# YEARLY STATUS REPORT - 2020-2021

| Part A | |
|---|---|
| **Data of the Institution** | |
| 1.Name of the Institution | Govt. Kavyopadhyay Hiralal College |
| • Name of the Head of the institution | Dr. B.S. Chhabra |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 07712964844 |
| • Mobile no | 9425256592 |
| • Registered e-mail | gkhc.abhanpur@gmail.com |
| • Alternate e-mail | aruprakash_669@yahoo.in |
| • Address | Rajim Road, Kathiya mod |
| • City/Town | Abhanpur |
| • State/UT | Chhattisgarh |
| • Pin Code | 493661 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affliated |
| • Type of Institution | Co-education |
| • Location | Rural |

| | |
|---|---|
| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | Pt. Ravishankar Shukla university |
| • Name of the IQAC Coordinator | Dr. Arun Prakash |
| • Phone No. | 07712964844 |
| • Alternate phone No. | 07712964844 |
| • Mobile | 9424204002 |
| • IQAC e-mail address | gkhc.abhanpur@gmail.com |
| • Alternate Email address | aruprakash_669@yahoo.in |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | http://gkhca.in/download.php |
| 4.Whether Academic Calendar prepared during the year? | Yes |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://gkhca.in/download.php |

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---|---|---|---|---|---|
| Cycle 1 | B | 2.07 | 2018 | 02/11/2018 | 01/11/2023 |

| | |
|---|---|
| **6.Date of Establishment of IQAC** | 01/12/2014 |

**7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| Higher Education of Chhattisgarh | Salary | Higher Education of Chhattisgarh | 2020/365 | 40007259 |
| Higher Education of Chhattisgarh | Contingent | Higher Education of Chhattisgarh | 2020/365 | 48291 |
| Higher Education of Chhattisgarh | Electricity | Higher Education of Chhattisgarh | 2020/365 | 295300 |
| Higher Education of Chhattisgarh | Books | Higher Education of Chhattisgarh | 2020/365 | 107135 |

| | | |
|---|---|---|
| **8.Whether composition of IQAC as per latest NAAC guidelines** | Yes | |
| • Upload latest notification of formation of IQAC | View File | |
| **9.No. of IQAC meetings held during the year** | 3 | |
| • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| • If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| **10.Whether IQAC received funding from any of the funding agency to support its activities during the year?** | No | |
| • If yes, mention the amount | | |

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

1. Proposal of new courses in M.sc chemistry and M.A in sociology and proposal for research centre in Commerce department has been

| |
|---|
| forwarded to concerning bodies |
| 2. Online awareness of Covid-19, its impact on health, preventive measures among the students by faculties through webinar, quiz,poster and video making competition, essay writing competition etc. |
| 3. Organization of webinars for faculty development of this college and theme based workshop and webinars for students and faculties of other college. |
| 4. Awareness of students on vaccination, using mask & social distancing, hygienic cleaning drive of the campus. |
| 5. Seminar on human rights in association with CG human rights commission on 8th March 2020. |

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

| Plan of Action | Achievements/Outcomes |
|---|---|
| Online teaching in the pandemic situation | Classes were held online in order to keep pace with teaching - learning exercise |
| Making and uploading audio-visual PPT of important topics and lessons | Different faculties made several audio-visual PPT and uploaded the teaching materials in the website designated by government |
| Conducting webinars and workshops for students and faculties on Covid-19 awareness, use of mask, social distancing and vaccination | Webinars and workshops were organised for students and faculties on various theme. Experts also taught physical health and hygiene |
| Conducting subject specific webinars and guest lecturers for students | Different subject specific webinars & guest lectures were organized for students |
| Organising guest lectures by career counseling cell and exam-club | Experts guided competitive examination aspirants as to how to prepare for different professional examination |

| **13.Whether the AQAR was placed before statutory body?** | Yes |
|---|---|

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| **IQAC cell** | **30/10/2021** |

**14.Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|------|--------------------|
| **2020** | **05/03/2020** |

## Extended Profile

### 1.Programme

| 1.1 <br><br> Number of courses offered by the institution across all programs during the year | **11** |
|---|---|

| File Description | Documents |
|------------------|-----------|
| Data Template | [View File] |

