facilities to students and to enhance the quality of education through teaching, learning and evaluation process for betterment of the institution.

Our continuous effort is to provide the student, the subject of their choice, interest and job oriented nature. The college strives to provide better facility to the students.

It’s a matter of great pleasure that we are successful in our efforts to start new courses- B.Com, BCA, Geography in BA and MA in Sociology & Economics.

The college has brought about innovations that strengthen and build a piece of learning. Our aim is to prepare every student for their future life and to inculcate in their values leading to the development of feelings for humanity, unity and social ability. The institution aims to utilize in every young mind all ingredients that make students successful in every phase of life and become responsible citizen of the society.

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# GOVERNMENT J.M.P.COLLEGE TAKHATPUR

DISTT.-BILASPUR (C.G.) 495330

Mob: 7752233585  
9893759608

Established:-15 July 1965  
E- mail:-principalgjmptakhatpur@gmail.com  
Website: www.govtjmpcollegetkp.com

**(Affiliated to Bilaspur University, Bilaspur and Recognized by the UGC u/s 2f &12(B) of the UGC Act 1956)**

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Dated. 19/07/2014

## **-: DECLARATION:-**

I certify that the data included in this self-study report is true to the best of my Knowledge. This SSR is prepared by institution after internal discussion as evaluative procedures.

I am sure that the peer team will validate the information provided in this S.S.R. during the team visit.

**( Dr. (Smt.) Sapna A. Henry )**  
Principal  
Govt. J.M.P. College,  
Takhatpur, Dist. Bilaspur (C.G.)



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**(Affiliated to Bilaspur University, Bilaspur and Recognized by the UGC u/s 2f &12(B) of the UGC Act 1956)**

No. / Est./NAAC/2014

Dated. \_\_\_\_\_

To,

The Director,  
National Assessment and Accreditation Council,  
P.O. Box No. 1075, Nagarbhavi,  
Bengaluru 560072

Sub. : Submission of SSR - First Cycle for Accreditation.

Ref. : Track ID - CHCOGN17608

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With reference to above cited subject, please find enclosed five copies of the SSR along with CD's for your kind perusal.

Kindly consider first week of January, 2015 for NAAC peer team visit.

Thanking you,

**( Dr. (Smt.) Sapna A. Henry )**  
Principal  
Govt. J.M.P. College,  
Takhatpur, Dist. Bilaspur (C.G.)

## PREFACE

It gives me great pleasure to acknowledge the valuable contribution of all the members of the team in preparation of this SSR. The responsibility of preparing the SSR would not have been possible without the support and efforts of Dr. S.K. Padey, Dr. Seema Negi and Dr. Seema Manisha Nath. I also thank the office staff for their contribution to provide necessary informations.

Last but not the least I express my gratitude to the Principal Dr. (Smt.) Sapna A. Henry who guided and supported in every step to shape this SSR.

**Dr. Rajeev Sharma**

Assistant Professor

Co-ordinator - NAAC



# **EXECUTIVE SUMMARY**

# **A. Executive Summary**

## **The SWOC Analysis of the Institution**

### **Strength:**

1. Learned teachers and learning resources.
2. All the sanctioned posts are filled up except three posts of Professor.  
Teachers are sufficient qualified and efficient.
3. Students from rural areas are studying in the college and in every Session the application forms are more than the allotted seats.
4. Weaker section students are provided scholarship by the govt.
5. Reservation in admission is given as per govt. rules to SC, ST, OBC & PWD.

### **Opportunity:**

To provide opportunity to students for higher study in minimum fees and for bright future to increase academic qualification with N.C.C., N.S.S. & Red Cross.

### **Challenge:**

To give education with moral values to student from rural back ground in limited resources.

### **Weakness:**

Majority of the student are from rural background and are weak in English so can not take advantage of subject matter in English.

### **Future plans:**

To make maximum use of new devices/technologies in teaching Learning process and Internet as E-learning resources as far as possible.

**PART - I**  
**PROFILE OF THE COLLEGE**

## **B. Profile of the College**

1. Name and address of the college:

Name	:	<b>Government J.M.P.College, Takhatpur</b>
Address	:	<b>Govt. J.M.P.College, Takhatpur</b>
		City : <b>Takhatpur</b> Pin: <b>495330</b> State : <b>Chhattisgarh</b>
		Website : <b>www.govtjmpcollegetkp.com</b>

2. For communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	<b>Dr.(Smt.) Sapna A. Henry</b>	<b>07753-264643</b>	<b>9981413585</b>	-	<b><u>Principalgimptakhatpur@gmail.com</u></b>
Vice Principal In-charge	<b>Dr. (smt.) S.N. Lader</b>	<b>9993407184</b>	<b>9993407184</b>	-	<b>dr-lader@rediffmail.com</b>
Steering Committee Co-coordinator	<b>Dr. Rajeev Sharma</b>	-	<b>9893759608</b>	-	<b>Dr.rajeevsharma143@gmail.com</b>

3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

<b>v</b>

#### 4. Type of Institution

##### a. By Gender

i. For Men	<input type="checkbox"/>
ii. For Women	<input type="checkbox"/>
iii. Co-education	<input checked="" type="checkbox"/>

##### b. By shift

i. Regular	<input type="checkbox"/>
ii. Day	<input checked="" type="checkbox"/>
iii. Evening	<input type="checkbox"/>

#### 5. Is it a recognized minority institution?

Yes	<input type="checkbox"/>
No	<input checked="" type="checkbox"/>

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence.

#### 6. Source of funding:

Government	<input checked="" type="checkbox"/>
Grant-in-aid	<input checked="" type="checkbox"/>
Self-financing	<input checked="" type="checkbox"/>
Any other	<input type="checkbox"/>

7. a. Date of establishment of the college ...**15/07/1965**.....(dd/mm/yy)

b. University to which the college is affiliated/or which governs the college (If It is a constituent college)

**Bilaspur University, Bilaspur (C.G.)**

#### c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyy)	Remarks
i. 2(f)	<b>07-04-1992</b>	
ii. 12(B)	<b>07-04-1992</b>	

(Enclose the Certificate of recognition u/s2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval details Institution/Department /Programme	Day, Month and Year (dd-mm-yyy)	Validity	Remarks
i.	<b>NA</b>			
ii.	<b>NA</b>			
iii.	<b>NA</b>			
iv.	<b>NA</b>			

(Enclose the recognition/approval letter) NIL

**8. Does the affiliating university Act provide for conferment of autonomy (as Recognized by the UGC), on its affiliated colleges?**

Yes  No

If yes, the has the college applied for availing the autonomous status? **N.A.**

Yes  No

**9. Is the college recognized?**

a. by UGC as a College with Potential for Excellence (CPE)?

Yes  No

If yes, date of recognition: .....(dd/mm/yyyy) N.A.

b. for its performance by any other governmental agency?

Yes  No

If yes, Name of the agency ..... and

Date of recognition: ..... (dd/mm/yyyy)

**10. Location of the campus and area in sq.mts:**

Location*	Rural
Campus area is sq. mts.	<b>44677.47</b>
Built up area in sq. mts.	<b>3271.2</b>

(\*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities.
- Sports facilities
  - \* Playground ✓
  - \* Swimming pool ×
  - \* Gymnasium ✓
- Hostel
  - \* Boys' hostel
    - i. Number of hostels **NIL**
    - ii. Number of inmates ×
    - iii. Facilities (mention available facilities) ×
  - \* Girls' hostel
    - i. Number of hostels **UNDER CONSTRUCTION**
    - ii. Number of inmates ×
    - iii. Facilities (mention available facilities)
  - \* Working women's hostel ×
    - i. Number of hostels ×
    - ii. Facilities (mention available facilities) ×
- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) **NOT AVAILABLE**
- Cafeteria – **It's a very small city which comes in Bilaspur district. Shops are near by the college, so cafeteria is not required.**
- Health center – The College arrange two one day health camp through Red Cross and NSS.  
First aid, Inpatient, Outpatient, Emergency care facility, Ambulance .....  
Health center staff-
 

Qualified doctor	Full time		Part-time	✓
Qualified Nurse	Full-time		Part-time	

- Facilities like banking, post office, book shops: **Letter has been sent to main post office for letter box in the college campus.**
- Transport facilities to cater to the needs of students and staff: **NIL**
- Animal house : **NOT AVAILABLE**
- Biological waste disposal: **NIL**
- Generator or other facility for management/regulation of electricity and voltage.  
The college has the following facilities to manage power supply:  
\*2.5 KVA, 100Amp Inverter in Chemistry  
\*5 KVA, 100 Amp with 08 Battery Inverter in office  
\*2.5 KVA 100Amp is installed in Library  
\*2.5 KVA Inverter in Physics Lab.
- Solid waste management facility. Available
- Waste water management. NIL
- Water harvesting. NIL

**12. Details of programmes offered by the college (Give data for current academic year)**

S.L.	Programme Level	Name of the Programme /Course	Duration	Entry Qualification	Medium of instruction	Sanctioned /approved Student Strength	No. of students Admitted
1	Under-Graduate	1. B.Sc. 2. B.A. 3. B.Com 4. BCA	3years (Annual)	10+2	Hindi	360 600 100 50	266 542 31 21
2	Post-Graduate	M.A. 1. Hindi 2. History 3. Political Sci. 4. Sociology 5. Economics	2years	BA/BSc/ B.Com	Hindi	40 40 40 20 20	36 27 38 10 10



3	Integrated Programmes PG	<b>NIL</b>	-	-	-	-	-
4	Ph.D.	<b>NIL</b>	-	-	-	-	-
5	M.Phil.	<b>NIL</b>	-	-	-	-	-
6	Certificate courses	<b>NIL</b>	-	-	-	-	-
7	UG Diploma	<b>NIL</b>	-	-	-	-	-
8	PG Diploma	<b>NIL</b>	-	-	-	-	-
9	Any Other (specify and provide details)	<b>NIL</b>	-	-	-	-	

13. Does the college offer self-financed Programmed?

Yes  No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	<b>5</b>
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15. List the departments: (respond if applicable only and do not list facilities like Library Physical Education as departments, unless they are offering academic degree awarding programmes. Similarly, do not list departments offering common compulsory subjects for all the programmes like English, Regional languages etc.)

Particulars	UG	PG	Research
Science	B.Sc. Chemistry Mathematics Physics Zoology Botany	NIL	NIL
Arts	B.A. Hindi English	Master of Art Hindi History	NIL

	History Sociology Political Economics Geography	Political Sociology Economics	
Commerce	B.Com	NIL	NIL
Any Other not covered above	B.C.A.	NIL	NIL

16. Number of Programmes offered under (Programme means a degree course like B.A., BSc, M.A., B.Com..)

a. annual system

b. semester system

c. trimester system

17. Number of Programmes with

a. Choice Based Credit System

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

18. Does the college offer UG and/ or PG programmes in Teacher Education?

Yes

No

If yes,

a. Year of Introduction of the programme(s) ...N.A.(dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No. ....

Date: .....(dd/mm/yyyy)

Validity .....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes  No

19. Does the college offer UG or PG programme in Physical Education?

Yes  No

If yes,

a. Year of Introduction of the programmes(s) .....(dd/mm/yyyy)

And number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No. ....

Date: .....(dd/mm/yyyy)

Validity .....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes  No

20. Number of teaching and non-teaching positions is the Institution

Positions	Teaching faculty						Non-teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
	*M	*F	*M	*F	*M	*F				
Sanctioned by the UGC/University /State Government Recruited	<b>NIL (3)</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>04</b>	<b>07</b>	<b>10</b>	<b>01</b>	<b>NIL</b>	<b>NIL</b>
Yet to recruit	-	-	<b>NIL</b>	<b>NIL</b>						
Sanctioned by the Management/ society or other authorized bodies Recruited										
Yet to recruit					<b>2</b>	<b>4</b>	<b>8</b>			

\*M-Male \*F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							<b>NIL</b>
Ph.D.	<b>NIL</b>	<b>NIL</b>	<b>NA</b>	<b>NA</b>	<b>03</b>	<b>04</b>	<b>07</b>
M.Phil.					<b>NIL</b>	<b>01</b>	<b>01</b>
PG/ SLET					<b>01</b>	<b>02</b>	<b>03</b>
Temporary teachers: The teachers recruited by 'JBS' have minimum required qualification.							
Ph.D.							
M.Phil.							
PG							
Part-time teachers: <b>N.A.</b>							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty/Guest Faculty engaged with the college

**NIL**

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 2010-11		Year 2011-12		Year 2012-13		Year 2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	<b>109</b>	<b>72</b>	<b>109</b>	<b>69</b>	<b>131</b>	<b>91</b>	<b>172</b>	<b>124</b>
ST	<b>32</b>	<b>14</b>	<b>37</b>	<b>14</b>	<b>49</b>	<b>23</b>	<b>51</b>	<b>35</b>
OBC	<b>219</b>	<b>138</b>	<b>200</b>	<b>180</b>	<b>203</b>	<b>190</b>	<b>252</b>	<b>231</b>
General	<b>27</b>	<b>72</b>	<b>39</b>	<b>74</b>	<b>30</b>	<b>77</b>	<b>29</b>	<b>87</b>
Others	-	-	-	-	-	-	-	-

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	860	121	NIL	NIL	981
Students from other states of India	NIL	NIL	NIL	NIL	NIL
NRI students	NIL	NIL	NIL	NIL	NIL
Foreign students	NIL	NIL	NIL	NIL	NIL
<b>Total</b>	<b>860</b>	<b>121</b>	<b>NIL</b>	<b>NIL</b>	<b>981</b>

25. Dropout rate in UG and PG (average of the last two batches)

UG

**19.76%**

PG

**6.6%**

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of student enrolled)

(a) Including the salary component

**Rs.21530**

(b) Excluding the salary component

**Rs.3213**

27. Does the college offer any program's in distance education mode (DEP)?

Yes

No

If yes,

a) is it a registered Centre for offering distance education programmes of another University

Yes

No

b) Name of the University which has granted such registration.

**Nil**

c) Number of programmes offered

**Nil**

d) Programmes carry the recognition of the Distance Education Council.

Yes

No

28. Provide Teacher- student ratio for each of the programme/course offered

29. Is the college applying for

Accreditation: Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation\* (applicable for Cycle2, Cycle3, Cycle 4 and re assessment only)

Cycle 1: .....**NA**.....(dd/mm/yyyy) Accreditation Outcome/Result .....

Cycle 2: ..... (dd/mm/yyyy) Accreditation Outcome/Result .....

Cycle 3: ..... (dd/mm/yyyy) Accreditation outcome/Result .....

\*Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

IQAC .....**17/11/12**..... (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR)

to NAAC.

AQAR (i) .....**Not Applicable**.....(dd/mm/yyyy)

AQAR (ii) ..... (dd/mm/yyyy)

AQAR (iii) ..... (dd/mm/yyyy)

AQAR (iv) ..... (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to

Include. (Do not include explanatory/ descriptive information)

- Conduction of two competitive examination at College level.
- Participation of four students in Inter-University tournaments.
- Participation of NCC students in NIC Chennai and Amarkantak.

**PART - II**  
**CRITERIA WISE ANALYSIS**  
**REPORT**

**CRITERION - I**  
**CURRICULAR ASPECTS**



## C. Criteria- wise Analysis Report

### CRITERION I : CURRICULAR ASPECTS

#### 1.1 Curriculum Planning and Implementation

**1.1.1 State the vision, mission, and objectives of the institution and describe how these are communicated to the students, teachers, staff and other stakeholders.**

##### VISION

##### **“Vidya, Vinay,Vivek”**

The college aims to impart quality education and apart from academic education to develop their personality so that they become mentally mature, constructive, disciplined individual of society with high value of national integrity, social commitment and secularism. We wish that the students of this college should be knowledgeable, polite, conscientious, physically and mentally healthy, practically efficient, self-motivated, morally strong, well-adjusted and well integrated, so that they can perform their role in best way and are acceptable members of society.

##### MISSION

Our mission is to impart education to make the students self-sufficient, self-reliant, well equipped to cope with the present and future demands and become useful citizens of the society and uplift the nation by uplifting the youth.

##### OBJECTIVES

“Enabling the youth to meet out the demands of contemporary society”

We make great efforts to get best results from limited resources to reach our vision by the following dimensions:-

**Academic enrichment:** The main objective of the institution is to enable the students to meet the challenges of life with confidence through academic achievements and co-curricular activities which also provides them the opportunity to exhibit their talents.

To obtain the objectives of the institution college library is enriched with Books, Journals, Educational CD's and Newspapers& Laboratories are equipped with necessary equipments.

**Social Development:** Education is incomplete without social orientation. Through various activities like NCC, NSS, Red Cross and sports social skills are developed. The NSS students are visiting the adopted village and schools to impart knowledge about nutrition, health & hygiene, disease and their prevention, importance of literacy etc. Through these activities helping nature is developed.

**Personality Development:** For all-rounded development and specially for the development of well-adjusted and well integrated personality. Students are given opportunities for exposure through various competitions so that they exhibit their artistic and creative inclination, to develop communication skill and learn co-operative living. They are also sent to other colleges for participation in various cultural & sports competition which helps in the development of confidence.

The vision of the college is given in the college emblem. The Emblem Is given on the first page of the college "Information & Admission Brochure" and also displayed on the entrance so that each and every member of the college can be reminded of the same.



The college emblem shows the vision, or motto of the college, that is  
**“VIDYA, VINAY, VIVEK”-----( EDUCATION, POLITENESS, CONSCIENCE)**

The open books indicates the source of education and knowledge which brings politeness and develops conscience. The rising sun represents progressiveness, energy and concern & guidance to others.

## **HISTORY OF THE COLLEGE**

The college was established by “Takhatpur Shikshad Sammittee” on 15 July 1965 with arts and science faculty up to graduation level. In the beginning the classes were conducted in temporary building of Government Higher Secondary School, Takhatpur till--1973. The college was shifted in the present building in 1973. After purchase land by mission and then, the building was built up by Janaklal Motilal Trust, Dharampura, since then the college is known as JMP College, Takhatpur. The college was taken over by Government of Madhya Pradesh, higher education department from 1st October 1982, since then it is known as “Government J.M.P. College, Takhatpur”. The college is located on Bilaspur - Mungeli road. It is about 31 kms. from Bilaspur (C.G.).The college Campus spreads on area of 11.04 acre.

The college was upgraded by introducing M.A. in Political science for PG degree course in 1987-88. Due to limited seats in MA and increase of applications to study M.A. ,new courses Hindi &History in M.A. was started in 2002-03 by college level body ‘Janbhagidari Sammittee” after permission of State Government.

The new courses – B.Com, BCA, Geography as a paper in BA & M.A. in Economics and Sociology was started in 2013-14.

This is the only college in Takhatpur Block for hundreds of students belonging to backward sections ( SC/ST/OBC) who pass out of the higher secondary schools of Takhatpur and nearby places.

## **THE MILESTONE OF THE COLLEGE**

---

1. The college started as Degree College on 15 July 1965 with Science and Arts up to graduation level.
2. Post graduate class in M.A. Political Science was started in 1987-88.
3. BCA, B.COM, MA in Sociology and Economics & Geography in BA started in 2013-14.
4. Remedial coaching programme for SC/ST/OBC students was conducted successfully through UGC 11<sup>th</sup> plan fund in 2010-11.
5. Two class rooms by MLA fund in 2010.
6. Two class rooms by UGC fund with common room & two wash rooms in 2014.
7. Cycle stand with five hundred capacities by Government of CG in 2011.
8. Girls Hostel building & sport facilities center are under construction through UGC 11<sup>th</sup> plan (specific) grant.

