



Yearly Status Report - 2015-2016

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT MAHAMAYA COLLEGE, RATANPUR
Name of the head of the Institution		Dr.(Smt.) Jayshree Shukla
Designation		Principal(in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07753255490
Mobile no.		9425544529
Registered Email		gmc_ratanpur@rediffmail.com
Alternate Email		col-mratanpur.cg@gov.in
Address		Chapora Road, Ratanpur, Bilaspur Chhattisgarh
City/Town		Ratanpur
State/UT		Chhattisgarh
Pincode		495442

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. (Smt.) Shraddha Dubey			
Phone no/Alternate Phone no.		07753255490			
Mobile no.		9827404136			
Registered Email		gmc_ratanpur@rediffmail.com			
Alternate Email		col-mratanpur.cg@gov.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.gmc_ratanpur.ac.in			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://gmc_ratanpur.ac.in/Uploads/academic%20calendar%2015%20-16%2020173104237.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.41	2011	08-Jan-2011	07-Jan-2016
6. Date of Establishment of IQAC			17-Jul-2013		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	
No Data Entered/Not Applicable!!!					

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Significant contributions made by IQAC during the current year (maximum five bullets) • One day RUSA workshop on CBCS has been organised. • The result analysis is done. • Collection of feedback from UG and PG students and parents. • Digital India week, Sanvidhan divas, Matra Bhasha divas were organised.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To follow strictly the academic calendar published by Higher Education Department.	Academic calendar was followed to the extent of 97 percent.
Internal assessment of students for improved performance	Internal assessment led to the improvement in the quality of performance of the students

Plantation of trees and emphasis on green campus	Awareness programs and competitions were organised regularly for the students. Plantation carried out in the campus by faculty and students
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2016
Date of Submission	22-Feb-2016
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Modules in operation currently: 1. Through the college website and Email of higher authorities, university, faculty members as well as coordinators of different committees / cells. 2. Notification by college notice board, departmental notice board . 3. Through meetings of staff council, student induction program and additional meetings as per required. 4. Submitting the data on MIS portal and AISHE portal. Description: The IQAC plans the various activities for better performance in academics and for overall development of the institution. The activities planned are then implemented by the various committees concern to achieve the planned goal. implementation the achievement and problems in the form of feedback is placed before the staff council</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

- Information on different courses, fee structure, admission process, etc are

given in detail in college brochure and website. • The teacher follows different innovative and effective teaching-learning techniques. • Library facility to staff and students which is equipped with subject books, reference books, journals and news papers . • Principal and head of department conduct their internal staff meeting and develop the academic plans for the coming academic year. • Feedback received from students & faculty is successfully analysed and used for improving quality of education. • All the departments and teachers prepare a lesson plan, daily diary regularly. • Unit test & other examinations are organized as per the academic calendar.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No

Parents	Yes
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1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
College obtained students' feedback on following topics 1. Syllabus 2. Teachers Performance 3. Infrastructure 4. Library Facility 5. Extracurricular activities 6. NSS/sports activities . The received feedback is then analyzed by the IQAC. The strength and weaknesses mentioned by the students are summarized actions have been taken for further improvement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015	871	73	10	0	6

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring of students is conducted by Chhatra Abhibhavak Samiti. Mentoring of students is based on the following objectives: Departments maintain the records of class tests/surprise tests, attendance records, seminars etc related to the reviewing of the performance of the students. Departmental teachers maintain interaction with students through individual meetings.. Parents are regularly informed about their ward's attendance, and academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
944	16	1:59

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	10	2	0	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Some exercises have been done to reform continuous internal evaluation : • Departmental seminars on subject topics in PG classes. • MCQ questions type paper, regular class test, surprise test.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college is affiliated to the Bilaspur University and hence the pattern prescribed by the University is strictly followed. Higher education department provides an academic calendar that specifies the date of commencement and end of the classes for each exam along with the government holidays.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.gmcraipur.ac.in/notice/results-analysis>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

questionnaire) (results and details be provided as weblink)

[Not prepared for 2015-16](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
0	0	01/07/2015

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Zoology	6
English	4

Commerce	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2015	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2015	0	0	0
0	0	0	2016	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Jan -Dhan Yojana Jagrukata karyakram	NSS	5	150
Beti bachao beti padhao yojna ka prachar prasar	NSS	5	138
Mahamaya mandir me diva shivir ka ayojan	NSS	10	163
Swachchha Bharat Karyakram	Collaboration with community and College	16	565
Essay, Speech competition on AIDS awareness day	Red Cross	4	63
Matdata Jagrukta programme	SVEEP	5	101
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWACHH BHARAT	NAGAR PANCHAYAT RATANPUR	RAILLY AND CLEANLINES OF VILLAGES	12	154
AIDS AWARENESS	RED CROSS AND GOVT HOSPITAL RATANPUR	LECTURE AND RAILLY	14	185
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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50	50
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NIL	Partially	NIL	2015

