



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GOVERNMENT MAHAMAYA COLLEGE, RATANPUR
Name of the head of the Institution		Dr. Nandini Tiwari
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07753255490
Mobile no.		9425546736
Registered Email		gmc_ratanpur@rediffmail.com
Alternate Email		col-mratanpur.cg@gov.in
Address		Chapora Road, Ratanpur
City/Town		Ratanpur
State/UT		Chhattisgarh
Pincode		495442
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. (Mrs.) 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)	<a href="http://gmcratanpur.ac.in/Uploads/AQAR%202015-2016_2020265002143.pdf">http://gmcratanpur.ac.in/Uploads/AQAR%202015-2016_2020265002143.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://gmcratanpur.ac.in/Uploads/academic%20calendar%2016-17_2020173104045.pdf">http://gmcratanpur.ac.in/Uploads/academic%20calendar%2016-17_2020173104045.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.41	2011	08-Jan-2011	07-Jan-2016

<b>6. Date of Establishment of IQAC</b>	17-Jul-2013
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### 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
<b>No Data Entered/Not Applicable!!!</b>		
<a href="#">View File</a>		

**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
<b>No Data Entered/Not Applicable!!!</b>				
<a href="#">View File</a>				

**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 :**

4

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)**

1. The members of IQAC are in charge of different quality related sections. 2. They discharge their duties with full confidence and responsibilities and submit report to the principal. 3. Their suggestions are considered for improving academic atmosphere in the campus. 4. Result analysis 5. Collection and analysis of feedback from UG and PG students and parents

No Files Uploaded !!!

**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	Achievements/Outcomes
<b>No Data Entered/Not Applicable!!!</b>	
<a href="#">View File</a>	

**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	2017
Date of Submission	20-Jan-2017
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. Using whatsapp group of faculty members, PG students group and Honours student group. 4. Through meetings of staff council, student induction program and additional meetings as per required. 5. Submitting the data on MIS portal and AISHE portal. Description: The Institution has well organized management information system under which 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. After 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
0	0	30/06/2017	0	0	0

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

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

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

**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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
2016	861	54	12	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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File of ICT Tools and resources</a>					
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
915	18	1:51

### 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
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15	12	3	0	9
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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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

<p>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.</p>
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2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

<p>• 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.</p>
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## 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)

<a href="http://gmcratanpur.ac.in/notice/results-analysis">http://gmcratanpur.ac.in/notice/results-analysis</a>
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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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 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)

<a href="http://gmcratanpur.ac.in/notice/feedback-analysis">http://gmcratanpur.ac.in/notice/feedback-analysis</a>
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## 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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
NIL	NIL	30/06/2017

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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### 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	0	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
Commerce	2
English	2
Sociology	2
No file uploaded.	

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	2016	0	0	0
0	0	0	2017	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
Nil	Nil	Nil	2016	0	0	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	6	2	5
Presented papers	0	1	0	0
No file uploaded.				

**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
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

**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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

**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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

**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
<b>No Data Entered/Not Applicable !!!</b>			

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 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	3	0	3	0	0	0	0	0	0
Total	64	2	53	2	2	1	13	58	0

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

58 MBPS/ GBPS
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##### 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	<a href="#">0</a>

#### 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 academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1.42	0.92	4.6	4.42

##### 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 65 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	Govt Scholarship	796	3606237
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
Voter awareness Program	04/10/2016	108	SVEEP and Election commission of India
Yoga Day	21/06/2016	125	Sports department and N S S
No file uploaded.			