### **1.1.2 How does the institution develop and deploy action plans effective Implementation of the curriculum? Give details of the process and substantiate through specific examples (s).**

- The teachers are sent for orientation and refresher courses organized by the university.
- College tests are organized as per calendar.

- Lectures, seminars and computer literacy programme are conducted for the academic enrichment of the students and faculty members.
- Quiz programme, Debates and different competitions are conducted for mental & physical creativity.
- In college brochure, information on different courses, fees structure, admission process & form etc. is given in details.
- For preparation of main examination “Question Banks” have been prepared by the dept./faculty for the benefit of students.
- To face the competitive examination, test in that pattern is conducted for BA, B.Sc. & MA final year students.
- Teaching Diary is prepared by the teachers.

**1.1.3 What type of support ( procedural and practical ) do the teachers receive ( from the university and/or institution ) for effectively translating the curriculum and improving teaching practices ?**

- All classes are equipped with ceramic board in class room.
- Laboratories and computer labs have been provided.
- General library /departmental libraries have been set up to furnish the students’ knowledge in the disciplines concerned.
- To attend refresher and orientation courses, National/ International Seminars, Workshops etc. The faculty members are relieved.
- The college monitors and facilitates the computer facility, printing, copying, and scanning to all /some faculty members. Some departments are provided with PA system with amplifier, Laptops Desktop computers, Printer and Scanners, Multimedia projector, Smart board facilities.
- The ‘Janbhagidari Sammittee’ (local management as govt. rules) fund supports the development of infrastructure equipment’s and books according to requirement of the college.
- Teachers are motivated to apply for minor/major research project.
- Library facility is available with books, journals, newspapers and magazines.

**1.1.4 Specify the initiative taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating university or other statutory agency.**

- The curriculum is designed and revised by Bilaspur University, Bilaspur and college ensures the effective implementation of it.
- The college uses the chalk and duster method in regular classroom lectures, group discussion and laboratories sessions in practical subjects.
- The college also organizes special awareness and personality development programs for the students.
- The college has created a Question Bank for the use of students for their references.
- The college gives special attention to those students who could not attend class due to any reasons viz. NCC/NSS camp, participation in sports to make up their loss.

**1.1.5 How does the institution network and interact with beneficiaries such as Industry, research bodies and the university in operationalization of the curriculum ?**

Always whenever the university organizes any programme and invites Principal or faculty member, college participates that the programme to get benefits. Recently University had organized “workshop on examination reforms” and in 2012 “Conference on NAAC “

**1.1.6 What are the contribution of the institution and/or its staff members to the Development of the curriculum by the university ? (number of staff members/departments represented on the Board of Studies, student feedback, Teacher feedback, stakeholder feedback provided, specific suggestions etc.**

The Principal of the college is Dean of Home science faculty in Board of Study and member of academic council of Bilaspur University, Bilaspur ( C.G.)

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'Yes' give details on the process (Needs Assessment, design, development and planning) and the courses for which the curriculum has been developed.**

The curriculum is designed by the University through its constituted Board of study.

**1.1.8 How does institution analyze/ensure that the stated objectives of Curriculum are achieved in the course of implementation?**

1. The objectives of curriculum are analyzed by the result and marks secured by the students in annual examination which is conducted by university. 2. Teachers of concerning subjects also analyze during the class. 3. Besides, the students of this college are working in various designations and serving the society in different places with their capacities.

## 1.2 Academic Flexibility

### 1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ Skill development courses etc., offered by the institution.

The college has taken always step to obtain the goals to skill development of the students. In the year 2010-11, college has conducted remedial courses through the UGC grant during 11<sup>th</sup> plan for that student who belongs to SC, ST, OBC and minority categories. Correspondence is done for skill development programme.

B.Com. B.C.A., Geography in B.A.,M.A. Sociology and Economics has been started from 2013-14.

### 1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'Yes' give detail.

As per the status of Bilaspur University, Bilaspur (C.G.), there is no provision for pursuing dual degree programme simultaneously, and therefore, the college does not offer any such programme.

### 1.2.3 Give details on the various institutional provisions with references to Academic flexibility and how it has been helpful to students in terms of skills development,academicmobility,progression to higher studies and improved potential for employability.

- Range of core/Elective options offered by the university and those opted by the college
- Choice Based Credit system and range of subject options
- Courses offered in modular form
- Credit transfer and accumulation facility
- Lateral and vertical mobility within and across programmes courses
- Enrichment courses



There are four degree programmes-BA, B.Sc.B.Com&BCA and five PG programmes-MA in Political science, History, Hindi, Economics and Sociology are conducted in arts faculty in the college.

Each of the programmes offered here opens up a number of job opportunities and makes the students eligible for higher studies in the disciplines concerned.

The degree programme in B.Sc. offers in two groups. Math's group with subjects Mathematics, Chemistry, Physics and Bio group with Zoology, Botany, Chemistry. Foundation course includes general Hindi and English Language which is compulsory for both groups. And environmental study is only for first year students.

The degree programme in BA offers seven optional subjects-Hindi Literature, English Literature, History, Political Science, Sociology, Economics and Geography. Students have option to choose any three subjects. Foundation Course and Environmental Studies are same as in B.Sc.

In BCA & B.Com. papers are compulsory for students as per university syllabus. The entire above mentioned course are running as per annual examination system.

## **POST GRADUATE COURSES**

All the courses are having theory papers of 100 marks.

<b>Faculty</b>	<b>No. of theory papers</b>	<b>Marks</b>	<b>Total</b>
MA-History	Previous-4 Final-4	400 400	800
MA-Political Science	Previous-4 Final-4	400 400	800
MA-Sociology	Previous-5 Final-5	500 500	1000
MA-Economics	Previous-5 Final-5	500 500	1000

## UNDER GRADUATE COURSES

B.Sc.	First year-5 Previous-4 Final-4	700 600 600	1900
BA	First year-5 Previous-4 Final-4	700 600 600	1900
BCA	First year-5 Previous-4 Final-4	800 ( with Practical) 800 800	2400
B.Com	First year-5 Previous-4 Final-4	700 600 600	1900

### 1.2.4 Does the institution offer self-financed programme ? If 'Yes' list them and indicate how they differ from other programmes with reference to admission,curriculum,feesstructure,teacherqualification,salary etc.

- The college offers New courses introduced in 2013-14 i.e. B.Com, BCA, Geography as a paper in BA and MA in Sociology & Economics by college 'JANBHAGIDARI SAMMITTEE' funds.
- Admission procedure is same as other regular courses as per Govt. rules.
- Fees structure is decided by 'JBS'meeting for these courses.
- University curriculum is adopted.
- Teacher's qualification is according to government instructions.
- Teacher's salary is decided by Janbhagidari sammittee as per availability of funds.

**1.2.5 Does the college provide additional skill oriented programmes relevant to regional and global employment markets ? If 'Yes' provide details of such programme and the beneficiaries.**

The college has submitted proposal to 'Jila panchayat for job oriented skill development programmes under the scheme of 'MMKVY'.  
Proposal has been sent to Mahila I.T.I. for skill development program for girls.

**1.2.6 Does the university provide for the flexibility of combining the conventional face-to-face and Distance mode of education for students to choose the courses/combo of their choice ? If 'Yes' how does the institution take advantage of such provision for the benefit of students ?**

As per the status of Bilaspur University, Bilaspur (C.G.), there is no provision for combining regular and distance mode of education.

## **1.3 CURRICULUM ENRICHMENT**

**1.3.1 Describe the efforts made by the institution to supplement the university's curriculum to ensure that the academic programmes and institution's goals and objectives are integrated?**

The institution being an affiliated college of Bilaspur University, Bilaspur it has to follow the curriculum provided by the University. However, the college ensures that the university curriculum is followed in the best of the spirit.

The Principal as head of the institution ensures that the curriculum framed by the university is supplemented in such a way that it reflects the mission, vision & objects of the college.

### **1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?**

- The curriculum & syllabus is decided by the university and college cannot modify it.
- To cater the needs of the dynamic employment market, the college has started BCA, B.Com. Geography as optional paper in BA and MA in Economics, Sociology.
- The students are motivated and encouraged to offer English Literature in graduation level.
- Students are encouraged by the Principal and faculty members to prepare themselves for various competitive examinations for future.

### **1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environment Education, Humain Rights, ICT etc. into the curriculum ?**

- Environmental education as a paper is compulsory for all degree students irrespective of their discipline as Arts, Science & Commerce.
- The college organizes awareness programme on Gender discrimination issue time to time for students.
- Topics like Climate Change, Human rights & ICT are studied as a part of syllabus to aware students on these issues.
- Time to time lectures are arranged on heath, diseases, laws and job opportunities.

### **1.3.4 What are the various value-added courses/ Enrichment programmes offered to ensure holistic development of students?**

- **Moral and ethical values**
- **Employable and life skills**
- **Better career options**
- **Community orientation**

The college has NCC and NSS Units in which about 100 students are registered, during their activities and camp student finds these platforms on which they get education about social service and moral values.

Besides these, the college always organizes community work in various occasion- viz. Plantation, Women Empowerment Awareness, Election Awareness etc. All these programs provide our students to learn the utility of social service and helps in their personality development.

The girl student are given training for cutting, tailoring and knitting.

### **1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

- Feedback of the students of the final year are taken at the end of session to know their views about teaching-learning process and available facilities provided to students for further development of the institution in academic improvement that can be done to better their future.
- Our curriculum is decided by the university, so valuable suggestions taken from students feedback is incorporated by our faculty member.

### **1.3.6 How does the institution monitor and evaluate the quality of its enrichment?**

- The Principal monitors the conduct of classes and evaluation of the students with the help of senior faculty members.
- IQAC members continuously monitors over all activities including academic to ensure the quality of enrichment programme of the college and also share their views & experience for betterment with Principal in the interest of institution.
- The student's result of annual university examination reflects the institutional quality, to analyze itself to ensure it.

## 1.4 FEEDBACK SYSTEM

### 1.4.1 What are the contribution of the institution in the design and development of the curriculum prepared by the university?

Some of our faculty members are in The Board of studies of University. The design and development of the curriculum is decided in the meeting of Board.

### 1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on curriculum? If 'Yes' how is it communicated to the university and made use internally for curriculum enrichment and introducing changes /new programmes.

- Students: The College takes feedback from students.
- Alumni : NIL
- Parents: The Principal takes feedback from coming parents during discussion.
- Academic Peers: Academic peers give their valuable suggestion to the students.

### 1.4.3 Howmany new programme/ courses were introduced by the institution during the last five years? What was the rationale for introducing new courses/ programme?

In the academic session 2013-14,322 students in BA (I) and 311 in B.Sc. (I) had submitted their application forms with the desire of admission, but due to limited seats about 313 students could not take admission in the college. To provide opportunity and cater their need the college has started new courses with the requirement of the contemporary competitive educational scenario to empower students.

Some new courses are as follows:

- Under Graduate level courses BCA and B.Com has been started.
- Geography as an optional paper in BA has been introduced because Geography is taught at higher secondary level.
- MA in Sociology and Economics has also started from 2013-14.

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**CRITERION - II**  
**TEACHING - LEARNING AND  
EVALUATION**



## **Criterion II: Teaching, Learning & Evaluation**

### *2.1 Student Enrolment & Profile*

#### **2.1.1 How does the college ensure publicity and transparency in the admission process?**

- The admission procedure is adopted as per guidelines given by the Department of Higher Education, Government of Chhattisgarh.
- All the information about admission process is given in details in college brochure. The last date of submission of application is also notified through the newspapers and displayed on the college notice board.
- The provisional merit list for admission is exhibited on the college notice board with all necessary instructions.
- The number of students in different courses is decided by the govt.

#### **2.1.2 Explain in detail the criteria adopted and process of admission (Ex.(i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other ) to various programmes of the institution.**

The process of admission is adopted as per guidelines of State Government, Department of Higher Education. (Admission is given according to merit and reservation.)

Admission committee is formed for different courses for scrutiny and preparation of provisional merit list as per rules of admission, given by C.G. govt. Higher education department. Counseling is conducted by the committee members if required.

**2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparisons with other colleges of the affiliating university within the city/district.**

This college is the only institution for higher education in this city, and most of the students belong to SC, OBC & ST. category. The minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college is from 38% to above 80% respectively.

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'Yes' What is the outcome of such an effort and how has it contributed to the improvement of the process?**

- All admission process is completed by admission committee with senior and experienced faculty members, constituted by the Principal.
- Students are admitted to each course as per govt. rules after careful scrutiny of their merit, qualification and reservation policy.
- Reservation policy for SC, ST, OBC & PWD given by the govt. is strictly by followed.

**2.1.5 Reflecting on the strategies adopted to increase / improve access for following categories of the students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the national commitment to diversity and inclusion.**

- **SC/ST**
- **OBC**
- **Women**
- **Differently abled**

- Economically weaker sections
- Minority community
- Any other

The reservation policy for admission is as follows:

SC-12%, ST-32%, OBC-14% PWD-3% and each category for women applicants is 30%.

**2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. Reasons for increase/decrease and actions indicated for improvement.**

This institution is the only college in Takhatpur city. up to the area of 20/30 kms , there is no other college. The students of nearby villages take admission in this college moreover because the college is situated on the main road and regular bus services are available. The strength of the college is increasing every year which is shown in the following table. So the demand for admission rises very high every year.

Academic Year	Programs	Number of applications	Number of students admitted	Demand Ratio
2010-11	I.BA II. B.Sc. III. M.A.	710	683	1.03:1
2011-12	I.BA II. B.Sc. III. M.A	900	722	1.24:1
2012-13	I.BA II. B.Sc. III. M.A.	950	800	1.18:1
2013-14	I.BA II. B.Sc. III. M.A IV.BCA V.B.Com	1110	981	1.13:1

## *2.2 Catering to Diverse Needs of Students*

### **2.2.1 How does the institution cater to the needs of differently abled students and ensure adherence to Government Policies in this regard?**

The college gives 3% reservation to differently-abled students as per rules, given by Government of Chhattisgarh. Such students attach certificate of Physically Disabled at the time of admission with admission form and admission is given on the basis of merit among them. These category students are free from university examination fees. Under XII<sup>th</sup> plan of UGC the college has proposed rails, ramps and one special wash room for them.

### **2.2.2 Does the institution assess the student's needs in terms of knowledge and skills before the commencement of the programme? If 'Yes' give details on the process.**

The students have options to select their subject at the time of admission as per rules. The college gives admission only on the merit basis observing the reservation rules.

### **2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with programme of their choice? (Bridge/Remedial/Add-on/Enrichment courses etc.)**

In the year 2010-11 Remedial coaching classes were run under XII<sup>th</sup> plan UGC program.

Extra coaching, tutorial classes are taken to meet out their knowledge gap.

#### **2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, Environment etc?**

The Principal constitutes various committees to smoothly function the college. NSS and Red-cross society undertake programs based on social issues to sensitize staff & students on issues of gender, human rights, voting rights, legal literacy, environment, diseases and other relevant issues.

In seven days special camp of NSS, social related issues are discussed, performed by speech drama for awareness among villagers and students.

#### **2.2.5 How does the institution identify and responds to special education /learning needs have advanced learner?**

- College provides maximum use of general library, journals and newspapers as learning resources for knowledge to update advanced learners.
- They are encouraged to take part in activities such as quiz, essay writing, competitions and presentation of their views on different occasions.
- Teachers identify such students during class and motivate them.

#### **2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, Physically Challenged, slow learners, economically weaker sections etc.)**

- Maximum students of the college belong to rural areas belonging to SC, ST, & OBC category from economically weaker section and such students are provided regular scholarship by the government.

- Learning and other resources like books and stationary are issued to SC, ST students through Book Bank Scheme.
- Students having poor attendance of these sections are given special attention to make up their courses.

## *2.3 Teaching-Learning process*

### **2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan and Evaluation blue print etc.)**

- The academic calendar is decided in co-ordination committee meeting presided by Governor of Chhattisgarh with VC of Universities and the college implements it only.
- Time-table is prepared for both theory and practical sessions.
- The college conducts internal evaluation as per scheduled by academic calendar, it includes four unit tests and three sessional tests. The final evaluation of students is determined by annual examination taken by university.
- The entire faculty member maintains daily-diary that is updated daily and first week of every month it is observed and signed by the Principal.

### **2.3.2 How does IQAC contribute to improve the teaching-learning process?**

**The college has an IQAC and its meeting is scheduled regularly. Members of the cell express their views and different issues are discussed to enhance the quality of education. Such valuable suggestions are accepted and implemented for betterment of the institution.**

**2.3.3 How is learning made more students centric? Give details on the support of structure and systems available for teacher to develop skills like interactive learning, collaborative learning and independent learning among the student.**

The students are encouraged to express their views on any platform. Presentation in class from time to time is conducted by concerned subject teacher through seminars on different topics. At this event the students have open opportunity for interacting with the teachers as well as among themselves.

**2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

- Through various academic and co-curricular activities students are encouraged to improve their communication skill, emotional quotient, decision making skill and creative thinking.
- Participation in NSS, NCC and Sports also boost their team working skills and individuality.
- Awareness programme organized in college also create scientific temperament in students.

**2.3.5 What are the technologies and facilities available and used by the faculty members for effective teaching? Exa: Virtual laboratories-learning resources from NPTEL and NME-ICT, open educational resources, Mobile education, etc.**

- Our faculty members generally use classical teaching aids like black board and ceramic white board with chalk and talk method.
- The college has provided Physics and Zoology labs with smart boards to ensure effective learning for students.
- Some depts. use multimedia projector with Laptop to display educational CD's which are purchased by UGC grants.

**2.3.6 How are the students and faculty members exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.?)**

The college encourages teachers to participate in regional and national seminars/workshops in their respective field and new information gathered from there are disseminated to the student community. Sometimes expert from academic fields are invited to deliver talks, both students and faculty members are benefitted academically through these sessions.

**2.3.7 Detail (process and the number of students benefitted) on the academic personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?**

Concerned teacher as a counsellor monitors students overall performance and provides personal academic and psycho-social supports & reports the same to the Principal. Different committee constituted by Principal on students issues solves the problems. Such committee has at least one female faculty as possible.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four year? What efforts made by the institution to encourage the faculty to adopt. New and innovative approaches and the impact of such innovative practices on student learning?**

The college motivates the faculty to adopt new approaches by providing modern teaching aids like multimedia projectors, smart boards, computers and educational CD's. Presentation by students are encouraged at any occasion to express their views for overall personality development.



### **2.3.9 How are library resources used to augment the teaching-learning process?**

- General library of the college is equipped with latest edition of books, journals, daily newspapers and old question papers.
- Students are advised to take particular book for reference through library for deep knowledge.

### **2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'Yes' elaborate on the challenges encountered and the institutional approaches to overcome this.**

Yes,

- Certain subjects require extra teaching hours, therefore extra classes are scheduled.
- Whenever due to some govt. work classes are disturbed course is completed by taking extra classes.

### **2.3.11 How does the institute monitor and evaluate the quality of teaching learning?**

- The Principal monitors teaching-learning process on a day to day basis and advises the concerned faculty to improve the quality of teaching wherever required.
- IQAC also evaluates the quality of teaching of different departments.
- The college monitors and evaluates the quality of teaching-learning with the help of different ways like feedback from the students, self-evaluation of teachers and in meetings of teachers with the Principal.