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	01/07/2015
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	61	2	50	2	2	1	13	58	0
Added	0	0	0	0	0	0	0	0	0
Total	61	2	50	2	2	1	13	58	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

58 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
0	0

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
14.65	13.43	12.2	12.03

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

College has an adequate infrastructure which consists of 12 class rooms, 6 laboratories, 1 Halls, girls common room, principal chamber, staff room, office and library, cycle stand, washrooms, water-coolers. Funds are generated for physical maintenance and utilization of infra structure by self financing, janbhagidari samiti, state government funds etc. Around 61 computers are available for use of student faculty via a Network resource centre (NRC). This is overseen by a designated teacher and a computer operator. A dedicated Librarian keeps check on upkeep of library, assisted by book lifter. The activities like library neat and clean and free without insects are done frequently by library staff. A dedicated sports officer overlook maintenance of sport ground and related sports material and equipments. The college garden, cycle stand, wash rooms are well managed maintained by the local labours paid by self finance. The college administration formulates committees for physical maintenances and verification. Annual physical verification is taken up by such committees. College adopts manual and computerized system for recording and maintenance of records.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Government Scholarship	759	3462000
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
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2015	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
20	20	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	12
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2015	NIL	National	0	0	0	0
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is an active student council. There are number of committees in which active participation of these members can be seen like Science club, Eco Club,

Sweep, Red Ribbon Club, Red Cross Society etc. The student council represents there active participation during the various meetings organized in the institution for academic and administrative purposes and they give their suggestion as well as their cooperation.. Students' council maintain a disciplined atmosphere in the college. Student Council organizes different cultural programmes to observe important days such as 1.Welcome function for newly admitted students 2. Farewell function for outgoing students 3. Republic Day 4. Independence Day 5. Gandhi Jayanti Annual day is celebrated in the college by Students' council to cultivate the sense of respect for our Indian culture and traditional Chhattisgadhiya culture. Every year college organises different type of competition in the campus like essay competition, speech competition, rangoli competition, mehandi pratiyogita, kesh sajja competition etc with the help of students' council .Thereafter a prize distribution programme also organised to encourage the students .

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Principal Level Principal is the chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, administration and student related policies. All academic and operational policies are based on the IQAC and the teachers council. Decisions are taken collectively after discussion in faculty meetings. 2.Faculty level Faculty members are given representation in various committees/cells. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees (1)Discipline committee (2)Anti ragging committee (3)Environmental committee (4)Feedback committee (5)Infra Struture Committee (6)Parent-Teacher committee (7)Academic audit committee Etc.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	• Admission of students through merit

	<p>basis after counselling and rules of state government strictly abided by. • The reservation policy is on the basis of government approved category wise reservation policy</p>
Human Resource Management	<ul style="list-style-type: none"> • Students are primary human resource so the institution develop this asset through their participation in NSS, REDCROSS, SVEEP.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • Purchase of course books and reference books for students • Regular visit to NRC by students of all classes. • Reference section and reading room facilities provided
Research and Development	<ul style="list-style-type: none"> • Refresher /Orientation courses attended by faculty. • Improving Library facilities.
Examination and Evaluation	<ul style="list-style-type: none"> • Performance of students monitored by result analysis • Special coaching provided to weak students.
Teaching and Learning	<ul style="list-style-type: none"> • Preparing and following teaching plans. • Following academic calendar throughout the session. • Conducting unit tests, half yearly tests, group discussions, surprise tests. • Exposing students to social activities through N S S, SVEEP, Redcross etc.
Curriculum Development	<ul style="list-style-type: none"> • Faculties are members in different subjects of board of studies of University and they participated in curriculum development.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Department of higher education has developed semi e-governance system for all govt colleges.
Administration	Higher Education Department has issued all orders /circulars through email, and monitors all the colleges through video conferencing. Various information of college are send regularly to higher officials through email.
Finance and Accounts	The college is linked with Government Treasury through e-governance system. The allocation and expenditure including salary are managed through e-kosh software of state government.
Student Admission and Support	College has been started online admission process through affiliating Universities .
Examination	Online examination process like form submission, fee payment, result etc.