### 2.Student

| 2.1 <br><br> Number of students during the year | **1824** |
|---|---|

| File Description | Documents |
|------------------|-----------|
| Institutional Data in Prescribed Format | [View File] |

| 2.2 <br><br> Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **1248** |
|---|---|

| File Description | Documents |
|------------------|-----------|
| Data Template | [View File] |

| 2.3 <br><br> Number of outgoing/ final year students during the year | **568** |
|---|---|

| File Description | Documents |
|---|---|
| Data Template | [View File] |

## 3.Academic

| | |
|---|---|
| 3.1<br><br>Number of full time teachers during the year | **14** |

| File Description | Documents |
|---|---|
| Data Template | [View File] |

| | |
|---|---|
| 3.2<br><br>Number of sanctioned posts during the year | **18** |

| File Description | Documents |
|---|---|
| Data Template | [View File] |

## 4.Institution

| | |
|---|---|
| 4.1<br><br>Total number of Classrooms and Seminar halls | **15** |
| 4.2<br><br>Total expenditure excluding salary during the year (INR in lakhs) | **40,457,985** |
| 4.3<br><br>Total number of computers on campus for academic purposes | **44** |

# Part B

## CURRICULAR ASPECTS

### 1.1 - Curricular Planning and Implementation

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

**Being an unusual academic session due to impact of Covid 19, the college had to moot and follow a new strategy in delivering teaching content to students. Offline teaching was suspended for a long time barring February and March when class room teaching mode also was followed as per the guidelines of department of Higher Education**

authority.

To deliver curriculum effectively college follows a systematic plan. For example,

1. Meeting of every faculty and department in the beginning of the session where syllabus is discussed and its execution is pondered and planned. As a matter of fact all the departments are having single faculty, except Commerce and Hindi literature, different units of syllabus are classified according to to its feature of simplicity and complexity. Simple topics are taught differently while relatively difficult topics are taught with special care.

 2. Number of classes are decided according to the content of the syllabus.

3. Well pondered time table is prepared at the onset of  academic session and semester for both UG and PG classes.

4. All the faculties prepare  their monthly teaching plan in advance which is duly approved by the principal,being the administrative head.

5. All faculties prepare lesson plans according to syllabus and class assigned to them.

6. Classes are held regularly adhering the time table under the supervision of the principal.

7. To deliver  curriculum effectively a combination of teaching methods are  practiced including  a. chalk and talk method, b. ITC based teaching learning method, c. use of models and charts during lecture, e. distribution of prepared classnotes to students by faculties,  f. group discussions among the students during the class, g. Submission of project and seminar presentation by students under the supervision of respected subject teachers. Students are guided by them, h.  Providing students proper and adequate instrumentation facility.  Support is provided to students in their practical classes, i. field work  and excursions are also carried at  department level. However such activities could not be continued this year due to pandemic, students prepare project work and dissertations also. j. guest lecture by faculties of other colleges were organised online and workshops by experts were also held online, k. for the completion of syllabus in time regular assignments are given to students which help them to cover the syllabus. Despite online teaching, students were given assignments.

From this academic sessions 10 percent marks were added in the annual examination result of students of B.A., B.Com. and B.Sc. first part by the University.

8. For regular assessment of the students we have a mechanism of conducting regular class test, half yearly examination and pre final examination. This year we conducted it online. Students submitted it both online and offline.Viva Voce of the students was also conducted.

9. For academically slow learners,  we follow the mechanism of remedial and tutorial classes which help them understand the lesson rather easily. But this year faculties were available online to guide them.

10. Results of internal examinations and assignments were recorded as usual. 11. For the academic execution of teaching learning plan, college administration is always at it best keeping an eye on the departmental activities and result of students.

12. College and departmental library caters the need of the students and help them in understanding the topic of the subject in depth. Being an new normal time initial no students were allowed to visit the library. But after improvement they were provided restricted entry that too for book issue. The library facilitates number of journals of science, arts and commerce which are subscribed anually. Students can have an access to the this knowledge pool through online web and video courses. But it was not feasible this year being not a normal academic session.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | Nil |

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

Our College follows the academic calendar of Pt Ravishankar Shukla University, Raipur. We adhere to it completely. At the onset of session it is circulated among faculty members, laboratory staffs librarian and students.  Timeframe for all types of academic and cultural activities are fixed. As per university's academic calendar, the faculties need to take minimum 180 working days

classroom teaching. Different non-curricular activities like sports, cultural, NSS etc. are conducted till December.