## 2.4 Teacher Quality

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resources (qualified and competent teachers) to meet the changing requirements of the curriculum.**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	Nil	Nil	N.A.	N.A.	Nil	NIL	Nil
Ph.D.	Nil	Nil	N.A.	N.A.	03	04	07
M. Phil.	Nil	Nil	N.A.	N.A.	01	03	04
PG	Nil	Nil	N.A.	N.A.	04	07	11
Temporary teachers							
Ph.D.	N.A.	N.A.	N.A.	N.A.	Nil	Nil	Nil
M. Phil.	N.A.	N.A.	N.A.	N.A.	Nil	Nil	Nil
PG	N.A.	N.A.	N.A.	N.A.	-	-	06
Part-time teachers							
Ph.D.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
M. Phil.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
PG	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

**2.4.2 How does the institution cope with the growing demand /scarcity of qualified senior faculty to teach new programmes /modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

New programmes i.e. B.C.A., B.Com., Geography in B.A., M.A. Sociology and M.A. Economics has been started from the session 2013-14. For M.A. classes senior faculty is available with Ph.D. qualification. For other mentioned UG courses temporary teachers are arranged with the qualification mentioned by govt. Teachers are encouraged to participate in seminars, workshops and related programmes to enhance their knowledge.

**2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

a) Nomination to staff development programmes

Academic staff development programmes	Number of faculty nominated
Refresher courses	Nil
HRD programmes	Nil
Orientation programmes	4
Staff training conducted by the university	01
Staff training conducted by the other institution	-
Summer/Winter schools, Workshops, etc.	05

**b) Faculty training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching learning.**

- **Teaching learning method/approaches**
- Computer literacy programme was arranged by the college for the teaching staff. Teachers are sent to attend seminars and workshops to learn new methods.
- **Handling new curriculum**
- New books and journals are provided in the library. Through internet also new informations are collected.
- **Content/knowledge management**
- Through Books, journals and internet subject matter is collected and knowledge is enhanced. Educational CDs are provided in the departments.
- **Selection, development and use of enrichment materials**
- Through Library, internet and by participation and paper presentation in seminars and workshops the material is developed & enriched. Educational CDs of the subject is prepared by the teachers.
- **Assessment**
- Assessment is done by the result of test & annual exams. Self evaluation report is filed.

- **Cross cutting issues**
- Very poor educational back ground of coming staff to the college makes it difficult to meet standards of other Universities.
- **Audio Visual Aide/multimedia**
- Laptop, LCD projector, smart board is available in the college for teaching.
- **OER'S**
- Arranging for OER'S.
- **Teaching learning material development, selection and use**
- Charts and specimens, CDs & other necessary equipment are provided by the teachers are used for teaching. Models are also prepared by the students in the teachers guidance. Some teachers are preparing CD'S for teaching.

### **c) Percentage of faculty**

- **Invited as resource persons in workshops /Seminars / Conferences organized by external professional agencies**
- 8.3% ... Invited as resource person. The Principal of the college Dr. (Mrs.) Sapna A. Henry was invited by "Vasudha Mahila Munch" in a workshop to deliver lecture on counseling and by Chhattisgarh Rajya Bal Adhikar Sanrakshan Ayoga" to deliver lecture on corporal punishment.
- **Participated in external Workshops/Seminars/Conferences recognized by national/international professional bodies**
- 100% ... All the Asstt. Professors participate and present papers also attend workshop/ seminars/ conferences/ conducted and recognized by professional bodies time to time.
- **Presented papers in Workshop/ Seminars/Conferences conducted or recognized by professional agencies.**
- 100%

#### **2.4.4 What policies/systems are in place to recharge teachers? (eg. Pro...)**

- All the senior Asst. Professors are Ph.D. holders and have published their research papers in journals. Four Assistant Professors joined the service 2012 Dec. recruited by PSC of Chhattisgarh.
- The faculty has given full freedom to attend seminars, workshops and conferences, refresher and orientation courses.
- To recharge the teachers, the Principal of the college is encouraging faculty members to deliver lectures in various institutions seminars and conferences.

#### **2.4.5 Give the number of faculty who received awards/recognition at the state, national and international level for excellence in teaching during the last four years. Enuciate how the institutional culture and environment contributed to such performance/ achievement of faculty.**

- As yet no faculty member has received award at the National and international level for excellence except the NCC officer Capt. Dr. R.P. Saharia, Department of Economics, who has received best Senior NCC officer award.
- The College encourages teachers to undertake service activities both within and outside.
- The Principal supports the teachers & sports officer also to participate in academic activities.
- The support among the staff members is appreciable.

#### **2.4.6 How the institution introduced evaluation of teachers by the students and external peers? If 'Yes' How is the evaluation used for improving the quality of the teaching learning process?**

Yes

- Regular student feedback of teachers is taken through a well-structured questionnaire assessing the level of knowledge, communication skills, sincerity, commitment & accessibility by IQAC and it is used to improve teaching-learning process.

- Teachers are assessed by state level quality assurance cell at the time of promotion under CAS.

## ***2.5 Evaluation Process and Reforms***

### **2.5.1 How does the institution ensure that the stakeholders of the institution especially student and faculty are aware of the evaluation process?**

- In annual examination conducted by university, students are aware of their performance by the result.
- The faculty assesses internal test result and communicates to the students, evaluation is discussed in meeting with Principal and staff Teachers are having their evaluation reports given by the students.

### **2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own.**

- After annual result, university has provision of revaluation and recounting for students of the college.
- The evaluation of project work under Environmental Studies, (which is compulsory paper in degree class part one) by the college teachers.
- As per schedule of academic calendar of university, unit tests and sessional tests are conducted every year.
- The institution is trying its level best to improve the library, furniture, equipments and power facility.
- Correspondence is being made with C.G. govt. to fill up the vacant posts and to create new posts.

**2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own.**

- In science subjects B.C.A and Geography as per guide lines given by the University the teacher assesses the student's internal performance in the manner prescribed by the university and external examiner comes for evaluation of final practical exams. In MA in Hindi & Sociology project report is prepared and external examiner comes for evaluation and viva.
- The institution ensures effective implementation of the evaluation reforms through IQAC. Different committees are also monitoring the reforms.

**2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

- Students are given various classroom activities and exercises as review for exams and class discussions.
- Question and answer sessions are conducted at planned level.
- Summative Assessment is implemented entirely by the university in the final stage. Pre-final, internal test helps in identifying the learner's level of preparation for the final exams in the form of written exams, practical exams, viva voce and project work.
- By the increasing number of admissions in the college every year their level is increasing.
- The pass out students of science faculty are getting admission in other colleges on merit basis.
- Faculty and office staff from other colleges are interested to get transfer to this college.
- Stakeholders are happy as two new faculties have been started from 2013-14 i.e. B.Com. & B.C.A., Geography in B.A. and M.A. in two subjects i.e. Sociology & Economics.

- The total look of the inner campus of the college is improved.
- Students of this college are getting job in school education and are successful in the B.Ed. entrance exam.
- Students were motivated to appear in NET and SET. They are appearing in these exam.

**2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the courses/programme? Provide an analysis of the students results/achievements (programme/courses wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

The details are given below as:

**Class enrolled appeared in exam passed**

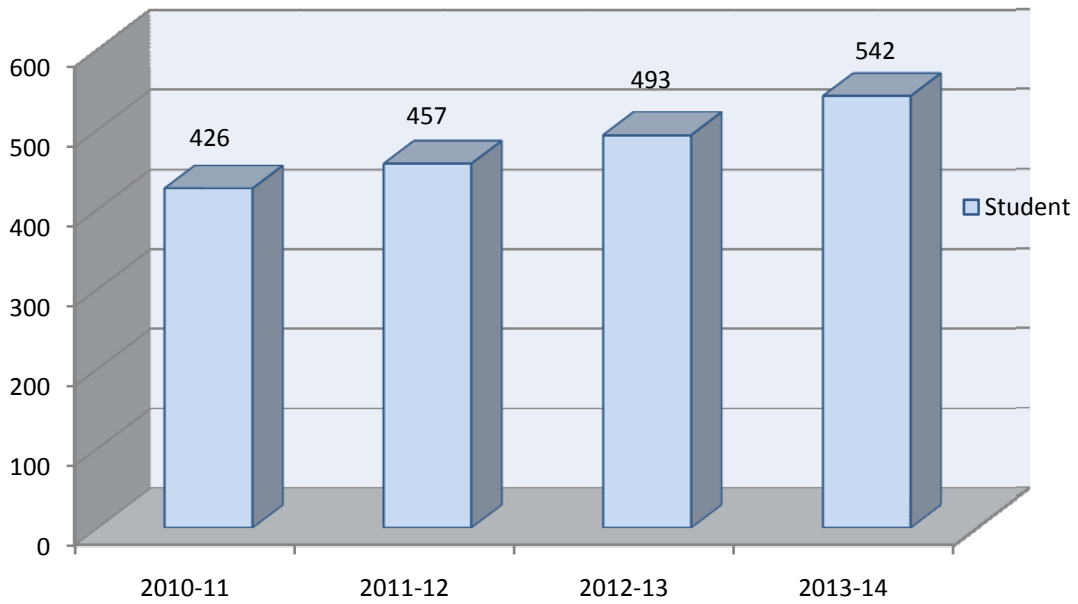
Class	2010-11	2011-12	2012-13	2013-14
<b>B.A.</b>				
Enrolled	426	457	493	542
Appeared	402	426	440	506
Passed	251	266	319	351
<b>B.Sc.</b>				
Enrolled	175	191	204	265
Appeared	166	178	190	256
Passed	84	79	162	153
<b>B.Com</b>				
Enrolled	-	-	-	31
Appeared	-	-	-	29
Passed	-	-	-	26
<b>B.C.A.</b>				
Enrolled	-	-	-	21
Appeared	-	-	-	20
Passed	-	-	-	15



M.A. Hindi				
Enrolled	33	37	36	36
Appeared	32	35	36	36
Passed	26	26	28	33
M.A. History				
Enrolled	22	19	33	27
Appeared	21	18	33	27
Passed	10	18	27	17
M.A. Political Science	28	21	27	28
Enrolled	28	20	26	28
Appeared	22	14	25	27
Passed				
M.A .Economics				
Enrolled	-	-	-	10
Appeared	-	-	-	10
Passed	-	-	-	06
M.A. Sociology				
Enrolled	-	-	-	11
Appeared	-	-	-	11
Passed	-	-	-	02

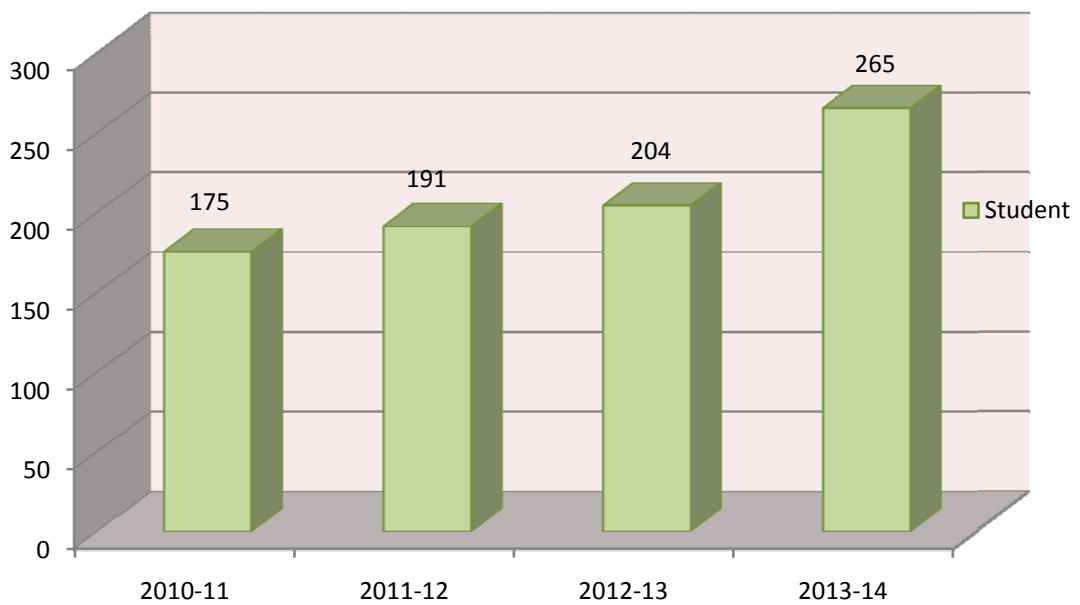
**GRAPH - 01**

**No. of Student Enrolled in Bachelor of Arts (B.A.)**



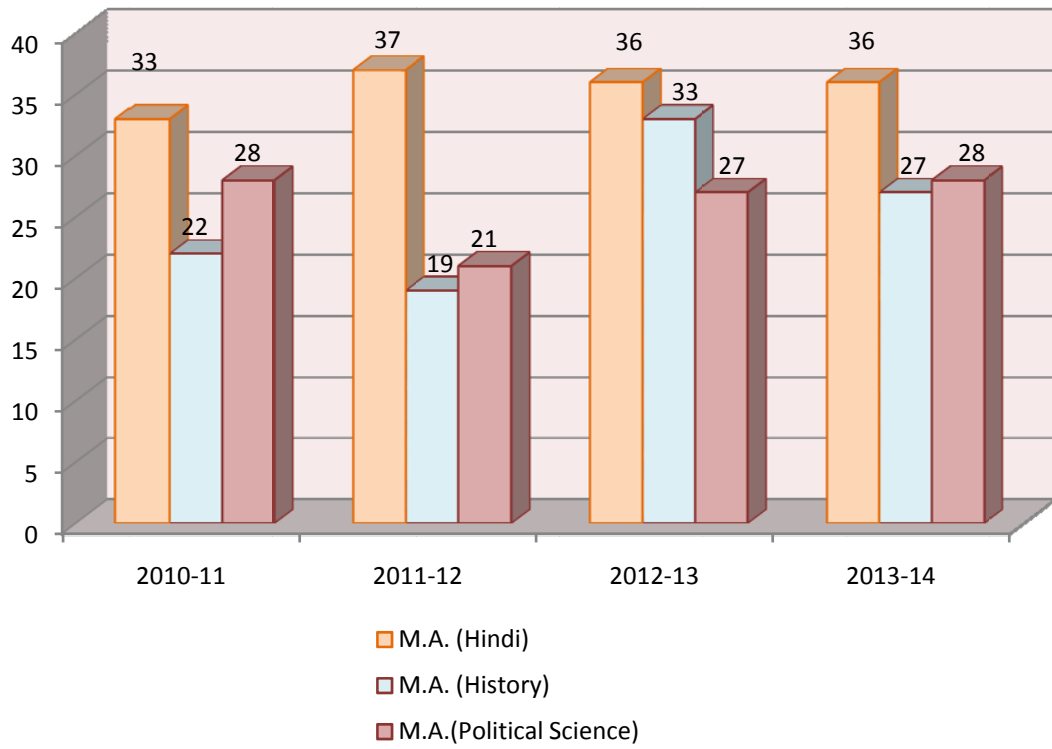
**GRAPH - 02**

**No. of Student Enrolled in Bachelor of Science (B.Sc.)**



**GRAPH - 03**

**No. of Student Enrolled in Master of Arts  
(Hindi, History, & Political Science)**



**2.5.6 Details on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weigh tages assigned for the overall development of students (weigh tage for behavioral aspects, independent learning, communication skill etc.)**

- Scores in internal tests are allotted which indicate their progress.
- Assignments (MA in Hindi and Sociology & project work in Environment) are given well in advance and the timely submission is ensured by the concerned teachers.
- The behavioral traits, independent learning and communication skill of students are reflected in their presentations, viva-voce, and timely submission of assignments.
- Whenever some programs are arranged and on National festival like 15<sup>th</sup> August and 26<sup>th</sup> January Principal and Professors address the students to motivate them to be a good students, to be disciplined and ways to improve their personality and give them opportunity to address the gathering to develop communication skill and confidence.

**2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'Yes' provide details on the process and cite a few examples.**

Yes,

- Scores achieved in the tests, paper presentation are considered as indicators of student performance.
- Student's Practical records indicate their learning.
- Before final practical examination surprise practical tests are conducted for evaluation of their learning and also as a preparation for final practical examination.

### **2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and university levels?**

- There is provision of revaluation for UG/PG students in university examination.
- All grievances regarding internal test are redressed by the respective teachers.

## **2.6 Student Performance and learning outcomes**

### **2.6.1 Does the college have clearly stated learning outcomes? If 'Yes' give details on how the students and staff are made aware of these?**

Yes, The College has clearly stated learning outcomes mentioned in its vision and mission. These are made aware to students and staff through-

- Display of merit list of the students to show the learning outcomes.
- By the analysis of results students and staff are made aware of learning outcomes.

### **2.6.2 are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

- The strategies of teaching, learning and assessment of the institution are through:
  - a. Quality improvement program.
  - b. Faculty improvement program.
  - c. Theory, Projects, Assignments and Practical's for effective learning.

- Students of our college are given liberty to interact with their teachers during and after the college working hours for academic purposes.
- Teacher discusses the goal and aspirations of their students and gives them valuable guidance on achieving them.

**2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

- Through NCC and the NSS activities students get exposure and develop leadership quality.
- Principal and guests deliver lectures for personality development as a tool for job opportunity.
- Awareness programme is organized for job opportunities.
- Students are prepared for competitive exams through test, for which question paper is prepared in 'Vyapam' pattern by the Asst. Professors of the college.
- B.Sc. Final students were guided to prepared research paper in chemistry by the teacher and were taken to attend the national seminar.

**2.6.4 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?**

The institution collects data of students on the basis of the results Marks obtained in the annual examination conducted by the university and also from enrollment ratio for each course in entry level. The college offers academic guidance to those students who fail to get admission. They complete their programs to reappear as private student.

**2.6.5 How does the institution monitor and ensure the achievement of learning outcomes?**

Through various curricular and co-curricular activities organized time to time by the institution ensures the learning out comes .

The results of internal and .university examinations indicates the learning outcomes.

**2.6.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

The vision and mission of the college is the true indicator of our aims & objects. We are trying to provide as far as possible quality education with social and moral values for betterment of students.

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**CRITERION - III**  
**RESEARCH, CONSULTANCY  
AND EXTENSION**



## Criterion III: Research, Consultancy and Extension

### *3.1 Promotion of Research*

**3.1.1 Does the institution have recognized research Centre/s of the affiliating university or any other agency/organization?**

The college does not have a research Centre.

**3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

The institution has no research committee but the Principal and Ph.D. holders encourages the non-Ph.D. faculty member to enroll in such programmes in their field of interest and also to apply for minor/major research projects through UGC funding.

**3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?**

Two of our faculty members Dr.R.P. Saharia and Dr. Rajeev Sharma have completed successfully Minor Research Project funded by UGC. After completion of their projects the college provides full support for preparation of utilization certificate and auditing of research fund. Faculty members are motivated to write and publish research papers and to attend national conferences/seminars and workshops for presenting research papers.

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

- In any programme conducted in college students are encouraged to participate and express their views by presentation. Through these students develops self-confidence and clear concept about any matter.
- The study of Physics, Chemistry, Zoology and Botany enhance the scientific culture.
- Indian Academy of Science Journals i.e. Current Science, Resonance and Mathematical reviews are available in library to develop scientific temperament.

**3.1.5 Give details of the faculty involvement in active research (guiding student research, leading research projects, engaged in individual/collaborative research activity etc.)**

- Dr. Rajeev Sharma Asst. Prof. History completed his MRP. Under XI<sup>th</sup> plan and is research guide in Pt. Sunderlal Sharma Open University, Bilaspur and Dr. C.V. Raman University Kota Dist. Bilaspur C.G. for Ph.D.
- Dr. Rajveer Prasad Saharia Asst. Prof. Economics submitted his MRP. Under XI<sup>th</sup> plan and is research guide in Agra University, Agra (U.P.) and Dr. C.V. Raman University Kota Dist. Bilaspur C.G. for Ph.D.