through affiliating Universities.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2015	NIL	NIL	NIL	0
2016	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	RUSA workshop on CBCS	Nil	26/02/2016	26/02/2016	16	0
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	21/01/2016	11/02/2016	21
Refresher Course	1	30/11/2015	19/12/2015	21
Refresher Course	1	20/08/2015	09/09/2015	21
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	6	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1.General Provident fund, Family Benefit Fund, Group Insurance Gratuity 2. Dearness Allowance,	General Provident fund, Family Benefit Fund, Group Insurance Gratuity 2. Dearness Allowance	National scholarship, poor boys fund, SC,ST, OBC scholarship, all government. Scholarships,

<p>House Rent Allowance 3. Medical Reimbursement 4. Casual Leave (13 Days) Half Pay Leave on Medical Ground (20 Days) Earn Leave (10 Days per year) Leave not due, Maternity Leave (3Months) ,Study Leave (2 Years) ,Teacher Fellowship , Summer and Winter Vacation 5. Remuneration/Honorarium Examination (Teaching /Non Teaching Staff). For updating the subject knowledge the teaching staff members are allowed to participate in the orientation program, refresher program and short term courses as when they need as given per the rules of UGC norms. A canteen is provided inside in campus with suitable rates to provide refreshment for student and college staff.</p>	<p>House Rent Allowance 2.Washing Allowance (Only For Class IV) Cycle Allowance (Only For Class IV) Dress Allowance (Only For Class IV) Medical Allowance (Only for Class III /IV Optional) Accountancy Allowance (Only for Accountant) 3. Medical Reimbursement 4. Casual Leave (13 Days) ,Half Pay Leave on Medical Ground (20 Days) Earn Leave (10 Days per year) Leave not due Maternity Leave (6 Months) 5. Remuneration/Honorarium Examination), Allotment of Government Quarter Loans and Advances for Class III/ IV Employees Compassionate Appointment, Pension. A canteen is provided inside in campus with suitable rates to provide refreshment for student and college staff</p>	<p>Book bank facilities.</p>
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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution conducts both internal and external audit regularly. Internal Audit committee is formulated by the Head of the institute which conducts audit of financial records as Cash-books related to UGC, Janbhagidari, Government / Non-government Accounts along with the vouchers. After the internal audit the documents are audited by Chartered Accountant. Regarding external audit of state government fund utilization there is a mechanism of departmental audit which is done time to time by the department of higher education and the officials of Accountant General office.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Academic Audit Committee
Administrative	No		Yes	Committee for control over Office

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Departments receive feedback from parents through parent teacher meetings and discuss different issues related to the overall development of their ward. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward .

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Computer lab extended. 2. B Sc (Biology) courses has been started under the state government system . 3. Facility of providing INFLIBNET is in Progress. 5.Pathway has been built for new building.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness lecture on Beti bachao beti padhao programme	11/12/2015	17/12/2015	103	96
Awareness lecture on sukanya	11/12/2015	17/12/2015	100	100

samridhi yojana				
Solo and group song/dance, rangoli, painting, hair style, cooking competitions etc, were organized for girls	28/12/2015	28/12/2015	125	92

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Students prepare projects on "Environmental Science" as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem and biodiversity.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2015	1	1	02/10/2015	7	swachhata saptah	awareness about cleanliness and hygiene	165
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Vidyarthi Aacharan sanhita	11/07/2015	Code of conduct of Government of Chhattisgarh is applicable in the institution however college formalise general set of instructions. It displays on college website and also on the notice board of college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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No Data Entered/Not Applicable !!!