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
2017	Mukhyamantri Yuva Svavlamban Yojana (MYSY)	139	38	38	4
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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
17	17	2

**5.2 – Student Progression**

## 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

#### 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
<a href="#">Any Other</a>	15
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#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	0	National	0	0	0	Nil
<a href="#">No file uploaded.</a>						

#### 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, Sveep, 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, mehendi 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)

. 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 Structure 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
Curriculum Development	<ul style="list-style-type: none"><li>• Faculties are members in different subjects of board of studies of University and they participated in curriculum development.</li></ul>
Teaching and Learning	<ul style="list-style-type: none"><li>• Preparing and following teaching plans.</li><li>• Following academic calendar throughout the session.</li><li>• Conducting unit tests, half yearly tests, group discussions, surprise tests.</li><li>• Exposing students to social activities through NSS, SVEEP, Redcross etc..</li></ul>
Examination and Evaluation	<ul style="list-style-type: none"><li>• Semester system implemented in post graduate program with continuous internal assessment and seminars</li><li>• Performance of students monitored by result analysis after every exam.</li><li>•</li></ul>

	Special coaching provided to weak students by the faculty.
Research and Development	<ul style="list-style-type: none"> <li>• Refresher /Orientation courses attended by faculty.</li> <li>• Improving Library facilities.</li> <li>• Faculty members participated and presented papers in seminars and conferences.</li> <li>• Research papers published by faculty in journals.</li> </ul>
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> <li>• Purchase of course books and reference books for the students.</li> <li>• Regular visits to NRC by the students of all classes</li> <li>• The library of the college is equipped with computer and photocopier</li> <li>• Internet access is given to all the departments.</li> </ul>
Human Resource Management	<ul style="list-style-type: none"> <li>• Students are primary human resource so the institution develop this asset through their participation in NSS, REDCROSS, SVEEP,</li> </ul>
Admission of Students	<ul style="list-style-type: none"> <li>• Admission of students through merit basis after counselling and rules of state government strictly abided by.</li> <li>• The reservation policy is on the basis of government approved category wise reservation policy</li> </ul>

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

E-governance area	Details
Planning and Development	Communication with Department of Higher Education Govt. Of Chhattisgarh, Bilaspur University, UGC CRO Bhopal, RUSA, State Project office Raipur and concern officials have been made through Email.
Administration	- Department of Higher Education 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 Department of Higher Education and Government Treasury through e-governance system. The allocation and expenditure including salary are managed through e-kosh software of state government. The payment of purchase of various articles are done through treasury challan by making online bill. All grants from the government is received through online transaction. Student Admission and Support Disbursal of Scholarship and application for scholarship is done

	through a specific portal developed by the Govt. of Chhattisgarh. Admission of the student with help of online portal is being designed, shortly it will be
Student Admission and Support	College has been started online admission process through affiliating Universities . Disbursal of Scholarship and application for scholarship Disbursal of Scholarship and application for scholarship are available through a specific portal developed by the Govt. of Chhattisgarh.
Examination	Online facilities like form submission, fee payment, admit cards, result etc are available through a specific portal developed by Bilaspur University.

### 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
2016	Nil	0	0	0
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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	Mini workshop on Digital Literacy	Mini workshop on Digital Literacy	10/08/2016	10/08/2016	14	6
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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
Orientation Programme	1	09/01/2017	06/02/2017	29
Refresher Course	1	28/11/2016	19/12/2016	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	5	2	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. General Provident fund, Family Benefit Fund, Group Insurance Gratuity 2. Dearness Allowance, 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). 6. 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. 7. A canteen is provided inside in campus with suitable rates to provide refreshment for student and college staff.</p>	<p>1. General Provident fund, Family Benefit Fund, Group Insurance Gratuity 2. Dearness Allowance 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. 6. A canteen is provided inside in campus with suitable rates to provide refreshment for student and college staff</p>	<p>Poor boys fund, SC,ST, OBC scholarship, all government Scholarships, Book bank facilities.</p>

**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
Janbhagidari samiti, Self financing , Non Government etc	1859240	Campus development, Equipments, Student welfare and remuneration to part-time teachers
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6.4.3 – Total corpus fund generated

0
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Academic Audit Committee of senior teachers appointed by the Principal
Administrative	No		Yes	By Principal and senior teacher

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

<p>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 .</p>
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6.5.3 – Development programmes for support staff (at least three)

<p>1. Mini workshop on Cashless transactions and financial literacy 2. Mini workshop on Digital Literacy</p>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<p>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 4. Pathway built for new building</p>
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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 !!!