**3.1.6 Give details of workshops/training programmes /sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

**NIL**

**3.1.7 Provide details of prioritized research areas and the expertise available with the institution.**

- The prioritized research areas and experts involved are as follows:

Research Area	Name of expert
1. Rural Economy	Dr. Rajveer Prasad Saharia
2. Modern History	Dr. Rajeev Sharma
- The above mentioned two faculty members are recognized as Research Guide.

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

- The vice chancellor of Bilaspur University, Bilaspur (C.G.) interacted with teachers and promised to take the advantage of the facilities available in the University.
- The external members of IQAC interacted with teachers and motivated for research.

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

- The permanent faculties in the college are holding Ph.D. degree. Four of the faculty members have not completed their probation period, so they cannot apply for leave.
- The Principal of the college is motivating and cooperating for research activities.

**3.1.10 provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative funding's of research of the institution and elsewhere to students and community (lab to land )**

- The institution moves papers to UGC for funds for MRP. Two of the faculty members received funds and have completed their MRP.
- Two of the students of B.Sc. final were financially supported by the college to attend National Seminar at Korba (C.G.).

### *3.2 Resource Mobilization for Research*

#### **3.2.1 What percentage of the total budget is marked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

The college has no such budget for research work, although we receive some funds from UGC for Laboratory and Library in different plans. With the help of such fund laboratories and library has been well equipped for the students and the teachers involve in research work.

#### **3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

The college does not have any amount as seed money to the faculty for research. An interested teacher depends on UGC for research and financial support.

#### **3.2.3 What are the financial provisions made available to support student research projects by the students?**

This is a Govt. college and has no financial provision for research project of students.

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

The college offers basic degree and Post-Graduate degree programmer to the students.so, there is no provision in the curriculum for research work except some projects/practical of the concerned subjects.

**3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

- The laboratories for B.Sc. students have been furnished with the latest scientific equipment's necessary to carry out experiments at UG level and the equipment is put to optimum use for demonstrating all the experiments prescribed in the syllabus of UG.
- The students are encouraged to do all the experiments on their own under the supervision of the concerned teachers.
- Books and journals are available in the library.

**3.2.6 Has the institution received any special grants or finances from industry or other beneficiary agency for developing research facility? If 'Yes' give details.**

- Yes, UGC grant is received by the institution for the development of research facility.

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.**

Nature of the project	Duration year from to	Title of the project	Name of the funding agency	Total sanctioned grant	Total grant received till date
Minor projects	2007-09	1. "Places of Historical& Archeological importance in Chhattisgarh under. Bilaspur division."	UGC	33000	21,500
	2011-13	2. "Contribution in economical enhancement of schedule Tribe under the scheme 'SJGSY'."	UGC	1,50,000	1,05,000
Major projects	NIL				
Interdisciplinary	NIL				
Industry sponsored	NIL				
Student's research projects	NIL				

### **3.3 Research Facilities**

**3.3.1 What are the research facilities available to the students and research scholars within the campus?**

1. Internet facility is available.
2. Books and journals are available in the library.

**3.3.2 What are the institutional strategies for planning, Upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

In future the college will make proposal for up gradation of research infrastructural facilities and such proposal will be forwarded to the university as well as state government.

**3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'Yes' What are the instruments/facilities created during the last four years.**

The college has received grants from UGC, from that grant equipments and instrument are purchased for science faculty and B.C.A.

**3.3.4 What are the research facilities made available to the students and research scholars outside the campus/other research laboratories?**

In future the science students will be taken to Bilaspur University, Bilaspur for higher lab work.

**3.3.5 Provide details on the library/information resource Centre or any other facilities available especially for the researchers?**

The college library having collection of over 26,000 books on various subjects, daily newspapers, Journals and other materials are also available as research facilities.

**3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college. For ex. Laboratories, Library, Instruments, Computers, new technology etc.**

No collaborative research facilities are established by any research institute in the college.

### *3.4 Research Publication and Awards*

#### **3.4.1 Highlight the major research achievements of the staff and students in terms of**

**\* Patents obtained and filed (process and product)**

- No patents are obtained or filed.

**\* Original research contributing to product improvement.**

- Biological activity of some chemicals is under experiment in department of Chemistry and Botany.

**\* Research studies or surveys benefitting the community or improving the services.**

- The NSS students during their activities survey the village and give the information to the Sarpanch for removal of the problem or for necessary action.
- NSS and Red-Cross society arrange health camp in which many disorders are detected and students and staff can take treatment accordingly. Sickle cell anemia is prevalent in this area.

**\* Research inputs contributing to new initiatives and social development.**

- Proposal for MRP on the topic “Naxlism and it’s impact on Indian Economy with special reference to Dantewada Dist. of Chhattisgarh” has been sent to UGC for approval and acceptance.

#### **3.4.2 Does the institute publish or partner in publication of research Journal(s)? If ‘Yes’ indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

No, the college is not publishing any research journals or partnering in publication of any research journal.



### 3.4.3 Give details of publications by the faculty and students:

\* **Publication per faculty**

\* **Number of papers published by faculty and students in peer reviewed journals (national/international)**

List of the publication of the faculty

Name of the faculty	Subject	Year	No. of publications
Dr.R.P.Saharia	Economics	2013-14	10
Dr.Rajeev Sharma	History	2013-14	01
Dr. (smt) Meena Sharma	Pol.sci.	2013-14	01
DR. (smt.) S.N. Lader	Sociology	2012-13	04

Books Edited:

**Dr. (smt.) Sapna A. Henry** – Edited a booklet titled “Ankur”, collection of 16 articles for parent education.

Books published:

**Dr. (smt.) Sapna A. Henry** – Co-writer of the book titled “Parivarik Paridhan Vyavastha”.

### 3.4.4 Provide details (if any) of

\* **Research awards received by the faculty**

\* **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

\* **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Details of Ph.D. awardees in the college:

1. Dr.(smt) S.N. Lader, Sociology 2014
2. Dr. Basant Anchal, Sport Officer 2014

## *3.5 Consultancy*

### **3.5.1 Give details of the systems and strategies for establishing institute-industry interface?**

The college has career and guidance cell where students contact and advised for their career. Also the faculty members do counseling during the class for future of the students.

### **3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

The career and guidance cell only advice to choose best option to student's for their future life in the field of their interest.

### **3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The college administration makes a regular meeting with the senior teachers and staff to promote career guidance to the students. The staff of the college with experts in this field trains the students in communication skills so that they make them employable. They also arrange counseling class and counsel the students on different career options.

### **3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

Through career and guidance cell of the college guidance is given to the students for shaping their career.

### **3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

This is a Govt. College, all the services provided by the college are purely service oriented in approach and non-income generating.

## ***3.6 Extension Activities and Institutional Social Responsibility (ISR)***

### **3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

- Health checkup camps are organized for students under the joint supervision of NCC, NSS and YRC units with the help of Community health Centre Takhatpur. Blood group, sickle cell and Eyes tests are being conducted.
- Awareness programme during NSS camp and special day programs with slogans drive people for being enlightened about right of voting, ill-effects of tobacco and alcohol, girl child and literacy, cleanliness and family planning etc.
- National voter day is celebrated on 25 January every year.
- Involvement of students in activities like NCC, NSS and YRC makes them more service oriented citizen of the nation.

### **3.6.2 What is the Institutional mechanism to track student's involvement in various social movements/activities which promote citizenship roles?**

The college encourages the students and teachers to participate in the social activities like NSS, NCC and Red Cross services of the college, in campus and in rural areas to create awareness about health sanitation diseases, food and nutrition etc.

### **3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

An inventory has been prepared to take the feedback from stakeholder perception on the overall performance and quality of the institution.

### **3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.**

Planning is made for the social activities through NCC, NSS and Youth Red Cross units under the guidance of the Principal in the outset of the academic session. The volunteers of NSS and NCC take out rallies and spread awareness about social problems.

The NSS organizes special camps in different rural areas continuously every year to undertake different activities pertaining to:

- Creating awareness programme for improvement of status of women.
- Health and family welfare programme.
- Clean and Green programme in campus.
- Save the girl child.
- Education and recreation.

Budgetary detail of NSS programme

### **3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?**

In the beginning of academic session the teachers and the In-charge officer of NCC and NSS units appraise the newly admitted students about the benefits of all such social service units and its future scope. The enrollment criterion is displayed in the college notice boards. Students

are motivated to get enrolled in these voluntary organizations and participate in regular social activities.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

- The social auditing of NREGA in different area of Takhatpur block has been conducted by the members of NCC unit. The NSS and NCC volunteers are always ready to serve the people who are in distress.
- Baseline survey of ECI has been completed by three faculty members.
- Tree plantation programme for the Clean and Green Environment has done every year.
- Awareness programs on Health, Education and Social problems.
- One student of the college had been appointed as a campus Ambassador by the District administration to aware the people to cast their votes in general election, such steps are creating awareness among the general masses to know the importance of their votes.

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement student's academic learning experience and specify the values and skills inculcated.**

Extension activities undertaken by the college aims at making the students imbibe values and skills besides academic learning. Overall development is a part of education for making the students good citizens with this motive college makes all possible efforts to provide knowledge and quality based education to the students by introducing moral values.

The extension activities by the NSS, NCC & YRC students are a step towards awareness and action for the community development. The students during the camp by working with other individuals learn to negotiate, communicate, manage conflict and lead others along with values like sharing, honesty, respecting others.

**3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The college makes plan for social activities with the consultation of NGO as well as social activists with their valuable co-operation. The college starts its social activities like special camp of NSS/YRC unit .The college community participation helps us to spread our social extension activities. The NSS special seven days camp in proper functioning way is encouraged by rural people, supports and gets benefitted with it.

**3.6.9 Give details on the constructive relationships forged ( if any ) with other institutions of the locality for working on various outreach and extension activities.**

For arranging health camps and health awareness the college has constructive relationships with Govt. Community Health Centre Takhatpur.

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

NIL

# EXTENSION ACTIVITIES



## *3.7 Collaboration*

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives-Collaborative research, staff exchange, sharing facilities and equipment, research scholarship?**

This college is collaborated with Bilaspur University, Bilaspur (C.G.) for laboratory assistance.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institution of national importance/other universities /industries /Corpora. The (corporates entities) etc. and how they have contributed to the development of the institution.**

The college is having harmonious relation with Govt. Bilasa Girl's P.G. college Bilaspur (C.G.) (Accredited 'A' by NAAC). The college is kind enough to give guidance for various activities. The college also sent the in charge of NAAC for the guidance on request.

**3.7.3 Give details (if any ) on the industry-institution-community interactions that have contributed to the establishment/creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/library/new technology/placement services etc.**

UGC has been supporting the college for infrastructural improvement and also the different committees are involved for the up-gradation of academic atmosphere and infrastructural extension.



**3.7.4 High lighting the names of eminent scientists/participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

**NIL**

**3.7.5 How many of the linkages/collaborations have actually resulted in formal Mo Us and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.**

The college is collaborated with Community Health Center, Takhatpur (C.G.) through health camps which are organized in the college and all the students and staff are benefitted.

**3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages /collaborations.**

- Collaboration with Girls College and Govt. Community Health Center helps in implementing the programs.

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# COLLABORATION



## PROMINENT PERSONALITIES VISITED THE COLLEGE



**CRITERION - IV**  
**INFRASTRUCTURE AND  
LEARNING RESOURCES**

## Criterion IV: Infrastructure and learning Resources

### 4.1 Physical Facilities

#### 4.1.1 What is the policy of the institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The policy of the institution is to develop infrastructure facilities for effective teaching and learning has two components:-

- (I) **Physical Infrastructure:** The existing physical infrastructure facilities have been expanded-( New classrooms, Sport facilities Centre and Girls Hostel building are under construction, Computer lab ) to meet the growing needs of the college, to capacitate and increase in strength of students.
- (II) **ICT Infrastructure:** Under ICT infrastructure facilities –New computer lab has been established and modern teaching facilities-Laptop with multimedia projector ,smart board , LCD are provided to some faculty/department. Currently in the college has no internet connection, although the college has deposited amount to BSNL office for connectivity under MNEICT scheme of MHRD.

Besides the mentioned-New courses have been started and IQAC inputs, Departmental needs report and feedback information are reviewed by the Principal with staff to decide on infrastructure requirement keeping in mind for future plan.

#### 4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities –classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

**b) Extra-curricular activities- sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

The college has following facilities for imparting better education to the students:

- 08 spacious class rooms.
- 04 well equipped laboratories.
- A spacious library.
- Over 26000 books in general Library.
- Girl's Hostel is under construction in the campus funded by UGC.
- One NSS unit with 100 volunteers.
- One NCC unit for boys with 54 cadets.
- One Sport facilities center by UGC grant is under construction.
- Large and sufficient playground.
- Cycle and motor cycle (Two & four Wheeler) stand for students and staff by govt. fund.
- For the construction of four class rooms and approach road funds have been sanctioned from the State Govt.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years ( Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansion if any)**

The college has been developing the infrastructure over the past few years to be in line with its academic growth. With this purpose grants from UGC, State Government as well as internal sources are being optimally utilized.

S.No.	Infrastructure	2010-11	2011-12	2012-13	2013-14
1	Building	-	-	61,00,000	-
2	Furniture	3,00,000	46,863	2,42,309	-
3	Equipment	13,27,338	2,08,000	-	-
4	Books	3,23,168	-	50,000	-
5	Computers	2,35,000	2,42,353	4,05,284	-
6	Inverter	-	4,30,583	-	-
7	Audio-Visual Equipments	-	1,96,759	-	-
	<b>Total</b>	<b>21,85,506</b>	<b>11,24,558</b>	<b>67,97,593</b>	

The college campus is utilized for NCC, NSS and Sport activities.

#### **4.1.4 How does the institution ensure that the infrastructure facilities meet the requirement of students with physical disabilities?**

The college takes special care for Physical Disabled student by providing to reach with their tri-cycle to the classroom. The college also provides a scribe to write in the examination in case of such students as per university instructions, if necessary.

#### **4.1.5 Give details on the residential facility and various provisions available within them:**

- **Hostel Facility – Accommodation available**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel.**
- **Facilities for medical emergencies.**
- **Library facility in the hostels.**
- **Internet and Wi-Fi facility.**
- **Recreational facility-common room with audio-visual equipments**
- **Available residential facility for the staff and occupancy Constant supply of safe drinking water.**

- **Security**

- One girl's hostel building with UGC fund is under construction.
- The college has common arrangement of drinking water facility for students and faculty members.
- There is no residential facility for teaching staff as yet, proposal is sent to govt.

#### **4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

Red Cross unit, NCC, NSS and each laboratory has its own first-aid-box for immediate medical help in minor accident, if any. The college also organizes health checkup camps for the students' with help of CHC Takhatpur. Planning to arrange a doctor for regular visit in the campus

#### **4.1.7 Give details of the Common Facilities available on the campus – space for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre recreational spaces for staff and students, safe drinking water facility, auditorium, etc.**

Some of the common facilities available at the college are mentioned below:

1. IQAC Office-----**History Department.**
2. Grievance Redressal Cell-----**Principal Chamber.**
3. Student Union office-----**Hindi Dept.**
4. NCC and NSS Office-----**Room No. 3**
5. Sport facilities with indoor game - **Room No. 17**



## *4.2 Library as a Learning Resource*

### **4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

Yes, there is a Library committee consisting of the Principal as Chairman and three senior teachers as the committee members including Professor In-charge library. The committee meets and discusses ways and means to develop the facilities of the library with the grants received by UGC and state government. The suggestion of the committee is executed by the college to make it a better library and to provide facilities to the students as well as faculty members.

### **4.2.2 Provide details of the following:**

- Total area of the library (in Sq.Mts.)
- 164.5 Sq. Mts.
- Total seating capacity.
- 25
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
- The working hours given by the govt. is from 10:30 am to 5:30 pm  
Only Sunday is a holiday.
- Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)
- The library is having a sufficiently big hall and a room attached with it.

**4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

The Principal ask the entire department to submit the book list as per their requirements. The library committees verify it and place before the purchasing committee. After approval of the purchase committee supply order is made to the concerned firm. After verification of the concerned depts. of the supplied books the librarian/ In charge in library is directed to enlist all the books in the library accession register, after that the payment is made to the suppliers.

Details are given in the table:

Library holdings	Year 2010-11		Year 2011-12		Year 2012-13		Year 2013-14	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	500	120000	1189	281793	637	227994	758	178461
Reference Books	300	90000	750	200000	196	50000	106	3800
Journals / Periodicals	36	1260	36	1260	36	1260	36	1260
e-resources	NIL	-	-	-	-	-	-	-
Any other (specify)	NIL	-	-	-	-	-		

**4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

- **OPAC Not Available**
- **Electronic Resource Management package for e-journals. N.A.**
- **Federated searching tools to search articles in multiple databases. N.A.**

- **Library Website. No**
- **In-house/remote access to e-publications. N.A.**
- **Library automation N.A.**
- **Total number of computers for public access. 01**
- **Total number of printers for public access. 01**
- **Internet band width/speed O 2mbps O 10mbps O 1gb (GB) N.A.**
- **Institutional Repository. NIL**
- **Content management system for e-learning. NIL**
- **Participation in Resource sharing networks/consortia (like Inlibnet) NIL**

#### **4.2.5 Provide details on the following items:**

- **Average number of walk-ins. 10**
- **Average number of books issued/returned. 100**
- **Ratio of library books to students enrolled: 02**
- **Average number of login to opac (OPAC: NIL**
- **Average number of login to e-resources. NIL**
- **Average number of e-resources downloaded/printed. NIL**
- **Number of information literacy trainings organized. 01**
- **Details of “weeding out” of books and other materials. 2000**

#### **4.2.6 Give details of the specialized services provided by the library.**

- **Manuscripts NIL**
- **Reference Yes**
- **Reprography Yes**
- **ILL (Inter Library Loan Service) Yes**
- **Information deployment and notification (Information Deployment and Notification) Yes**
- **Download NIL**
- **Printing Yes**
- **Reading list /Bibliography compilation - NIL**
- **In-house /remote access to e-resources No**

- User Orientation and awareness **No**
- Assistance in searching Databases **No**
- INFLIBNET/ IUC facilities. **Not Available**

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

Since 1997, post of Librarian is vacant and the Professor of Sociology Dr. (Smt.) S. N. Lader is working as In-charge of library with assistant book lifter and others. The library staff is always ready to serve the students and the teachers in an efficient manner. With the limited staff we manage the entire works of the library smoothly. The library allows borrowing books to the students as well as faculty members. During examination the college gives facility to students to use desirable books after depositing amount of books price. After deposit of book, amount is returned.

**4.2.8 What are the special facilities offered by the library to the visually /physically challenged persons? Give details.**

**NIL**

**4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)**

Currently the library has no feedback system from its users. Any complaint/ suggestion from the student, Principal with library in –charge and library committee meets to discuss their problems and tries to solve. Apart from it the member of the teaching and non-teaching staff of the college gives their appropriate suggestion. The college will implement “feedback Box “for library.