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Organising plantation programmes on national festivals. 2. Emphasis on Green Campus Clean Campus. 3. A solid waste management system is working with the help of nagar panchayat of village.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Institutional Best Practice-I Building awareness about government program through National Service Scheme (NSS) Objectives of the Practice- The main objective of the practice is to build a strong and sensitive society through N S S. The College has a active NSS wing working under the NSS Cell, Bilaspur University, Bilaspur. Under the banner of N S S, students gain skill in mobilizing community participation and practice national integration and social harmony. The context : Percolation of government schemes and mission by both central and state level programs at grass root level, engaging college student along with mobilizing people in town and nearby villages,creation of awareness in community along with building leadership skills in N S S volunteers. The Practice In the academic year 2015-16, village Rani Bachhali was selected for boys and Lakhni devi mandir for girls for the 7-days camp. Through the regular activities and special camp activitie NSS involve the teachers, students and the villagers in various government program like, 'Beti Bachao and Beti Padhao', Jan-dhan yojana, Nasha Mukti Abhiyan, Tree Plantation Day, Health Awareness Programmes, Skill development through workshops and formation of self-help group, cultural program involving the students and the rural people. Swachha Bharat Mission- keeping the college campus and surrounding clean through awareness generation. Clean Campus Mission- Awareness program to keep the locality clean by using bins and discarding the use of carrying bags. Surveys among the rural people on health, education, employment, the population of animals and environmental awareness. Plastic-free campus and drive for introducing paper bags replacing plastic bags and earthen pots replacing plastic tea cups. The NSS volunteers and women from the rural areas would be involved in this mission. They will prepare paper bags to the college and the hawkers around the college. Evidence of Success The college has concentrated chiefly on the empowerment of women and girl children of the village. From the begining the NSS cell has concentrated more on the skill development of women and girl children. Problems Encountered and Resources Required: The NSS Cell of the college has a separate committee with energetic young and senior teachers. The programme officer of NSS takes decisions on regular activities and special camp activities through periodic meetings. Apart from this sometimes the volunteers find it difficult to encourage the women of village to invest adequate time in learning skills. This is mainly because they involve domestic work. Notes: The campus- community interaction serves encourages social mixing among a diversified crowd promoting communal harmony and on the other hand such frequent interactions and visit to the college campus by the young girls raise enthusiasm among them to join higher studies for a better future. Institutional Best Practice-2 Title of the Practice: Green Campus - Clean campus Objectives of the practice - The college conducts a large number of practices in its campus on the vision, mission and objective of the college. The college also understands its responsibilities towards regional state, national and ultimately global challenges regarding global warming, plastic hazards and preservation of bio- diversity. The College strives at the promotion of green practices and therefore, plants hundreds of plants in the campus and outside the locality through its NSS, YRC, students and faculty members. The Context: -

The practice is designed and implemented to meet the challenging issue related to environmental pollution and global warming reading to the most dangerous points and therefore it has been very burning issue for the world . So to control release of gases creating green house effect and in promises of our prime-minister, the college does not only hold plantation programmes in campus but also strives at their protection. The Practice: This college values green environment to the utmost degree and makes constantly all the efforts to keep the campus perennially green. The students and faculty also undertake the programme making the campus plastic free, weekly on every Saturday under Swachhata Abhiyan. The college conducts greenery and cleanliness awareness programmes for the students telling them that littering of used material is harmful to the greenery of the environment. These efforts and steps have resulted into a satisfactorily green and healthful environment in our college campus. The Evidence : We have a green garden planted with various 55 species of more than 300 health-enhancing plants and trees. This garden is regularly watered and tendered. The college takes regular steps to plant trees at different places of the college premises, and this makes and keeps the college area green and healthful. Greenery of the campus is one of our chief concerns as an institution. By way of taking this concern seriously, our principal has constituted a committee specifically devoted to the task of keeping the green environment of the campus always green. Problems: There is no boundary wall in our campus so the animals invades within the campus and it is very harmful for garden. Even the need is felt to make the campus plastic free. Notes: Cleanliness and greenery being integrally related, this college makes constant efforts to keep the premises clean. At regular intervals, swachhata drives are undertaken by the teachers and non-teaching staff of the college. From the dry leaves of trees we make compost . We make every effort to dispose off the garbage in a scientific manner.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://gmcratanpur.ac.in/show/best-practices-and-distinctiveness>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Government college Ratanpur is an institution known for a beautiful green - clean campus and a excellent infra structure spread in 10 acres aspires to 1. Promoting academic, physical, moral and cultural development of students 2. Providing quality education, holistic development preparing students for the outside world. 3. Academic and professional development of teachers and staff. 1. The college placed in a rural area so it pays sincere attention to the physical, moral and cultural development of students. Various competitions for students like debate, painting, speech, essay writing were organised during the year 2015-16. Studentd have shown outstanding performance in sports tournaments in the year 2015-2016. This year our college has organised Kho-Kho competition at sector level. College is quite sincere to prepare students for the competitive world. 2. Faculty members are NET qualified appointed through Public Service Commission (PSC), which ensures high quality of teachers, thus providing quality education. Several students get scholarships from State Government, which further ensures better education of the economically challenged students. 3. College also provide all facilities for academic professional development of teachers staff.

Provide the weblink of the institution

<http://gmcratanpur.ac.in/show/best-practices-and-distinctiveness>

8.Future Plans of Actions for Next Academic Year

1. Increasing the seats in B Sc /B A /B Com courses. 2. Introducing new courses like PGDCA, B CA and P G in Hindi,Geography, Commerce . 3. Upgradation of existing laboratories and purchase of equipment . 4. Extension of facility of CCTV cameras. . 5, Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. 6. Organization of new skill development and job oriented courses. 7. Organization of seminar and workshop by the students in P G classes. 8. Construction of rain water harvesting system in the college campus .