Dates of internal and external examination have also been earmarked by University and so, as a matter of fact, college has to follows academic calendar of University. Continuous internal examination (CIE) too is a part of academic calendar. All practical examination, theory examination and viva are conducted accordingly. PG classes too have well defined academic calendar. List of national, state and local holidays are also adhered by us. Vacations of Dusehra, Diwali, Christmas and summer are properly described in the calendar which is followed by the college. The tentative dates of NSS activities and special camp is also suggested in academic activities. In this way this college follows the academic calendar for the systematic arrangement of teaching and non teaching events of the college. Being a pandemic year, the preceding academic session was not normal. As a result classes were held on-line barring a brief period of hybrid teaching of on-line plus class room teaching.  Students were asked to submit assignments both in online and offline mode. Similarly internal examinations were held on-line. Cultural activities and NSS camp could not be organised physically due to pandemic.

| File Description | Documents |
|---|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://gkhca.in/download.php |

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

| File Description | Documents |
|---|---|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

## 1.2 - Academic Flexibility

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

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

**2**

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | View File |

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

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

**Nil**

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| List of Add on /Certificate programs (Data Template ) | No File Uploaded |

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

**Nil**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | **No File Uploaded** |

## 1.3 - Curriculum Enrichment

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

**Institution integrates cross cutting issues relevant to professional ethics gender human values environment and sustainability into the curriculum: The curriculum of the courses being conducted in the institute is designed by the University. Some of the courses viz. BA political science, BA sociology, Foundation courses in English and Hindi under the graduation level involve certain issues related to gender, human values and environment.**

**By introducing certain value added courses we can enrich the curriculum on these aspects. From the upcoming year we are planning to initiate few value added courses one such course is being based on environment and sustainability.**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

5

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Programme / Curriculum/ Syllabus of the courses | **No File Uploaded** |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | **No File Uploaded** |
| MoU's with relevant organizations for these courses, if any | **No File Uploaded** |
| Institutional Data in Prescribed Format | View File |

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

**1185**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

**1.4 - Feedback System**

| **1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni** | **C. Any 2 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://gkhca.in/download.php |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | **No File Uploaded** |
| Any additional information | **No File Uploaded** |

| **1.4.2 - Feedback process of the Institution may** | **A. Feedback collected, analyzed** |
|---|---|

| **be classified as follows** | **and action taken and feedback available on website** |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| URL for feedback report | [https://gkhca.in/download.php](https://gkhca.in/download.php) |

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

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

### 2.1.1.1 - Number of students admitted during the year

**1824**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Institutional data in prescribed format | View File |

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

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

**1778**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Number of seats filled against seats reserved (Data Template) | View File |

## 2.2 - Catering to Student Diversity

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

**The institution assesses the learning level of the student and organises special program programme for advanced learner and slow learner.There is a defined mechanism for the assessment of learning level of students which involves different internal assessments like**

class test, assignments, half yearly, pre final exams etc. To promote the advanced learners different programs like quiz competition, speech competition, competitive exam preparation classes are being conducted in the institute.

To promote slow learner extra classes and extra lectures are being organised. This year being the covid-19 years all the lectures were conducted on the online platform. In this regard additional online lectures have been conducted for the slow learners.In addition to this YouTube links for different lectures recorded by the concern teacher has been provided to the students.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://gkhca.in/Extend_pro.php |
| Upload any additional information | No File Uploaded |

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

| Number of Students | Number of Teachers |
|---|---|
| 1824 | 20 |

| File Description | Documents |
|---|---|
| Any additional information | View File |

## 2.3 - Teaching- Learning Process

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

Experimental learning is an important part of leaning in this college which has been prescribed in syllabus. Students of science group conduct experiments specially in Physics,Chemist, Botany and Zoology. Students of DCA, PGDCA, Computer Science and Geography also follow it according to syllabus.