### 4.3 IT Infrastructure

#### 4.3.3 Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with configuration (provided actual number with exact configuration of each available system)
- Computer-student ratio
- Stand-alone facility
- LAN facility
- Licensed software
- Number of nodes / computers with Internet facility.
- Any other

The details of computing facilities are as bellows:

Sr.No.	Item	Configuration	Quantity
1	Desktop Computer	Company-Wipro Chipset-Intel Processor- Dual core HDD-256GB Monitor-18.5” Ram-2 GB Keyboard-Wipro	05
2	Desktop Computer	Dell/Acer/etc.	14
3	Laptop	HCL	02
	Licensed Software	Window 7 ( Basic) MS office2010	01 01
4	All in One		01
5	Smart Board		02
6	LCD Projector		03

#### 4.3.4 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

The staff and the students of college regularly uses the computers provided in the department. The internet facility through NMEICT is pending in BSNL office. Currently a small device “dongal” has been used by the college for necessary view/ Downloading work in Net. Sometimes we use private browsing center, if necessary.

**4.3.5 What are the institution plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

Recently the university has written a letter to every college to facilitate its campus with Internet. The college has received grant from UGC for 2013-14 and this will be utilized for Library and office software installation to upgrade it. E-library resources will be provided to students as soon as possible.

**4.3.6 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years )**

The details of the amount spent on the purchase and maintenance of computers and allied equipment during the last four years are as follows:

<b>Year</b>	<b>Amount</b>
2010-11	282000
2011-12	NIL
2012-13	175000
2013-14	NIL

**4.3.7 How does the institution facilities extensive use of ICT resources including development and use of computer-aided teaching / learning materials by its staff and students?**

- Students and teachers who are not conversant in ICT are provided training in the use of computer and smart board by the concerned teacher of the college.
- Teachers are encouraged to use modern technique of teaching learning to create interest in students.
- The use of Laptops by teachers for purpose of demonstration and presentation through multi-media projector with educational CD's in the classroom is also promoted.

**4.3.8 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/ learning spaces etc.) by the institution place the student at the center of teaching-learning process and render the role of a facilitator for the teacher.**

Two departments of under graduate level i.e. Physics & Zoology are provided with smart classroom with interactive board and some departments are facilitating Laptop with multimedia projector. The college encourages the staff to undergo training for modern technique of teaching, keeping in view the students requirement as well as knowledge developments.

**4.3.9 Does the institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

The college does not avail the connectivity through NKN.

## 4.4 Maintenance of Campus Facility

### 4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The college ensures that enough funds allocated by UGC/ State government and then utilized by the maintenance and in infrastructure development. The details during the last four years are as under:

S.No.	Infrastructure	2010-11	2011-12	2012-13	2013-14
1	Building	-	-	-	-
2	Furniture	-	5000/-	4000/-	-
3	Equipment	-	-	-	-
4	Books	-	-	-	-
5	Computers	-	-	-	-
6	Inverter	-	-	-	5000/-
7	Audio-Visual Equipment	-	-	-	-
	<b>Total</b>	-	<b>5000/-</b>	<b>4000/-</b>	<b>5000/-</b>

### 4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

Through 'planning and development committee' consisting teacher and staff headed by Principal is planned for the maintenance and improvement of the campus. The construction of new building/ classrooms and maintenance of existing building, proposal is made by PWD with estimated cost for onward submission to the UGC or the state government. After getting the funds the college as per rule utilizes the funds for maintenance of the infrastructure of the college.



**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?**

- The laboratory equipment's are maintained through college development fund and contingency allotment received from the government.
- Day to day maintenance is carried out by the staff appointed for cleaning of building.
- Maintenance and wall repair i.e. Wall washing, furniture, electricity is taken care by the college in a systematic manner.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

- The college has its own underground water system (Bore) by which there is a constant supply of water. Also, there is a connection of TAP from local authority- Nagar Panchayat Takhatpur.
- The laboratory staff of the science department remains vigilant regarding maintenance of the scientific instruments and chemicals.
- Sensitive equipment's like electricity, inverter, water purifier are maintained by skilled person locally or authorized by firm.

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# **INFRASTRUCTURE & LEARNING RESOURCES**



**CRITERION - V**  
**STUDENT SUPPORT AND  
PROGRESSION**

## **CRITERION V: STUDENT SUPPORT AND PROGRESSION**

### *5.1 student mentoring and support*

**5.1.1 Does the institution publish its updated prospectus / handbook annually? If 'Yes' what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

Yes, at the beginning of the academic session the college publishes its "Admission & Information Brochure"/ prospectus containing detail information:

- Brief Profile of the college
- Vision, Mission and Objectives of the college through Principal's message.
- The list of faculty members and staff.
- List of courses/ subjects offered in the college.
- List of various committees.
- Code of conduct for students.
- Rules and regulation of admission supplied by government.
- Instruction of Supreme Court / UGC for ragging.
- Admission form, Enrollment form and other information.
- Details of Library, NSS, NCC and Youth Red Cross unit.

**5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

- The welfare department of the state government provides scholarship to the SC/ST/OBC and physically disabled students.
- In the year 2011-12 through UGC grant for students belonging to general category with low income were given scholarship.
- Scholarship for minorities is given by the govt. in the session 2013-14.

- There is free education for girl's student so the college does not charge tuitions fee from them.

### 5.1.3 What percentage of students receives financial assistance from state government, central governments and other national agencies?

Percentage of students got financial assistance from state government and others in the academic session 2013-14 as below:-

Category	Admitted	Scholarship Awarded	Percentage
SC	274	Awaited	-
ST	71	--"--	-
OBC	375	--"--	-
Minority	08	08	100%
<b>Total</b>	<b>728</b>		

### 5.1.4 What are the specific support services / facilities available for?

✓ Students from SC/ ST, OBC and economically weaker sections

✓ Students with physical disabilities

✓ Overseas students

✓ Students to participate in various competitions/ National and International

✓ Medical assistance to students: health Centre, health insurance etc.

✓ Organizing coaching classes for competitive exams

✓ Skill development (spoken English, computer literacy, etc.,)

✓ Support for "slow learners"

✓ Exposures of students to other institution of higher learning / corporate /business house etc.

✓ Publication of student magazines

- Students belonging to SC, ST& OBC are getting scholarship from the welfare department of the state government. Maximum students (about 90%) of the college come from these categories.

In 2011-12 other students were provided UGC scholarship as financial assistance.

- At the time of admission 3% seats are reserved for physically disabled students as per rule of the state government and such students get a scribe to write in the examination if he/she is visually challenged student.
- As on date the college has no overseas student.
- To participate in the inter-college/ University / regional level competitions by the students, they are allowed and for which they are paid TA and DA from the college.
- First-Aid-Box for primary help. Health camps arranged, planning for regular doctor's visit.
- Informal coaching is provided for competitions, two exams were conducted at college level.
- Computer literacy programs are organized for faculty members and students to promote new knowledge from time to time. Cutting, tailoring and knitting classes for girls are conducted.
- Teacher always helps to slow learner to give extra-time/ tutorial.
- Students are taken to other colleges to participate in various events.
- The college is planning to publish magazine as done in past in which students display their writing and creative skills.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**

- Whenever some function is organized the Principal and the teachers of the college give the direction to develop those qualities which help in solving day to day problems and to develop adjustment capacity to develop an organized personality so that they can face any difficulty and are courageous and innovative.

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities**

such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- \* Additional academic support, flexibility in examinations
- \* Special dietary requirements, sports uniform and materials
- \* Any other

- The college encourages students for participating in various extra-curricular activities by ensuring consistent encouragement and motivation. The necessary facilities are provided and adequate funds are allotted. Sports and Cultural committee dedicatedly supervise the extracurricular activities. They arrange sports events with sports officer as well as debate, speech, quiz, songs, dance competitions and rangoli, aarti ki thali sajao, mehndi, nariyal sajao and hair style competition to exhibit their creativity. The winners are given prize and certificate.
- Additional academic support is given by the state govt. in the form of scholarship, books and stationery.
- The examination policy is decided by the University, students fail in one subject are given supplementary as result they can appear twice in supplementary exam.
- When the students participate in dist. or other level they are given sports uniform from the sports fund of the college.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE /CAT/ GRE /TOFEL/ GMAT /CENTRAL/ STATE services, defense, Civil Services, etc.**

- The Principal and the faculty members give tips to the students to prepare for different competitive exams. The college has prepared two questionnaire in Vyapam style for the preparation of such exams for final year students. Time to time leaflets of important information related to these exams are displayed on the bulletin board.

**5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)**

- Counseling on personality development, career development, Job opportunities is done by career guidance cell.
- Counseling on academic and personal matters is provided by the Principal and teachers.
- Women counseling cell headed by a lady teaching faculty counsels the girl students on all aspects related to women.

**5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'Yes' , detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers ( list the employers and the programmes ).**

- The college has guidance and counseling cell All types of guidance is given by the cell. The college is having B.A., B.Sc. B.C.A and B.Com. in UG level and PG in five arts subjects. There is no professional degree course by which placement can be arranged.

**5.1.10 Does the institution have a student grievance redressal cell? If 'Yes', list (if any) the grievances reported and redressed during the last four years.**

The college has student's grievance redressal cell under the Chairmanship of Principal and senior teachers of the college. During admission, student's union election, annual gathering etc. some problems is seen. Generally nature of complaints of the students are not serious in nature. Whatever, their grievances, it is being reviewed and immediately their genuine problems are redressed. Most of their problems are solved at the teacher's level.



**5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?**

Anti –sexual harassment cell is constituted in the college to resolve issues pertaining to sexual harassment. Due to co-education College a large number of girl students are enrolled in different subjects in our institution. Boys and Girls respect each other. Till date there is no complaint of women harassment. Boys and Girls are having healthy and mature relationship.

**5.1.12 Is there an anti-ragging committee/ how many instances (if any) have been reported during the last four years and what action has been taken on these?**

The college has constituted an Anti-Ragging committee. The members remain always vigilant on the senior students' activities and their behavior with the fresher. Till date there is no incident of ragging of any kind.

**5.1.13 Enumerate the welfare schemes made available to students by the institution.**

This is a govt. college, the govt. is providing scholarship to SC, ST, OBC and Minority students. SC, ST students are given stationary by the govt. The Girls students are exempted from tuition fee.

**5.1.14 Does the institution have a registered Alumni Association? If 'Yes' what are its activities and major contributions for institutional, academic and infrastructure development?**

The Alumni of this college are visiting the college often. Whenever they have any achievement they come and meet the Principal and the faculty members. They come to take guidance for further education, selection of jobs or preparation for competitive exam. They are invited at the time of annual function of the college.

## *5.2 Student progression*

### **5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.**

Student progression	%
UG to PG	20%
PG to M.Phil.	01%
PG to Ph.D.	Nil
Employed	
• Campus selection	No facility
• Other than campus recruitment	10%

### **5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise /batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the colleges of the affiliating university within the city /district.**

Class	2010-11	2011-12	2012-13	2013-14
B.A.				
Enrolled	426	457	493	542
Appeared	402	426	440	506
Passed	251	266	319	351
B.Sc.				
Enrolled	175	191	204	265
Appeared	166	178	190	256
Passed	84	79	162	153
B.Com				
Enrolled	-	-	-	31
Appeared	-	-	-	29
Passed	-	-	-	26
B.C.A.				
Enrolled	-	-	-	21
Appeared	-	-	-	20
Passed	-	-	-	15
M.A. Hindi				

Enrolled	33	37	36	36
Appeared	32	35	36	36
Passed	26	26	28	33
M.A. History				
Enrolled	22	19	33	27
Appeared	21	18	33	27
Passed	10	18	27	17
M.A. Political Science				
Enrolled	28	21	27	28
Appeared	28	20	26	28
Passed	22	14	25	27
M.A .Economics				
Enrolled	-	-	-	10
Appeared	-	-	-	10
Passed	-	-	-	06
M.A. Sociology				
Enrolled	-	-	-	11
Appeared	-	-	-	11
Passed	-	-	-	02

### 5.2.3 How does the institution facilitate student progression to higher level of education and / or towards employment?

The institution facilitates students' progression to higher level of education or towards employment through the proper guidance and to encourage students to train in self to own interested fields so that the students get the job as well as discover the change of higher education. Through guest lectures on personality development students get enhanced by enabling them participate in such programme. Apart from the preparation for better results in the examinations, students are taught to develop the knowledge and skills for the requirement of employment market.

#### **5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

The majority of our students come from rural backward areas belonging to SC/ ST/ OBC whose parents are either small and marginal farmers or landless agricultural/ other labourers. The faculty member encourages them as a good counselor to give them self-confidence and also necessary help. The failure students are given advice to complete their course as private students. The drop-out case is very low. However, some of the students drop out in the mid of session due to some family problems or migration from the place and settle in other places.

### ***5.3 Student participation and Activities***

#### **5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.**

The college has equipment's for the following sports and games.

- Badminton
- Table tennis
- Carom
- Cricket
- Handball
- Basketball
- Volleyball
- Athletics
- Chess
- 16 station Gym

The college has total land 11.04 acre out of which built up area of building is 3271.2 sq. so the college has big land for large playground. Indoor Sports training facility in the campus is under construction from

UGC fund. The college also arranges state / sector level competition in the campus.

### **5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State /Zonal / National/ International, etc. for the previous four years.**

The college teams are regularly participating in different extra-curricular sports and cultural activities:

- Student 'Abhilash Tekwani' of B.Sc. participated inter-university Chess competition organized at Rewa University.
- Two students of the college participated in Quiz competition at district level.
- Annual cultural programs are organized every year. The objective of these programmes is to provide an opportunity to the students to exhibit their skills and talent in field of culture, literacy, fine arts and other activities on a common platform and to promote integration and communal harmony among youth belonging to different communities.

### **5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

- The Principal during classes meets the students of different faculty and gets their feedback about the classes as well as other problems if any. Similarly the Principal meets the parents and the members of 'Janbhagidari Sammittee' and get their feedback about the performance of the college. The faculty member also gets some feedback about the functioning of the college. The inputs obtained from the students (written/ Oral) are further used to improve the overall performance and quality of the institution and also reviewed in IQAC.

**5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

- The student are encouraged to write quotations as 'thought of the day' on the writing board of the class and other board of the college.
- They are encouraged to make wall magazines.
- The college is planning to publish magazine on account of Golden Jubilee of the college, for which students are encouraged to give their articles, poems, collection of quotations etc.

**5.3.5 Does the college have a student council or any similar body? Give details on its selection, constitution, activities and funding.**

- Student's union election is conducted as per government instructions. In the last four academic session's student's union elections have not been held because of non-announcement of its date by the government.
- Students are the member of A.F. committee and Youth Red-Cross Society.

**5.3.6 Give details of various academic and administrative bodies that have student representatives on them.**

- In post graduate courses the department will form council for academic purpose.
- Students are the member of A.F. committee and Youth Red-Cross Society.
- Their valuable suggestions are given due place in organizing the events.

### **5.3.7 How does the institution network and collaborate with the alumni and former faculty of the Institution.**

The Alumni of this college are visiting the college often. Whenever they have any achievement they come and meet the Principal and the faculty members. They come to take guidance for further education, selection of jobs or preparation for competitive exam. They are invited at the time of annual function of the college.

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# CULTURAL ACTIVITIES





# CREATIVE EXPRESSION



# N.C.C.



# N.S.S. & RED CROSS ACTIVITIES



# SPORTS ACTIVITIES



**CRITERION - VI**  
**GOVERNANCE, LEADERSHIP  
AND MANAGEMENT**

## CRITERION VI; GOVERNANCE, LEADERSHIP AND MANAGEMENT

### *6.1 Institutional Vision and Leadership*

**6.1.1 State the vision and mission of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

The college has following vision and mission:

#### VISION

##### **'VIDYA, VINAY, VIVEK'**

The college aims to impart quality education and apart from academic education to develop their personality so that they become mentally mature, constructive, disciplined individual of society with high value of national integrity, social commitment and secularism. We wish that the students of this college should be knowledgeable, polite, conscientious, physically and mentally healthy, practically, efficient self-motivated morally strong, well-adjusted and well integrated so that they can perform their role in best way and are acceptable members of society.

#### MISSION

Our mission is to impart quality education to make the students self-sufficient, self-reliant, and well equipped to cope with the present and future demands and become useful citizens of the society and uplift the nation by uplifting the youth.

The college has determined to find its vision and mission overall development of students by imparting proper guidance and motivation and facing new challenges by creating their skills.

### **6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The colleges supreme authority 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 the Department of Higher Education to look into proper functioning of the college. The college has an IQAC which is constituted by Principal, senior teachers of the college and two reputed academicians from outside. Different committees are formed by the Principal of the college for smooth functioning of the college.

### **6.1.3 What is the involvement of the leadership in ensuring?**

- **The policy statements and action plans for fulfillment of the stated mission**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**

\* The Principal encourages the participation of the staff and student in the process of decision- making in institutional functioning.

\* The Principal constitutes different committees, where teaching and non-teaching staff play an important role in planning and implementation of activities.

- \* Information available in student feedback form, personal interaction of Principal with students, parents and self-appraisal (CR) forms of teachers help the college administration in designing appropriate policies.
- \* The college 'Janbhagidari sammittee' also plays an important role in the development of the institution.

#### **6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

The Principal involves all faculty members from teaching-learning process to cultural activities in decision making by appointing them conveners of various committee. The staff counsel takes important decisions for the issues related to admission and other needs of the college. Sometimes on critical issue special committee is constituted for specific purpose. Official notice is circulated and all the officials with dedication complete the task within the given time frame and submit their report to the Principal for further action.

The Principal conducts meeting with the various committees to discuss various issues. The IQAC is responsible for ensuring quality in all academic activities for all round development of the college.

#### **6.1.5 Give details of the academic leadership provided to the faculty by the top management?**

- Teacher's are encouraged by the Principal to participate in seminars, conferences, workshops, refresher and orientation courses organized by various universities to update their knowledge and skill base in their individual capacity also.
- Flexibility is given to staff in the day to day functioning i.e. choice of pedagogy, setting of internal question papers, evaluation criteria and use of study materials etc.



- Any proposals for the academic development of the college and for the benefit of the students, Principal after appropriate verification immediately forwards to the concerned authority like UGC or the state government for final approval.

#### **6.1.6 How does the college groom leadership at various levels?**

The Principal as head of the college is always encouraging and supporting and her involvement is there in every activity with effectiveness and efficiency. The staff is involved in various activities related to the development of college in her guidance. The staff members are involved by way of constitution of various committees such as Building committee, Library advisory committee, UGC cell, Discipline committee, Examination works etc. The committee and its members for best working are appreciated by the Principal. In activities like NSS, NCC, the students are involved in organizing functions and develop the quality of leadership.

#### **6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

- To run the college properly and smoothly the Principal has constituted various committees and the senior teachers are convener of the respective committees. The teacher's and the staff have been involved in the process of decision making and its implementation. The committee has operational autonomy and does their work under the rule and regulation of the government.
- Extra-curricular student support activities like NSS, NCC, Youth Red Cross, student union activities and co-curricular activities like sports etc. operational autonomy has been given to In-charge of such activities as per requirement.

**6.1.8 Does the college promote a culture of participative management? If 'Yes' indicate the levels of participative management.**

Yes, the college promotes a culture of participative management in which faculty members, staff and students at all levels are encouraged to contribute their ideas and views on institutional objectives, goals and other decisions that may directly affect them. The college has a staff council in the chairmanship of Principal, senior teacher as Secretary and others as members. The council meets and discusses issues pertaining to the effective management of academic as well as administrative matters.

## **6.2 Strategy Development and development**

**6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Yes, the college has a formally quality policy which is mentioned in its mission and objectives. The college reviews the performances of the students and teachers for achieving the mission and objectives of the institution in the beginning of the academic session in meeting of staff council and if it finds any discrepancy, it is rectified for smooth development of the institution. To achieve the desired results in the academics teachers are encouraged to participate in seminars, conferences, workshops and refresher and orientation courses, to publish their papers in journals and update their knowledge and skill. The college IQAC also gives advice for the development of the institution.