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## 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, Jan - Dhan Yojana	05/12/2016	11/12/2016	100	100
Awareness lecture on sukanya samridhi yojana	12/12/2016	16/12/2016	100	100
Solo and group song/dance, rangoli, painting, hair style, cooking competitions etc,	02/01/2017	05/01/2017	45	15

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	10
Ramp/Rails	Yes	10
Rest Rooms	Yes	10

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
2016	1	1	01/07/2016	30	Van Mahotsava Hariar Ch	Promoting environmental	165

					h hattisgar h	awareness . Social awareness against waste gen eration.	
2016	1	1	12/11/2016	1	1day camp in Mahamaya mandir	To build a strong sensitive society through National Service Scheme , for avoiding polythene promoting cloth /paper bags.	185
2016	1	1	02/10/2016	7	Gandhi Ja yantiaand swachchht a saptah	Social awareness for clean liness in villages	145
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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	01/07/2016	As the college is a government institution we follow the rules and regulation applicable for the government employees Students of Govt. Of Chhattisgarh . It displays on college website and also on notice board of college

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanti celebration with Swachh Bharat Abhiyan to promote the values and ethics of Mahatma Gandhi Cleanliness is next to Godliness	02/10/2016	08/10/2016	145
Independence Day	15/08/2016	15/08/2016	187
Republic day	26/01/2017	26/01/2017	167

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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 Title of the Practice: Awareness building on government programs through N S S**  
**Objectives of the Practice** The main objective of the practice is to build a strong society through N S S  
**The Practice** The College has a strong NSS wing working under the NSS Cell, Bilaspur University, Bilaspur. The college promotes NSS for overall development and character building of the students as well as to extend its activity at the community level. NSS is the platform for community service. The college has adopted Ghasipur as a god Gram for its extension activity. This is the rural population to which the college belongs. Hence under NSS, the college promotes extension work bringing together the campus and the community. NSS identify the needs and problems of the community and involve them in problem-solving and help them to develop among themselves a sense of social and civic responsibility. Such activities help them to gain skills in mobilizing community participation and practice national integration and social harmony.  
**The context :** The activities need to be scheduled as per the convenience of the women who are otherwise engaged as domestic helpers or the girl children busy with the household chores. Sufficient mobilization is needed to introduce new ideas to the girl children as they lose interest very easily. Organizing health awareness programme is equally challenging as they seem to hold a strong affinity to the age-old misconceptions regarding female health pertaining to puberty and motherhood.  
**The planning and designing of programs** need to be done accordingly. The Practice In the present academic year 2016-17, village Kalmitar adopted for the social awareness activities. NSS through the Regular Activity and Special Camp activity involve the teachers, students and the villagers in Health Awareness Programmes, 'Beti Bachao and Beti Padhao' Nasha Mukti Abhiyan, Tree Plantation Day, Skill development through workshops and formation 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. No Plastic campaigns. Clean Campus Mission- Awareness program in god gram about how to keep the locality clean by using bins and discarding the use of carrying bags. Surveys among the rural people of god gram 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 mainly on the empowerment of women and girl children of the slum.  
**From the beginning** the NSS cell has concentrated mainly 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 female crowd to invest adequate time in learning skills. This is mainly because the female crowd is working as domestic helpers. **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 the college campus by the young girls raise enthusiasm among them to join higher

college of study 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

Government college Ratanpur aspires to become an institution known for 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 2016-17.Studentd have shown outstanding performance in sports tournaments in the year 2016-2017. Many students of our college were sector/University representative in Kabaddi,Vollyball, Athletics and Kho-Kho competition in 2016-2017.. 2. Faculty members are NET qualified appointed through Public Service Commission (PSC), which ensures high quality of teachers, thus

providing quality education under nominal fee structure. 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. 4. College has a beautiful infrastructure and green garden spread in 10 acres .

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.Upgradation of existing laboratories and purchase of equipment .  
2,Organization of skill development and job oriented cources by the Career Counselling and Placement Unit for students. 3. Organization of seminar and workshop. 5. Construction of rain water harvesting system in the college campus  
6. Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives 7. Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies 8. Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff . 9. Opening of new P G D CA, B C A P G cources in Hindi, Geography, commerce, Chemistry