This year being an unusual covid-19 year experiential learning in which we used to take our students outside from the college like industry by Commerce department, Vidhan Sabha by Political Science Department, Agricultural forms by Science Department etc was not been possible. Even though some field projects were done by students in the geography department. While conducting the online classes we always promoted our students for participative learning by giving

**some seminar and PPT presentation. Problem solving was also been a part of online teaching learning process.**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Link for additional information | **Nil** |

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

**Teachers use ICT enabled tool for effective teaching learning process**

**This year the classes were mainly focused on ICT enabled Technology. All the subject teachers have conducted their classes by using online platforms like Google meet and zoom. During the online classes use of Power Point presentation was exercised by teachers. The contents of the course and lectures were provided to the students on their What's App group in the form of document and picture of the material.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | [View File](#) |

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

**2.3.3.1 - Number of mentors**

**14**

| File Description | Documents |
|---|---|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

## 2.4 - Teacher Profile and Quality

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

**14**

| File Description | Documents |
|---|---|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | **No File Uploaded** |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

**13**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

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

## 2.4.3.1 - Total experience of full-time teachers

**Please see the attached excel sheet**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

## 2.5 - Evaluation Process and Reforms

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

**Mechanism of internal assessment is transparent in our Institute as before the assessment decentralized time table is being circulated by online and offline mode.This year being an unusual year for teaching and learning the blended mode has been applied. Assessment was done by giving the assignment questions to the students. The time table for assignment/ assessment was circulated in the WhatsApp groups of different classes. The questions for assignment also provided at the online platform in the WhatsApp group of different classes. Students have submitted the assignment offline by following the covid-19 guidelines.**

**The assessment marks are being shown to the students of our college as regular practices. But this year it was not possible since the students were not coming to the college regularly therefore the marks obtained by them in assignment have been shown to them during the online classes.**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | **Nil** |

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

**There is a define mechanism to deal with the internal exam related grievances, it is transparent, time bond and efficient also.**

**Teachers show the corrected answer sheets to the students. If there is any disagreement or grievances regarding the correction or the marks given to the student, this is being reported to the concerned teacher by the student.The grievances are being resolved within one week time frame and therefore this mechanism is efficient.**

This year being an unusual year, the offline internal examinations were not possible. The examinations were done in the blended mode. The marks obtained by the students have been communicated them during the online classes and the grievances were also resolved on the same platform accordingly.

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Link for additional information | https://gkhca.in/student.php |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

There are specific program outcomes given for all the programs and courses being run by the institution and are being displayed properly e on the website of the institute.

Since these are being displayed on the institutional website it can be accessed by the all faculties and students easily from anywhere. Students which at newly admitted to the college are being told to go through the program outcomes so that they can understand what knowledge they are going to acquire by doing the course or program.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://gkhca.in/administrator/ssrbox/c2e29d48e93b65fdcda7ef586e37bd94.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

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

Attainment of the program and course outcomes is being evaluated by the institution regularly. The result of all the courses and programs are being analyzed at the end of each session. After the completion of course and program the progression of the student is being recorded and maintained. This Institute being an UG level Institute, maximum students who complete their courses go for attaining the PG degrees.A few of them appear for different competitive exams. Some of our students got selected in private and

**government sector. There records are also being kept with us.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional information | **Nil** |

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

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

**464**

| File Description | Documents |
|---|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | [View File](#) |
| Upload any additional information | **No File Uploaded** |
| Paste link for the annual report | https://gkhca.in/result.php |

**2.7 - Student Satisfaction Survey**

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

https://gkhca.in/download.php

**RESEARCH, INNOVATIONS AND EXTENSION**

**3.1 - Resource Mobilization for Research**

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

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

**nil**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | **No File Uploaded** |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

**2**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Institutional data in prescribed format | [View File](#) |

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

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

**nil**

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Supporting document from Funding Agency | **No File Uploaded** |
| Paste link to funding agency website | **Nil** |

**3.2 - Innovation Ecosystem**

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

**The institute always promotes its faculties and students for the enhancement and updating in their knowledge. It has organised so**

many seminars, workshops on different areas for the creation and transfer of knowledge.This year seminar has been organised by department of commerce, science and workshop has been organised on human rights awareness and use of digital teaching learning tools

The institute has organised so many national and state level seminars by different departments. This year being an unusual year the Webinars have been organised by certain departments.One of them is the national level webinar organised by department of Commerce.