**6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

The development of the college in all spheres is a continuous process. So, with this motive the college makes future plan for upgrading all the science laboratories, construction of new rooms and sport facility, provision for modern facility in the classroom and enrich the library with modern facility. To gain our goal recently in the academic session 2013-14, the college has started two new faculties and two PG courses and Geography in B.A. The college has sent a proposal to take the building of the college in PWD book to higher authority for better maintenance of the college. The college has received fund from UGC under XII<sup>th</sup> plan which will be utilized as per UGC instructions.

The Principal of the college personally met the Collector for the construction of wall in the verandah, the construction will be starting very soon.

**6.2.3 Describe the internal organizational structure and decision making processes.**

The Principal is the head of the college and plays a vital role in the administration of the institution. She / He is responsible for executing all the policy decision made by the state government. In the matter of examination, university rules are followed. UGC grant is utilized under the rule & regulation of UGC as given instructions from time to time. In the beginning of academic session the Principal constitutes various committees which work on behalf of the Principal. The Principal also takes the help of the staff council on various critical issues for smooth functioning of the college.

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following**

- **Teaching & Learning**
- **Research & Development**

- **Community engagement**
- **Human resource management**
- **Industry interaction**

**Teaching & Learning:** The College gives greatest importance to teaching-learning process and its improvement. The rules and regulations set by the government are strictly followed for student's admission. For proper understanding of the subjects lectures with Chalk-talk method of teaching, field studies, presentation by students, debates, tutorials etc. are adopted. The teacher's are given full permission to enrich their knowledge through seminars, refresher and orientation courses, workshops etc. Besides these, we have registered with A-VIEW so the teacher and students will gain E-learning resources in coming days.

**Research & Development:** Although our college is not a research center, it imparts education of plain degree in UG and PG level in various subjects only. The Principal as a head of the college always encourages the teacher to gain Ph.D., to publish research papers and upgrade their academic knowledge through new resources like e-books & internet use.

**Community Engagement:** The College engages the students through NSS, NCC and Youth Red cross for social service by organizing camp in different rural areas. Our students are educated for environmental awareness, evils of drinking habits, women empowerment, health-hygiene awareness etc for which leaflets are also prepared.

**6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

The Principal is continuously in contact with the students of each department and gets the feedback from them orally/ written about the working of the department as well as college. She/ He also interacts with

the senior student, parents and public representatives of JBS of college and get information about the performance of various faculty, if any problems she/he tries to solve the problems with the help of senior teachers.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

The college functions smoothly with internal co-ordination and the team work. To achieve the goal the Principal at the beginning of academic session constitutes various committees. The Principal selects the dedicated, devoted and sincere teacher as the convener /members of the committee.

The following are the committees:

1. Admission committee
2. Building committee
3. Discipline committee
4. Anti-ragging committee
5. Gender issue committee
6. Cultural committee
7. Grievance redressal cell
8. Purchase committee
9. Library committee
10. Sport committee

And others.

**6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

During 11<sup>th</sup> plan of UGC proposal for Sport facility Centre and Girl's Hostel was sent and building for these purpose are under construction and nearing completion by the UGC fund. New vehicle parking shed constructed and two new classrooms will be completed very soon. As this is a government institution, instructions are given by higher

authority and the college can only implement it. In some internal matters the college makes its own policy to improve the academic and administrative condition of their institution.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'Yes', what are the efforts made by the institution in obtaining autonomy?**

This college is not an autonomous college.

**6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyses the nature of grievances for promoting better stakeholder relationship?**

The college has constituted student grievance Redressed Cell to ensure that any complaints are taken seriously and resolved immediately as possible. If any complaint is reported by any one, the committee meets and takes appropriate actions for solving the problems. Generally the complaints are not serious in nature.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decision of the courts on these?**

NIL

**6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'Yes,' what was the outcome and response of the institution to such an effort?**

The feedback forms were distributed to students randomly and were asked to fill up the questionnaire without any hesitation/ Fear and favors. The collected data is analyzed carefully by the Principal with the

help of senior teachers. In this way the Principal gets the feedback from the students and makes appropriate step to improve the functioning of the college.

- The feedback shows that the student are happy with new courses.
- The students are satisfied with sports activities.
- The students appreciate their teachers.
- They can take advantage of the library.
- The students are happy with the total environment of the college.
- The B.Sc. students want M.Sc. classes in the college.
- The students appreciate the behavior and support of the Principal.

### *6.3 Faculty Empowerment Strategies*

#### **6.3.1 What are the efforts made by the institution to enhance the Professional development of its teaching and non-teaching staff?**

The college always encourages the staff to take up various professional development activities. The teachers are encouraged to enrich their knowledge by attending seminars, workshops, conferences, and refresher and orientation courses. The use of computer with internet is also motivated to enhance their skill.

The non-teaching staff is forced to get the knowledge of computer to enhance their skill and work in the digital world and for this purpose college level workshops are organized by the BCA teaching staff. In future maximum works of government will be digitalized and online so the knowledge of computer usage will enhance their skills.

**6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

- Smart interactive boards, Multi-media projector, Desktop and Laptops, Educational CD's are purchased through UGC funds and its use is motivated by the Principal for interesting teaching and learning process.
- Participation in various programme like seminars, workshops, publication of research by the faculty members are motivated and encouraged to do and such teacher is given duty leave by the Principal for academic performance.
- The proposal of those faculty members who are interested in minor research project are forwarded for appropriate action to UGC.

**6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

The Principal supplies confidential report form to every member of staff to fill up self-assessment points given in the form. After submission, the Principal studies and analyzes, then with comments forwards to higher authority. Recently the form PBAS was also applied for teacher evaluation for career scheme/ promotion.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

The Principal sends the confidential report of the teacher's to Directorate, Department of Higher education. If any, adverse comment is seen in the report the concerned has been warned personally in written for improvement and it affects the further promotion.



**6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

The welfare facility available for the college staff is as per state government rules i.e. mentioned below:

1. Casual Leave
2. Earned Leave
3. Medical Leave
4. All other facilities is given to state employees

**6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

Due to progress and healthy environment of the college eminent faculty gets attracted to this college.

## ***6.4 Financial Management and Resource Mobilization***

**6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

The college maintains all the records of the Income and Expenditure by the Account Section. The college has following accounts:

- Govt. Account
- Non-Govt. Account
- UGC Account
- Red Cross Account
- NSS Account
- Janbhagidari Sammittee Account
- University Account

All accounts are being operated by Principal except UGC account where signature of UGC In-charge with Principal is compulsory due to joint account. All financial resources are used by Principal with the help of senior teachers, head of the office with in charge of account section and as per rule of government.

**6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**

- Internal audit is done by the 'Internal Audit Committee' constituted by the Principal from the teaching and non-teaching staff (office). Internal audit reports like checking of cashbook, vouchers, DFC through parameter of government rules etc. is submitted to the Principal.
- External audits are conducted by the Departmental auditor of Higher education and Auditor General of Chhattisgarh.
- External audits of Janbhagidari Sammittee Account and UGC Account is done by auditors of Bilaspur.
- In 2011-12 Higher education Departmental audit was done.

**6.4.3 What are the major sources of institutional receipt/ funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**

The major sources of the college are the salary and contingency fund (stationary, electricity etc.) from the Department of Higher education, Government of Chhattisgarh not in cash; all these payments are done through Treasury. Fees collected by students at the time of admission are deposited in government account through challan and other in Red

Cross, JBS account etc in cash form. The UGC issued grants through various schemes are maintained in Central Bank account.

All Income and Expenditure is maintained by In-charge of account section.

#### **6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any)**

- During 11<sup>th</sup> plan of UGC, our college has received Rs. 70 lac for construction of sport facility Centre. This is the college only in the university which has received such special scheme grant due to interest taken by our sports officer, UGC Incharge and the members and the Principal of the college for sport facilitation in the college.
- For the girl's student of remote rural areas, the college has received UGC grant of Rs. 40 lac for girl's hostel building that is under construction.
- Government of Chhattisgarh has also released amount to Public Work Department for construction of four classrooms, C.C. approach road and for the flooring of the class rooms.

### ***6.5 Internal Quality Assurance System (IQAS)***

#### **6.5.1 Internal Quality Assurance Cell (IQAC)**

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'Yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

The IQAC has been established in the college on 17/11/12. The college aims to impart quality education and apart from academic education to develop their overall personality and also fulfills its mission through continuous improvement in the quality teaching-learning process. The IQAC as an advisory body suggests infrastructural and technological development in the campus.

- b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

The meeting of IQAC was held from time to time with the members of IQAC as time given by external members. Some of the important suggestions are as below:

- Initiated to new courses
- New computers were purchased
- Internet facility is provided
- Practice for competitive exam was done
- New books were are purchased
- Community services provided.
- Heath camps were organized in the campus.
- Teachers were sent for the participation in seminars/ workshops.

Some suggestions were executed by the Principal and rest will be implemented only through UGC fund received.

- d. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes, IQAC consists of two external members Dr. G.A. Ghanshyam, Assistant Professor in English and the other reputed retired Principal Dr. (Smt.) Manju Mitra. The members have suggested

towards improvement of teaching-learning through latest technical use of devices.

- e. How do students and alumni contribute to the effective functioning of the IQAC?

Whatever planning is done by IQAC, students are following accordingly.

- f. How does the IQAC communicate and engage staff from different constituents of the institution?

The IQAC tries to take into confidence the teachers, students and non-teaching staff on important improvements.

**6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'Yes' given detail on its operationalization.**

Yes, for maintaining academic and administrative activities quality the observation of the cell or causes of delay in implementation is reviewed by the Principal with senior faculty members. The Principal tries to execute the recommendation of the IQAC in circumstance as possible.

**6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance Procedures? If 'Yes', give details enumerating its impact.**

The Principal meets from time to time with staff and motivates to improve their working system. Informal meeting with official staff and teachers (during any occasion) by the Principal helps for the better implementation of the recommendations of IQAC.

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'Yes', how are the outcomes used to improve the institutional activities?**

In practical subjects external examiners come to conduct the practical exam and viva-voce, they evaluate the students.

In PG classes (Hindi and Sociology) also external examiner come for viva-voce. They are appointed by the University.

**6.5.5 How is the internal assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The college has no such mechanism till date to aligned with the requirements of the external quality assurance agencies or regulatory authority.

**6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

The college has four ways of review of the teaching-learning process:

- The college 'IQAC' is the basic advisory body to review the quality of teaching and learning process of the college.
- The performance of the students in seven internal tests i.e. four unit tests and three sessional tests give the concrete idea to the teachers about the area where the students need to help.
- At the end of session the feedback taken from final year students about the teaching quality and behaviours of the faculty members is another mechanism for reviewing the teaching-learning process.

- The final results of the main examination conducted by university provides the real picture of outcome of the teaching-learning process.

#### **6.5.7 How does the institution communicate its quality assurance policies, mechanism and outcomes to the various internal and external stakeholders?**

The Principal meets and discusses with parents who come to college for any work, citizens of town or members of the college of 'Janbhagidari Sammittee and communicates the development of the institution. The college gets their opinion and suggestions, if any, and tries to implement it for better outcome in future.

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**CRITERION - VII**  
**INNOVATION AND BEST**  
**PRACTICES**



## Criterion VII: Innovation and Best Practices

### 7.1 Environment Consciousness

#### 1.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The inner campus of the college is having trees, crotons, ornamental plants and flowering plants and lawn and also some botanical plants for B.Sc. students.

#### 1.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- Energy conservation
- Use of renewable energy
- Water harvesting
- Check dam construction
- Efforts for Carbon neutrality
- Plantation
- Hazardous waste management
- E-waste management

**Energy Conservation:** The college classrooms are airy and well sun lighted that they hardly need any artificial light except some rooms. CFL bulbs are used in rooms to save energy. Fans are closed immediately after class by appointed employees. This has helped a lot in conservation of electricity.

**Use of renewable Energy:** There is no system in the college for renewable energy.

**Water harvesting:** The college campus (inside part of the building) is so that the rainy water already has been stored in maximum of its areas.

**Effort of carbon neutrality:** The parking of vehicles of the students in the college ground is sufficient away from the academic and administrative building. This helps in keeping the campus as much as possible clean. The dead leaves and the waste paper are not allowed to be put on fire. The leaves are thrown on open ground, so buried in the soil itself.

**Plantation:** Every year in July or August sufficient trees are planted by the Principal and college staff in the campus. Cadets & Volunteers of NCC and NSS with college staff support in this work very whole heartedly.

**Hazardous Waste Management/ E-waste management:** The College has no agreement with any authority to manage from science laboratories or E-waste to collect from the campus.

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# ENVIRONMENT



## *7.2 Innovations*

### **7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

The college has introduced innovations in academic, administrative and other level of the college working as given below:

- Students give the feedback about the teachers at the end of session. Reports are collected and analyzed and it helps to enhance in teaching quality. The teachers introduced the skill of drafting question banks.
- The office room has been divided into four compartments through Aluminum framework. It helps in working of student's, establishment and account sections. Use of computer in office work with the help of Internet for regular office staff has been encouraged.
- Use of Smart Board in the classrooms and ICT for improving teaching systems.
- Education CDS are projected by Science departments to make the teaching interesting.
- The Principal of the college gives training to girl students for cutting tailoring and knitting.
- Leaflets are displayed on the bulletin board.

## 7.3 Best Practices

**7.3.1 Elaborate on any two best practices as per the annexed format (seepag...) have contributed to the achievement of the institutional objectives and/ or contributed to the quality improvement of the core activities of the college.**

**Best Practices I:-** Getting the grants sanctioned by UGC and govt.  
for infrastructure equipment

- Whatever grant is permissible from UGC Govt. the college is prompt in correspondence and tries to take the benefits for infrastructure equipments and library.

**Best Practices II:** Starting new faculty/ courses, subjects and PG.  
courses.

- From the session 2013-14 new faculties have been started
- Geography subject is also started in B.A. from 2013-14
- M.A. in Sociology and M.A. in Economics have been started from 2013-14

Students get better job opportunities through these in courses.

### Format for Presentation of Practice

#### BEST PRACTICE - I

1. Title of the practice: 'Infrastructure Extension' through UGC & Govt.
2. Goal: Prompt correspondence is done with UGC and Government of Chhattisgarh for raising of fund's so that the institution can take benefits for infrastructure, equipment's , library, sports etc.
3. The context: Our college is the only college in Takhatpur city and nearby places. The strength of the students is increasing every year. New subjects have been started for the benefit of the students. Hence, we

require more classrooms, department's, books etc. for better arrangement.

4. The Practices: NSS, NCC and Red Cross units are working in the college. Students are motivated to become registered in these units. NSS and NCC camps are organized every year. NSS Unit has adopted one village where different extension programs are done like Plantation and Sanitation, Health & Nutrition, Aids Awareness and Drug Addiction programmes were also arranged to make the people aware.
5. Evidence of Success: Students participate in various camps and cultural activities. They are encouraged to express their opinion on various functions. This raises their confidence level and they are prepared for their future career. B.Sc. Students are getting admission in PG college of Bilaspur city. NCC Students are getting job in Police and Forest dept.
6. Problems Encountered and Resources Required: Due to rising strength of students we require more rooms, departments' books etc. so we continuously correspond with UGC and Government of Chhattisgarh for more funds.

### **BEST PRACTICES II**

1. Title of the Practices: "Career Guidance and Development".
2. Goal: Our goal is to prepare the students for their future career. To develop their personality through lectures, discussions, interactions and competitions.
3. The Context: Since the students come from rural background, they are lacking communication skills and presentation. We advice and motivate them to learn and operate computer which is now a must in every field. Hence, new courses like BCA and B.Com. have been started in our institution. On different occasions students are encouraged to speak on the relevant subject.

4. The Practices: The Career Counseling Cell advises the students for their career. The college organizes lectures on various topics like personality development and so on for the betterment of the students. Students are prepared for Bank, pre-PSC examinations etc. Papers and magazines related to employment and career are available in the library. From time to time the vacancies are also displayed on the notice board. The girl's students are given training for cutting, tailoring and knitting. Information about NET and SLET is also displayed.
5. Evidence of success: The students of the college appear in various competitive exam and many of them are respectable posts. This shows that our Counseling Cell is active and fruitful for the students of our college. Our students are working in Education, Police, Forest etc. Many of the students are running parlours and working in boutiques.
6. Problems Encountered and Resources required: As most of the students come from rural and weak background they face difficulty in grasping, understanding and concentrating on their subject matter. We make efforts to make the study material easy for the students. If we have modern library and more books then the students will definitely give a better result.
7. Notes (Optional): Nil

8. Contact Details:

Name of the Principal :	Dr. (smt.) Sapna A. Henry
Name of the institution	Govt. J.M.P. College Takhatpur
City:	Takhatpur
Pin Code:	495330
Accredited Status:	N.A.
Work Phone: 07753-264643	Fax: Nil    Mobile : 9981413585
Website: <a href="http://www.govtjmpcollegetkp.com">www.govtjmpcollegetkp.com</a>	E-mail: <a href="mailto:Principalgjmptakhatpur@gmail.com">Principalgjmptakhatpur@gmail.com</a>

Thus, these two best practices in the college have contributed to the better academic development of the college.

**PART - III**  
**INPUTS FROM THE**  
**DEPARTMENTS**



## Evaluative Report of the Departments

1. Name of the departments : **Physics**
2. Year of Establishment : **1965**
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**B.Sc. (Math's, Physics, Chemistry)**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments. **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. **Nil**
8. Details of courses/programmes discontinued (if any) with reasons. **Nil**
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	<b>01</b>	<b>01</b>

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Smt. Rashmi Jain</b>	<b>M.Sc. M.Phil.,B.Ed.</b>	<b>Assistant Professor</b>	<b>Material Physics</b>	<b>1.5 year</b>	-

11. List of senior visiting faculty.-Nil
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. Nil

13. Student – Teacher Ratio (programme wise) : **20:1 (B.Sc.)**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :-  
**Lab Technician :- 01 (Sanctioned), 01 (filled)**  
**lab attendant :- 01 (Sanctioned) , Nil (filled)**
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG.:-  
**M.Phil. M.Sc.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received. Nil
18. Research Centre /facility recognized by the University. NO
19. Publications:
- a) Publication per faculty Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students Nil
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.) Nil
  - Monographs. Nil
  - Chapter in Books. Nil
  - Books Edited. Nil
  - Books with ISBN/ISSN numbers with details of publishers. Nil
  - Citation Index. Nil
  - SNIP. Nil
  - SJR. Nil
  - Impact factor. Nil
  - h-index. Nil
20. Areas of consultancy and income generated. Nil
21. Faculty as members in. Nil
- a) National committees b) International Committees c) Editorial Boards.....
- b)
22. Student projects

a) Percentage of students who have done in-house projects including inter departmental /programme:- **30%**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies:-  
NIL

23. Awards/ Recognitions received by faculty and students. Nil

24. List of eminent academicians and scientists /visitors to the department.  
Nil

25. Seminars/ Conferences /Workshops organized & the source of funding.  
Nil

a) National.

b) International.

26. Student profile programme /course wise:2012-2013

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled *M *F	Pass Percentage
B.Sc.I	30	26	19 07	82%
B.Sc.II	16	16	10 06	100%
B.Sc.III	14	14	07 07	100%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I	100%	Nil	Nil
B.Sc. II	100%	Nil	Nil
B.Sc. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **05 Students**

29. Student progression

Student progression	Against enrolled	%
UG to PG	NA	
PG to M.Phil.	-	
PG to Ph.D.	-	
Ph.D. to Post –Doctoral	-	
Employed	-	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

- a) Library: -**Common Library.**
- b) Internet facilities for Staff & Students :- **Nil**
- c) Class rooms with ICT facility :- **Yes**
- d) Laboratories :- **Yes, with Computer facilities and dark room**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32. Details on student enrichment programmes (special lectures/ workshop/ seminar) with external experts :- **Nil**

**33.** Teaching methods adopted to improve student learning :- **Teaching learning process with Smart board, Seminar Method, Presentaion, and also through Black board methods**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: - Active Participation in college Cultural activities and prepared Question papers in competitive examination pattern like P.S.C. and Bank Services and has taken examination to enhance self-confidence in students of final year.

**35. SWOC analysis of the department and future plans.**

**Strength:** The Laboratory of Physics Department has well equipped with modern facilities like Smart board, Computers with Printer & Scanner. In college having only one sanctioned post of assistant Professor and post is filled. Also, in lab one permanent Lab teacher has been working.

**Weakness:** Having no Lab assistant and Internet facility is not available. The low enrollment in the class of part of (II) and final year.

**Opportunity:** The Department of Physics will utilize the grant given by the UGC and through RUSA if proposal sanctioned. The department has planned to take the financial support of College 'JBS'.

**Challenge:** Low enrollment, rural based students, irregularity in attendance & having no Departmental Library.

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## Evaluative Report of the Departments

1. Name of the departments : **Botany**
2. Year of Establishment : **1965**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**B.Sc. (Zoology, Chemistry)**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments. NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc. NIL
8. Details of courses/programmes discontinued (if any) with reasons. NIL
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Smt.Indu Kaushal</b>	<b>M.Sc. ,SET</b>	<b>Assistant Professor</b>	-	<b>1.5 year</b>	-

11. List of senior visiting faculty. NIL

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. Nil
13. Student – Teacher Ratio (programme wise) : **128:1 (B.Sc.)**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :-  
**lab attendant :- 01 (Sanctioned) , 01 (filled)**
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :-  
**M.Sc., SET**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.NIL
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received. NIL
18. Research Centre /facility recognized by the University. NO
19. Publications:
  - a) Publication per faculty : NIL
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students : NIL
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.): NIL
  - Monographs. NIL
  - Chapter in Books. NIL
  - Books Edited. NIL
  - Books with ISBN/ISSN numbers with details of publishers. NIL
  - Citation Index. NIL
  - SNIP. NIL
  - SJR. Nil
  - Impact factor. NIL
  - h-index NIL
20. Areas of consultancy and income generated.By state govt.
21. Faculty as members in Nil
  - c) National committees
  - b) International Committees
  - c) Editorial Boards.....

22. Student projects

a)Percentage of students who have done in-house projects including inter departmental /programme:- **30%**

b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :**NIL**

23. Awards/ Recognitions received by faculty and students. **NIL**

24. List of eminent academicians and scientists /visitors to the department.Ku Mangala Deoras,Dr. S. Rahalkar, Dr.Anju Tiwari.

25. Seminars/ Conferences /Workshops organized & the source of funding.

c) National **NIL**

d) International **NIL**

26. Student profile programme /course wise:2012-2013

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.Sc. I	80	73	54	26	97%
B.Sc. II	19	19	10	09	100%
B.Sc. III	42	36	14	28	100%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I	100%	Nil	Nil
B.Sc. II	100%	Nil	Nil
B.Sc. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**



29. Student progression

Student progression	Against enrolled	%
UG to PG	NA	
PG to M.Phil.	-	
PG to Ph.D.	-	
Ph.D. to Post –Doctoral	-	
Employed	-	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

e) Library:-**Common Library.**

f) Internet facilities for Staff & Students :- **Nil**

g) Class rooms with ICT facility :- **No**

h) Laboratories :- **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32 Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**

33 Teaching methods adopted to improve student learning :- **Teaching learning process with Seminar Method, Presentaion, and also through chalk-Duster methods**

34 Participation in Institutional Social Responsibility (ISR) and Extension activities:-**Cultural activities and preparation examination conducted for P.S.C. and Bank Services .**

35 **SWOC** analysis of the department and Future plans.

S-Well equipped laborartory ,filled lab attendant post.

W-Post of lab technician is vacant.

O-Grant given by govt and ugc.

C-To start PG Classes.

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## Evaluative Report of the Departments

1. Name of the departments : **Zoology**
2. Year of Establishment : **1965**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**B.Sc. (Botany Zoology, Chemistry)**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam.Nil**
6. Participation of the department in the courses offered by other departments. Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.Nil
8. Details of courses/programmes discontinued (if any) with reasons.Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Smt. Tripti Tandan</b>	<b>M.Sc. SLET</b>	<b>Asst. Professor</b>	<b>Entomology</b>	<b>1.5 year</b>	-

11. List of senior visiting faculty.Nil

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. Nil
13. Student – Teacher Ratio (programme wise) :128:1 **(B.Sc.)**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :-  
**Lab Technician :- 01 (Sanctioned), Nil (filled)**  
**lab attendant :- 01 (Sanctioned) , 01 (filled)**
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :-  
**M.Sc.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received .Nil
18. Research Centre /facility recognized by the University. No
19. Publications:
  - a) Publication per faculty Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students Nil
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)Nil
  - Monographs. Nil
  - Chapter in Books. Nil
  - Books Edited. Nil
  - Books with ISBN/ISSN numbers with details of publishers. Nil
  - Citation Index. Nil
  - SNIP. Nil
  - SJR. Nil
  - Impact factor. Nil
  - h-index. Nil
20. Areas of consultancy and income generated. By state govt.
21. Faculty as members in Nil
  - d) National committees
  - b) International Committees
  - c) Editorial Boards.....

## 22. Student projects

a)Percentage of students who have done in-house projects including inter departmental /programme:- **30%**

b)Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :-**No**

23. Awards/ Recognitions received by faculty and students. Nil

24. List of eminent academicians and scientists /visitors to the department.Ku Mangala Deoras,Dr.S.Rahalkar,Dr. Anju Tiwari.

25. Seminars/ Conferences /Workshops organized & the source of funding.

e) National. Nil

f) International. Nil

26. Student profile programme /course wise: 2012-2013

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.Sc. I	80	73	54	26	97%
B.Sc. II	19	19	10	09	100%
B.Sc. III	42	36	14	28	100%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I	100%	Nil	Nil
B.Sc. II	100%	Nil	Nil
B.Sc. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**

29. Student progression

Student progression	Against enrolled	%
UG to PG	NA	
PG to M.Phil.	-	
PG to Ph.D.	-	
Ph.D. to Post –Doctoral	-	
Employed	-	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

- i) Library :-**Common Library.**
  - j) Internet facilities for Staff & Students :- **Nil**
  - k) Class rooms with ICT facility :- **No**
  - l) Laboratories :- **Yes**
31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**
32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**
- 33. Teaching methods adopted to improve student learning :- Teaching learning process with Smart board, Seminar Method, Presentaion, and also through chalk-Duster methods.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :-**Cultural activities and preparation examination conducted for P.S.C. and Bank Services .**
35. SWOC analysis of the department and Future plans.  
 S-Well equipped laborartory ,filled lab attendant post.  
 W-Post of lab technician is vacant.  
 O-Grant given by govt and ugc.  
 C-To start PG Classes.

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## Evaluative Report of the Departments

1. Name of the departments : **Chemistry**
2. Year of Establishment : **1965**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved : **B.Sc. (Maths, Physics, Botany,Zoology)**
5. Annual/semester/choice based credit system (programme wise) : **Annual Exam**
6. Participation of the department in the courses offered by other departments. Botany and Zoology in common topics.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.Nil
8. Details of courses/programmes discontinued (if any) with reasons.Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. (Smt.) Seema Negi</b>	<b>M.Sc.,Ph.D.</b>	<b>Asst. Professor</b>	<b>Organic chemistry</b>	<b>27 years</b>	<b>Nil</b>

11. List of senior visiting faculty.Nil

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. Nil
13. Student – Teacher Ratio (programme wise) : **260:1 (B.Sc.)**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :-  
**Lab Technician :- 01 (Sanctioned), 01 (filled)**  
**lab attendant :- 01 (Sanctioned) , Nil (filled)**
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :-  
**M.Sc.Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received .Nil
18. Research Centre /facility recognized by the University. Nil
19. Publications:
  - a) Publication per faculty- 01
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students -01
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.) Nil
  - Monographs. Nil
  - Chapter in Books. Nil
  - Books Edited. Nil
  - Books with ISBN/ISSN numbers with details of publishers. Nil
  - Citation Index. Nil
  - SNIP. Nil
  - SJR. Nil
  - Impact factor. Nil
  - h-index. Nil
20. Areas of consultancy and income generated.-By State govt.
21. Faculty as members in-No
  - e) National committees
  - b) International Committees
  - c) Editorial Boards.....

22. Student projects

c) Percentage of students who have done in-house projects including inter departmental /programme:- **60%**

d) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :-**2%**

23. Awards/ Recognitions received by faculty and students.Nil

24. List of eminent academicians and scientists /visitors to the department.-

V.C. Bilaspur University,Bilaspur,Dr.kiran Vajpayee,Head Dept.of Chem.Govt.Girls College Bilaspur

25. Seminars/ Conferences /Workshops organized & the source of funding.

g) National.Nil

h) International.Nil

26. Student profile programme /course wise:-2013-2014

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.Sc. I	250	120	73	47	Awaited
B.Sc. II	101	101	72	29	awaited
B.Sc. III	40	40	22	18	80%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I	100%	Nil	Nil
B.Sc. II	100%	Nil	Nil
B.Sc. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**



29. Student progression

Student progression	Against enrolled	%
UG to PG		10%
PG to M.Phil.		Nil
PG to Ph.D.		-Nil
Ph.D. to Post –Doctoral		Nil
Employed		Nil
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

m) Library :-**Common Library.**

n) Internet facilities for Staff & Students :- **Nil**

o) Class rooms with ICT facility :- **No**

p) Laboratories :- **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **01 Seminar attended by students.**

**33. Teaching methods adopted to improve student learning :- Teaching learning process with Over Head projector, Seminar Method, Presentaion, and also throughBoard chalk methods,educational CDs displayed through projector.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :-**Nil**

35. SWOC analysis of the department and Future plans.

S-260 regular and 250 casual students is our strength.cutout for G 60%.GOOD STUDENTS IS OUR STRENGTH.

w-Chemistry lab has the facility of maximum 30 students to do practical at a time but due to large number of and lack of lab staff it is not manageable.

O-This area is highly sc and st, obc populated only institute in surrounding 20 kms hence providing them good education and better opportunities for jobs like railway, bank and education.

c-Poor learner from sc ,obc illerate farmer families who are not so much interested in studies rather than to make their liveli hood.

It is very difficult to make them according to the standards of Bilaspur University Bilaspur and other universities.

Poor knowledge of English and math's.

Technical terms of subject in English are difficult for them, they prefer everything in Hindi.

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## Evaluative Report of the Departments

1. Name of the departments :**Mathematics**
2. Year of Establishment :**1965 (UG)**
3. Name of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**B.Sc. (Mathematics, Physics, Chemistry)**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual**
6. Participation of the department in the courses offered by other departments. NIL
7. Courses in collaboration with other universities, industries, foreign institutions, etc. NIL
8. Details of courses/programmes discontinued (if any) with reasons. N.A.
9. Number of teaching posts.

	Sanctioned	Filled
Professors	NIL	-
Associate Professors	NIL	-
Assistant Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc. / D. Lit. / Ph.D. / M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. S.K. Padey</b>	<b>M.Sc. , Ph.D.</b>	<b>Assistant Professor</b>	<b>On Theory of Entropy via Information Theory, Coding Theory &amp; Maximum Entropy Principle</b>	<b>20 year</b>	<b>NIL</b>

11. List of senior visiting faculty. NIL
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. 100%
13. Student – Teacher Ratio (programme wise) :**20:1 (B.Sc.)**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- NIL
15. Qualifications of teaching faculty with DSC/ D.Litt. /Ph.D. / M.Phil. / PG: - **M.Sc., Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. NIL
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received. NIL
18. Research Centre /facility recognized by the University. NIL
19. Publications:
- a) Publication per faculty : NIL

- Number of papers published in peer reviewed journals (national/ international) by faculty and students: 03
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)  
NIL
  - Monographs. NIL
  - Chapter in Books. NIL
  - Books Edited. NIL
  - Books with ISBN/ISSN numbers with details of publishers. NIL
  - Citation Index. NIL
  - SNIP. NIL
  - SJR. NIL
  - Impact factor. NIL
  - h-index.
20. Areas of consultancy and income generated. NIL
21. Faculty as members in
- f) National committees b) International Committees c) Editorial Boards.....
22. Student projects
- e) Percentage of students who have done in-house projects including inter departmental /programme:- **NIL**
- f) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies:-
23. Awards/ Recognitions received by faculty and students.
24. List of eminent academicians and scientists /visitors to the department.

25. Seminars/ Conferences /Workshops organized & the source of funding. NIL

i) National.

j) International.

26. Student profile programme /course wise:**Academic session 2012-13**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.Sc. I	30	26	19	07	82%
B.Sc. II	16	16	10	06	100%
B.Sc. III	14	14	07	07	100%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.Sc. I	100%	Nil	Nil
B.Sc. II	100%	Nil	Nil
B.Sc. III	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **05 Students**

29. Student progression

Student progression	Against % enrolled
UG to PG	NA
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post –Doctoral	-
Employed <ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	-

30. Details of Infrastructural facilities.

- q) Library: -**Common Library.**
- r) Internet facilities for Staff & Students :- **Nil**
- s) Class rooms with ICT facility :- **NOT**
- t) Laboratories :- **Not Applicable**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32. Details on student enrichment programmes (special lectures/ workshop/ seminar) with external experts :- **Nil**

**33. Teaching methods adopted to improve student learning :-Teaching learning process with Laptop and Multi-media Projector , Seminar Method, Presentation, and also through utmost classical Chalk-talk methods .**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: - Involve in extra-curricular activities with other staff and entirely engaged with them.

35. SWOC analysis of the department and Future plans.

**Strength:** In academic session 2013-14 we have obtained ninety application forms for entry level class B.Sc. first year but due to limitation of seats only 40 admitted. So the number of students is our strength for conduction of mathematics group.

**Weakness:** Rural and Poor economically based students & not serious to attend regular class. There is no faculty of PG for students of science.

**Opportunity:** Maximum students those have passed UG from our college are working on good position.

**Challenges:** We have no separate class and faculty room as well as departmental Library.

**FUTURE PLAN:** It depends on source of funding i.e. RUSA, UGC, STATE GOVT. and will be decided by discussion with Principal for betterment of department and interest of student i.e. M.Sc. in Mathematics.

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## Evaluative Report of the Departments

1. Name of the departments : **Hindi**
2. Year of Establishment : **1965(UG), 2002(PG),**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG, PG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**Nil**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments. BA ,BSc, BCom ,BCA.
7. Courses in collaboration with other universities, industries, foreign institutions, etc. Nil
8. Details of courses/programmes discontinued (if any) with reasons. Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	01	Nil
Associate Professors	-	-
Asst. Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>D.P. Candravanshi</b>	<b>M.A. L.L.B.</b>	<b>Asst. Professor</b>	-	<b>1.5 year</b>	-

11. List of senior visiting faculty. Nil
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty). Nil
13. Student – Teacher Ratio (programme wise) : **200:1**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- Nil
  
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :-  
**PG**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received . Nil
18. Research Centre /facility recognized by the University. No
19. Publications:
  - a) Publication per faculty Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students Nil
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.) Nil
  - Monographs. Nil
  - Chapter in Books. Nil
  - Books Edited. Nil
  - Books with ISBN/ISSN numbers with details of publishers. Nil
  - Citation Index. Nil
  - SNIP. Nil
  - SJR. Nil
  - Impact factor. Nil
  - h-index. Nil
20. Areas of consultancy and income generated. By state govt.
21. Faculty as members in Nil
  - g) National committees
  - b) International Committees
  - c) Editorial Boards.....

22. Student projects Nil

g) Percentage of students who have done in-house projects including inter departmental /programme:- **Nil**

h) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :-**Nil**

23. Awards/ Recognitions received by faculty and students.

24. List of eminent academicians and scientists /visitors to the department.

25. Seminars/ Conferences /Workshops organized & the source of funding.

k) National.

l)International.

26. Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.A. I	121	121	71	50	100%
B.A. II	110	110	44	66	100%
B.A. III	102	102	50	52	100%
M.A. Pre.	37	20	08	12	95%
M.A. Final	18	18	08	10	90%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I	100%	Nil	Nil
B.A. II	100%	Nil	Nil
B.A. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**

29. Student progression

Student progression	Against enrolled	%
UG to PG		20%
PG to M.Phil.		-
PG to Ph.D.		-
Ph.D. to Post –Doctoral		-
Employed		-
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

- u) Library :-**Common Library.**
- v) Internet facilities for Staff & Students :- **Nil**
- w) Class rooms with ICT facility :- **Nil**
- x) Laboratories :- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**

**33. Teaching methods adopted to improve student learning :- Teaching learning process with Seminar Method, Presentaion, and also through chalk-duster methods**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:-**Nil**

35. SWOC analysis of the department and Future plans.:Nil

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## Evaluative Report of the Departments

1. Name of the departments : **English**
2. Year of Establishment : **1965**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG**
4. Names of Interdisciplinary courses and the departments/**units involved** :
5. Annual/semester/choice based credit system (programme wise) : **Annual Exam**
6. Participation of the department in the courses offered by other departments.:- Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.:- Nil
8. Details of courses/programmes discontinued (if any) with reasons.:-Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. (Smt.) Seema Manisha Nath</b>	<b>M.Phil., Ph.D.</b>	<b>Asst. Professor</b>	<b>Indian writing</b>	<b>24 years</b>	-

11. List of senior visiting faculty. Nil

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty):- Nil
13. Student – Teacher Ratio (programme wise) : 700:1
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- Nil
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :- **Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.:-Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received. Nil
18. Research Centre /facility recognized by the University. Nil
19. Publications:
  - a) Publication per faculty :- Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students:- Nil
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.) :- Nil
  - Monographs.:- Nil
  - Chapter in Books.:- 01
  - Books Edited.:- Nil
  - Books with ISBN/ISSN numbers with details of publishers.:-Nil
  - Citation Index.:-Nil
  - SNIP.:- Nil
  - SJR.:- Nil
  - Impact factor.:- Nil
  - h-index.:- Nil
20. Areas of consultancy and income generated.:- By govt.
21. Faculty as members in
  - h) National committees
  - b) International Committees
  - c) Editorial Boards.....
22. Student projects:- Nil

- i) Percentage of students who have done in-house projects including inter departmental /programme:- **Nil**
- j) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :- **Nil**
23. Awards/ Recognitions received by faculty and students.:- Nil
24. List of eminent academicians and scientists /visitors to the department.  
Nil
25. Seminars/ Conferences /Workshops organized & the source of funding.
- m) National.:- Nil
- n) International.:- Nil
26. Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A. I	317	200	80	120	85%
B.A. II	200	193	90	110	80%
B.A. III	200	149	70	80	86%

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I	100%	Nil	Nil
B.A. II	100%	Nil	Nil
B.A. III	100%	Nil	Nil

- 28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **02 Students**

29. Student progression

Student progression	Against enrolled	%
UG to PG	NA	
PG to M.Phil.	-	
PG to Ph.D.	-	
Ph.D. to Post –Doctoral	-	
Employed	-	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

y) Library :-**Common Library.**

z) Internet facilities for Staff & Students :- **Nil**

aa)Class rooms with ICT facility :- **Nil**

bb) Laboratories :- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **By govt.**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**

**33. Teaching methods adopted to improve student learning :- Teaching learning process with Seminar Method, Presentaion, and also through chalk-duster methods**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:-**Nil**

35. SWOC analysis of the department and Future plans.

S: Students are offering English literature

W. No separate department and one post

O. UGC funds

C. Most of the students are from rural back ground from SC,ST and OBC category who studied in Hindi medium till XII<sup>th</sup>.