The Institute promotes its faculties to take part in various International, National level conferences, seminars, workshops for getting new ideas in the field of research and innovation.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](View File) |
| Paste link for additional information | https://gkhca.in/photo.php |

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

nil

| File Description | Documents |
|---|---|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | No File Uploaded |

**3.3 - Research Publications and Awards**

**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**

**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

1

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | **Nil** |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | [View File](#) |
| Any additional information | **No File Uploaded** |

## 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

**7**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List of research papers by title, author, department, name and year of publication (Data Template) | [View File](#) |

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

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

**1**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| List books and chapters edited volumes/ books published (Data Template) | [View File](#) |

## 3.4 - Extension Activities

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

**Extension activities were carried out regularly by the NSS wing of the college for different social issues like awareness about human rights, education etc.Awareness about health related issues are also**

created by the students in the neighbouring community. Such activities Include organisation oftest camps for Sickle Cell anaemia,eye check up, blood donation campetc.in the past years.

During the current year following the covid-19 guidelines, few extension activities were carried out by the NSS wing of the college in the village named Girola, Hasda no.2, Mana basti. Students have distributed mask in the community during the covid-19 period and made people aware about sanitation and cleanliness for keeping themselves safe from covid-19 epidemic.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://gkhca.in/photo.php |
| Upload any additional information | View File |

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

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

0

| File Description | Documents |
|---|---|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year (Data Template) | No File Uploaded |
| e-copy of the award letters | No File Uploaded |

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

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

9

| File Description | Documents |
|---|---|
| Reports of the event organized | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

**20-50**

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

**0**

| File Description | Documents |
|---|---|
| e-copies of related Document | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of Collaborative activities with institutions/industries for research, Faculty | **No File Uploaded** |

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

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

**2**

| File Description | Documents |
|---|---|
| e-Copies of the MoUs with institution./ industry/corporate houses | [View File](#) |
| Any additional information | **No File Uploaded** |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | [View File](#) |

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

**The institution has adequate infrastructure and physical facilities for teaching learning activities. In our institution there are adequate infrastructure and physical facilities for the students for different teaching learning activities. There are 14 classrooms and 6 laboratories for different subjects. There are two smart boards and five multimedia projectors and also screen to display ppt. Last year when online classes were functioning faculties have been acquitted with the mobile stands to continue their online classes efficiently. There are separate laboratories for Chemistry, Botany, Zoology, Physics and Geography. There are sufficient computers in our institute for B.Sc. Computer and DCA/ PGDCA students. Two different computer labs are there. In addition to this, library also has computers with internet facilities so that student can search journals, book and lessons of that interest. The institution also has a separate English language lab for enhancing the communication skill of the students.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | [https://gkhca.in/infrastructure.php](https://gkhca.in/infrastructure.php) |

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

**The Institution is always keen for the overall development of the students by providing them cultural, sports and other facilities in addition to the regular teaching learning practices. To conduct cultural activities there is a permanent stage where students display their different cultural activities. A seminar hall is also there for conducting indoor cultural events. In addition to this portable mike and sound system and an electronic podium with sound system is also available in the college for organizing such activities. We have separate sports room and many facilities for indoor and outdoor sports events. Under the indoor games table tennis, chess, carom etc. are available for the students. Synthetic mat for conducting kabaddi competitions is also available with us which is a rare facility. Huge playgrounds are present in our college for conducting outdoor sports like kho- kho, volleyball, badminton, football, cricket and other athletics as well as track and field events.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://gkhca.in/photo.php |

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

**5**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Paste link for additional information | https://gkhca.in/geo.php |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

## 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Upload audited utilization statements | [View File](#) |
| Upload Details of budget allocation, excluding salary during the year (Data Template | [View File](#) |

## 4.2 - Library as a Learning Resource

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

**The college has procured LIBMAN software for library book circulation and report generation.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | https://gkhca.in/lib.php |

| 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources | C. Any 2 of the above |
|---|---|