## Evaluative Report of the Departments

1. Name of the departments : **Economics**
2. Year of Establishment : **1987(UG) and (PG 2013)**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG and PG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**Nil**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments. Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.:- Nil
8. Details of courses/programmes discontinued (if any) with reasons. :- Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. R.P. Sahariya</b>	<b>M.A., Ph.D.</b>	<b>Asst. Professor</b>	<b>Economic</b>	<b>27 years</b>	<b>03</b>

11. List of senior visiting faculty. Nil
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. 01
13. Student – Teacher Ratio (programme wise) : 50:1

14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- Nil
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :- **Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.:- Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received.:- Nil
18. Research Centre /facility recognized by the University.:- No
19. Publications:
- a) Publication per faculty:- Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students:- 10
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.):- Nil
  - Monographs. Nil
  - Chapter in Books.:- Nil
  - Books Edited.:- Nil
  - Books with ISBN/ISSN numbers with details of publishers.:- Nil
  - Citation Index.:- Nil
  - SNIP.:- Nil
  - SJR.:- Nil
  - Impact factor.:- Nil
  - h-index.:- Nil
20. Areas of consultancy and income generated.:- By stated govt.
21. Faculty as members in:- Nil
- i) National committees b) International Committees c) Editorial Boards.....:- Nil
22. Student projects:- Nil

k) Percentage of students who have done in-house projects including inter departmental /programme:- **Nil**

l) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :- **Nil**

23. Awards/ Recognitions received by faculty and students.:- Nil

24. List of eminent academicians and scientists /visitors to the department.:- Nil

25. Seminars/ Conferences /Workshops organized & the source of funding.

o) National.:- Nil

p) International.:- Nil

26. Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.A. I	40	10	06	04	100%
B.A. II	20	20	12	08	100%
B.A. III	20	20	12	08	100%
M.A. Pre.	25	10	07	03	Awaited

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I	100%	Nil	Nil
B.A. II	100%	Nil	Nil
B.A. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**

29. Student progression

Student progression	Against enrolled	%
UG to PG		10%

PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post –Doctoral	-
Employed	-
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	

30. Details of Infrastructural facilities.

cc) Library :-**Common Library.**

dd) Internet facilities for Staff & Students :- **Nil**

ee) Class rooms with ICT facility :- **Nil**

ff) Laboratories :- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**

**33. Teaching methods adopted to improve student learning :- Teaching learning process with Seminar Method, Presentaion, and also through chalk-duster methods**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- **Red Cross – Health camp, plantation**

35. SWOC analysis of the department and Future plans.

S. Students are placed in good posts

W. {posts should be increased and Dept. Required.

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## Evaluative Report of the Departments

1. Name of the departments : **Political Science**
2. Year of Establishment : **1965(UG), 1987(PG)**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG and PG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**B.A. (History, Sociolog, Economic)**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments.:- Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.:- Nil
8. Details of courses/programmes discontinued (if any) with reasons.:- Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	01	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. (Smt.) Meena Sharma</b>	<b>M.A., M.Phil., Ph.D., PGDCA</b>	<b>Asst. Professor</b>	<b>Public administration</b>	<b>21 years</b>	-

11. List of senior visiting faculty.:- Nil

12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty):- Nil
13. Student – Teacher Ratio (programme wise) : 600:1
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- Nil
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :- **Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.:- Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received.:- Nil
18. Research Centre /facility recognized by the University.:- Nil
19. Publications:
  - a) Publication per faculty:- Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students:- 01
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.):- Nil
  - Monographs.:- Nil
  - Chapter in Books.:- Nil
  - Books Edited.:- Nil
  - Books with ISBN/ISSN numbers with details of publishers.:- Nil
  - Citation Index.:- Nil
  - SNIP.:- Nil
  - SJR.:- Nil
  - Impact factor.:- Nil
  - h-index.:- Nil
20. Areas of consultancy and income generated.:- Nil
21. Faculty as members in
  - j) National committees b) International Committees c) Editorial Boards.....:- Nil
22. Student projects:- Nil

m) Percentage of students who have done in-house projects including inter departmental /programme:- **10**

n) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :-**Nil**

23. Awards/ Recognitions received by faculty and students.:- Nil

24. List of eminent academicians and scientists /visitors to the department.:- Nil

25. Seminars/ Conferences /Workshops organized & the source of funding.

q) National.:- Nil

r) International.:- Nil

26. Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.A. I	400	196	120	76	82%
B.A. II	200	170	110	60	100%
B.A. III	150	120	65	55	100%

\*M=Male, F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I	100%	Nil	Nil
B.A. II	100%	Nil	Nil
B.A. III	100%	Nil	Nil

**28.** How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**

29. Student progression

Student progression	Against enrolled	%
UG to PG	10%	

PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post –Doctoral	-
Employed	-
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>	

30. Details of Infrastructural facilities.

gg) Library :- **Common Library.**

hh) Internet facilities for Staff & Students :- **Nil**

ii) Class rooms with ICT facility :- **Nil**

jj) Laboratories :- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **Nil**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**

**33. Teaching methods adopted to improve student learning :- Teaching learning process with Seminar Method, Presentaion, and also through chalk-duster methods**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- **Cultural activities.**

35. SWOC analysis of the department and Future plans.

S- (Strengths) Most of the students come from rural areas despite that they are disciplined. Most of the students opt for political Science and result is very good.

W- (weakness) Lack of faculty members and lack of infrastructures for the faculty improvement.

O- (Opportunity) PG. Passed student are working in different jobs

C- (Challenges) To develop research center

Future plan – To organize conference/working/seminars.



## Evaluative Report of the Departments

1. Name of the departments : **History**
2. Year of Establishment : **1965 (U.G.), 2003 (P.G.)**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG,PG**
4. Names of Interdisciplinary courses and the department's/units involved :  
**B.A. (Hindi, English, Economics, Political Science)**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments.**Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.**Nil**
8. Details of courses/programmes discontinued (if any) with reasons.**Nil**
9. Number of teaching posts.

	Sanctioned	Filled
Professors	<b>01</b>	-
Associate Professors	<b>Nil</b>	<b>Nil</b>
Asst.Professors	<b>01</b>	<b>01</b>

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. Rajeev Sharma</b>	<b>M.A.M.Phil., Ph.D., D.C.A.P.</b>	<b>Asst. Professor</b>	<b>Modern History</b>	<b>25 years</b>	<b>01</b>

11. List of senior visiting faculty. **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty. **Nil**
13. Student – Teacher Ratio (programme wise) : **375:01**
14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- **Nil**
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :- **Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received. **Nil**
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received. **UGC**
18. Research Centre /facility recognized by the University. **No**
19. Publications:
  - a) Publication per faculty - **01**
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students - **01**
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.)- **Nil**
  - Monographs. - **Nil**
  - Chapter in Books. - **Nil**
  - Books Edited.– **Nil**
  - Books with ISBN/ISSN numbers with details of publishers.- **Nil**
  - Citation Index.- **Nil**
  - SNIP. - **Nil**
  - SJR. - **Nil**
  - Impact factor. - **Nil**
  - h-index. - **Nil**
20. Areas of consultancy and income generated.- **By state govt.**
21. Faculty as members in
  - a. National committees b) International Committees c) Editorial Boards... **Nil**

22. Student projects

- a. Percentage of students who have done in-house projects including inter departmental /programme:- **Nil**
- b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :- **Nil**

23. Awards/ Recognitions received by faculty and students. - **Nil**

24. List of eminent academicians and scientists /visitors to the department.-

**VC. Bilarpur University Bilspur**

25. Seminars/ Conferences /Workshops organized & the source of funding.-  
**Nil**

- a. National.- **Nil**
- b. International. - **Nil**

26. Student profile programme /course wise:- **2013-14**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
<b>B.A. I</b>	<b>322</b>	<b>122</b>	<b>56</b>	<b>66</b>	<b>Awaited</b>
<b>B.A. II</b>	<b>122</b>	<b>122</b>	<b>60</b>	<b>62</b>	<b>--“--</b>
<b>B.A. III</b>	<b>114</b>	<b>114</b>	<b>70</b>	<b>44</b>	<b>--“--</b>
<b>M.A. Pre.</b>	<b>19</b>	<b>11</b>	<b>06</b>	<b>05</b>	<b>72.72%</b>
<b>M.A. Final</b>	<b>18</b>	<b>16</b>	<b>08</b>	<b>08</b>	<b>56.25%</b>

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
<b>B.A.</b>	<b>100%</b>	<b>Nil</b>	<b>Nil</b>
<b>M.A.</b>	<b>100%</b>	<b>Nil</b>	<b>Nil</b>

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **02 Students, Cleared PSC**

## 29. Student progression

Student progression	Against enrolled	%
UG to PG	<b>80%</b>	
PG to M.Phil.	<b>N.A.</b>	
PG to Ph.D.	<b>N.A.</b>	
Ph.D. to Post –Doctoral	<b>N.A.</b>	
Employed <ul style="list-style-type: none"><li>• Campus selection</li><li>• Other than campus recruitment</li></ul>	<b>N.A.</b>	

## 30. Details of Infrastructural facilities.

- a. Library :-**Common & Department Library.**
- b. Internet facilities for Staff & Students :- **Nil**
- c. Class rooms with ICT facility :- **Nil**
- d. Laboratories :- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :-**Number of student get scholarship from govt. of Chhattisgarh.**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Seminar**

**33.** Teaching methods adopted to improve student learning :-**Black board, group discussion, Tutorial classes, seminars.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :-**NSS, NCC.**

35. SWOC analysis of the department and Future plans.

S- Most of the student come from rural areas (strength) despite that they

are disciplined and students.

W- Lack of faculty members and lack of.

(Weakness) infra structures for the faculty improvement.

O- Opportunity PG. Passed student are working in different jobs

C- (Challenges) To develop research center

## Evaluative Report of the Departments

1. Name of the departments : **Sociology**
2. Year of Establishment : **1965 UG and PG 2013**
3. Name of Programmes / Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters, Integrated Ph.D., etc.) : **UG and PG**
4. Names of Interdisciplinary courses and the departments/units involved :  
**Nil**
5. Annual/semester/choice based credit system (programme wise) :  
**Annual Exam**
6. Participation of the department in the courses offered by other departments.:- Nil
7. Courses in collaboration with other universities, industries, foreign institutions, etc.Nil
8. Details of courses/programmes discontinued (if any) with reasons.:- Nil
9. Number of teaching posts.

	Sanctioned	Filled
Professors	-	-
Associate Professors	-	-
Asst.Professors	01	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./ D. Litt./ Ph.D./ M.Phil. ect.)

Name	Qualification	Designation	Specilization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
<b>Dr. (Smt.) S.N. Lader</b>	<b>M.A., Ph.D.</b>	<b>Asst. Professor</b>	<b>Research</b>	<b>27 years</b>	-

11. List of senior visiting faculty. : Nil
12. Percentage of lectures delivered and practical classes handled (programme wise by temporary faculty.:- 01
13. Student – Teacher Ratio (programme wise) : **49.18..:01, 5.5:01**

14. Number of academic support staff (technical) and administrative staff: sanctioned and filled :- Nil
15. Qualifications of teaching faculty with DSc/ D.Litt. /Ph.D./ M.Phil. / PG. :- **Ph.D.**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received.:- Nil
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received.:- Nil
18. Research Centre /facility recognized by the University.:- Nil
19. Publications:
- a) Publication per faculty:- Nil
  - Number of papers published in peer reviewed journals (national/ international) by faculty and students:- Nil
  - Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database International Social Sciences Directory, EBSCO host, etc.):- Nil
  - Monographs.:- Nil
  - Chapter in Books.:- Nil
  - Books Edited.:- Nil
  - Books with ISBN/ISSN numbers with details of publishers.:- Nil
  - Citation Index.:- Nil
  - SNIP.:- Nil
  - SJR.:- Nil
  - Impact factor.:- Nil
  - h-index.:- Nil
20. Areas of consultancy and income generated.:- Nil
21. Faculty as members in
- k) National committees b) International Committees c) Editorial Boards.....:- Nil
22. Student projects:- Nil
- c. Percentage of students who have done in-house projects including inter departmental /programme:- **Nil**

- d. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/ Industry/ other agencies :-**Nil**

23. Awards/ Recognitions received by faculty and students.:- Nil

24. List of eminent academicians and scientists /visitors to the department.  
VC Bilaspur University, Bilaspur.

25. Seminars/ Conferences /Workshops organized & the source of funding.

s) National.:- Nil

t) International.:- Nil

26. Student profile programme /course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enfolled		Pass Percentage
			*M	*F	
B.A I	317	200	80	120	80%
B.A. II	187	187	87	100	85%
B.A. III	96	96	46	50	89%
M.A. Pre.	23	11	04	09	Awaited

\*M=Male F=Female

27. Diversity of Students.

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A. I	100%	Nil	Nil
B.A. II	100%	Nil	Nil
B.A. III	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :- **Nil**

29. Student progression

Student progression	Against enrolled	%
UG to PG	NA	
PG to M.Phil.	-	
PG to Ph.D.	-	
Ph.D. to Post –Doctoral	-	
Employed	-	
<ul style="list-style-type: none"> <li>• Campus selection</li> <li>• Other than campus recruitment</li> </ul>		

30. Details of Infrastructural facilities.

- c. Library :-**Common Library.**
- d. Internet facilities for Staff & Students :- **Nil**
- e. Class rooms with ICT facility :- **Nil**
- f. Laboratories :- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :- **govt.**

32. Details on student enrichment programmes (special lecturs/ workshop/ seminar) with external experts :- **Nil**

**33.** Teaching methods adopted to improve student learning :- Blac board.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities **.NIL**

35.

SWOC analysis of the department and Future plans.

S-PG started in 2013.

W-Requires two more post.

O- Students go for survey and learn many things.

C-Separate deptt. required



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2000

U.G.C. (B-13/50(199))

March, 1992

The Registrar  
Guru Dhasidas University  
Bilaspur (M.P.)

Sub: Inclusion of Govt. J.M.P. College, Takhatpur under  
Section 12(B) of the U.G.C. Act, 1956.

Sir,

I am directed to refer to your letter No. 105/Dev/92 dated 21.92 on the subject cited above and to inform you that the Govt. J.M.P. College, Takhatpur has been included in the approved list of colleges under Section 2(f) of the U.G.C. Act, 1956 under the head "Govt. Colleges Teaching upto Secondary's Degree" as detailed below:-

Name of College	Year of Estt.
Govt. J.M.P. College Takhatpur (Prof. R.L. Patel)	1955

It has been noted that the college is permanently affiliated to Guru Dhasidas University, Bilaspur. Govt. J.M.P. College, Takhatpur is declared fit to receive assistance from U.G.C. and other central sources in terms of Rules framed under Section 12-B of the U.G.C. Act, 1956.

Yours faithfully,

(Heenan Chand)  
Under Secretary

Copy forwarded to:-

- The Principal, Govt. J.M.P. College, Takhatpur
- The Secy, U.G.C. (Deptt. of Edn.) New Delhi.
- ATTN: Section Officer
- SC Unit, U.G.C. Section
- Bansal Cell
- Board Office

*Heenan Chand*  
(S.K. Heenan Chand)  
Section Officer

31-3-92

20/30.3.92

34  
20/3/92



# BILASPUR UNIVERSITY, BILASPUR

Vill. Sendri, P.O. Koni, Dist. Bilaspur (C.G.)

Website : [www.bilaspuruniversity.ac.in](http://www.bilaspuruniversity.ac.in) Email : [bilaspur.University2012@bpu.ac.in](mailto:bilaspur.University2012@bpu.ac.in)

No. Q/Aff/2013

Bilaspur Date : 21-06-13

## CERTIFICATE

This is to certify that Govt. J.M.P. College, Takhatpur Previously affiliated to Guru Chasidas University, Bilaspur (C.G.) is now affiliated to Bilaspur University, Bilaspur from the session 2012-13

The courses offered by the college and their affiliation status is available on the website of the university [www.bilaspuruniversity.ac.in](http://www.bilaspuruniversity.ac.in)

  
(Dr. Arun Singh)  
Registrar

**UNIVERSITY GRANTS COMMISSION - CENTRAL REGIONAL OFFICE,**  
 Town Complex (Baza Market), E-5, ARERA COLONY, BHOPAL-462 014  
 Ph. : 0755 - 2467418, 2467892, Fax. : 0755 - 2467893, web site : www.ugc.ac.in

F.No :GD/201080/KB/12-13/CRO

Date :

The Accounts Officer,  
 University Grants Commission, CRO,  
 Bhopal, M.P.

15 JAN 2013

Sub. : Release of 25% Grant for the 1<sup>st</sup> year of the XII Plan period (2012-13) under General Development Assistance

Sir/Madam,

In terms of item no. A of the minutes of the Meeting of the Bureau Heads, vide letter No. P.14-1/2012(Comm.Minutes/RO) dt. 26/10/2012 held on 19<sup>th</sup> July, 2012, the sanction of the Commission for release of grant amount of Rs.275000/- equivalent to 25% of XI Plan allocation under Books and Journals & Equipments under U.G. Development, is hereby conveyed.

The above sanction is however subject to the following terms & conditions :

1. The sanctioned amount is debit to the major head I.B-(D) and shall be valid for the financial year 2012-13.
2. The grant shall be drawn by the Accounts Officer (DDO), of the University Grants Commission, Central Regional Office, Bhopal and shall be disbursed and credited to the Principal, Govt. J.M.P. College, Takhatpur, Bilaspur (C.G.) through RTGS/NEFT.
3. The aforesaid grant is being released for U.G. Development only.
4. The grant may be utilized for the purchase of following heads, as per the requirement of the college :
  - (a) Books and Journals
  - (b) Equipments - (Equipment which may include, among others, laboratory equipment including refrigerator, water purifier, fax, audio-visual equipment including digital camera, LCD/TV and other teaching aids, computer and accessories, software (including that for automation of Office and Library), generator/inverter and reprographic facilities, public address system, sports equipment, networking and internet connection. It will not include copiers, office furniture or fixtures)
  - (c) Maintenance of Equipment
  - (d) Improvement of facilities in existing premises
  - (e) Enhancement of initiative for competence building in colleges
  - (f) Examination reforms
  - (g) Educational Innovation
  - (h) Field Work / Study tour
  - (i) Extension Activities

*U.G.C. Exchange  
 30/11/12*

However, while incurring expenditure under any of the aforesaid heads, the college must ensure that -

- (i) the items has/have been included in the proposal for XII plan General Development Grant submitted by the college
- (ii) the expenditures are being incurred strictly as per the provisions of the XII Plan guidelines.
- (iii) no expenditure shall be incurred for any type of construction work.
- (iv) the ceiling under each head must be observed as per guidelines.

In case of any future irregularities in utilizing the grant, the college shall be liable to refund the amount.

5. The Government Colleges may send audited Statement of Expenditure and Utilization Certificate from the Charter Accountant so that the next installment of grant may be sanctioned. The statutory audit by Accountant General of the State Government may be done in due course.
6. The utilization of the above grant shall be guided by XII Plan guidelines.
7. 10% of the grant under Books & Journals and Equipments may be utilized for Storage purposes under these heads.