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | [View File](#) |

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

## 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

**journals during the year (INR in Lakhs)**

**155605**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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

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

**55**

| File Description | Documents |
|---|---|
| Any additional information | **No File Uploaded** |
| Details of library usage by teachers and students | View File |

## 4.3 - IT Infrastructure

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

**Our institution use to purchase computes systems and updates software and IT facilities including wi-fi according to the requirement and availability of fund which is provided by the government and also generated internally. We use BSNL fibre which enables office and college works like teaching etc.**

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | **Nil** |

## 4.3.2 - Number of Computers

**52**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| List of Computers | View File |

## 4.3.3 - Bandwidth of internet connection in the Institution

**D. 10 - 5MBPS**

| File Description | Documents |
|---|---|
| Upload any additional Information | **No File Uploaded** |
| Details of available bandwidth of internet connection in the Institution | View File |

## 4.4 - Maintenance of Campus Infrastructure

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

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

**11,786**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Audited statements of accounts | **No File Uploaded** |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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

**Since both the teachers and students use to spend much of their teaching- learning time in the campus so its ambience must be very attractive, peaceful, clean and hygienic. So maintenance of cleanliness and hygiene is our top most priority. It is monitored directly by principal `and it supervised regularly by the team of principal and faculties. All office staffs are assigned various duties for maintenance of campus. They also look after the condition**

and functionality of equipments of the laboratories, water coolers, computers etc. and other gadgets etc. If needs of repair or replacement of equipment arises it is addressed to immediately. Maintenance of computers and other gadgets also arises which is done immediately due to its urgency. Cleanliness of the campus is given the utmost priority. All staffs keep an eye on cleanliness of the campus. Faculties are made in charge of different such teams who report to principal and discuss the arising problems regarding maintenance of campus, equipments, chemicals, stationery etc. Faculties and staff of Computer Science and PGDCA have been assigned duties of maintaining computer, their formatting, installation and upgrading software and cleanliness of computers etc. The office is responsible for the procurement of all sort of required stationary, equipments, gadgets, computers, computer table and chair, almirah etc. The laboratory in charge or the lab technician looks after the laboratories. Other supporting staffs help the faculties in maintaining departmental laboratory. The NSS volunteers participate in the cleanliness of the campus very actively and regularly and they are always at toes to keep the campus hygienic and clean.

However, this year was not a normal year. We had to follow new normal in several ways but cleanliness, maintenance of equipments and computers need to be addressed promptly. The entire campus, classrooms, labs, library, veranda furniture etc. were regularly sanitised again and again in order to follow norms of Covid 19. Therefore, despite new normal in teaching, the campus, laboratory equipments and computers were sanitised and maintained physically.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1433

| File Description | Documents |
|---|---|
| Upload self attested letter with the list of students sanctioned scholarship | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

**0**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

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

| File Description | Documents |
|---|---|
| Link to Institutional website | https://gkhca.in/index.php |
| Any additional information | **No File Uploaded** |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

`100`

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

`100`

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

| **5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees** | `B. Any 3 of the above` |
|---|---|

| File Description | Documents |
|---|---|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | `No File Uploaded` |

**5.2 - Student Progression**

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

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

**3**

| File Description | Documents |
|---|---|
| Self-attested list of students placed | View File |
| Upload any additional information | **No File Uploaded** |
| Details of student placement during the year (Data Template) | View File |

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

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

**>50**

| File Description | Documents |
|---|---|
| Upload supporting data for student/alumni | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of student progression to higher education | View File |

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

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

**nil**

| File Description | Documents |
|---|---|
| Upload supporting data for the same | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | **No File Uploaded** |

**5.3 - Student Participation and Activities**

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

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

**1**

| File Description | Documents |
| --- | --- |
| e-copies of award letters and certificates | **No File Uploaded** |
| Any additional information | View File |
| Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template) | View File |

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

**Institution always promotes leadership qualities among the students. For this we organise various administrative, extra- curricular and co- curricular activities in the college. Several extra- curricular and co- curricular events were organised last year mainly on digital platform, e.g., speech competition, poster making, slogan writing, video making, quiz competition etc. Students representative are included in several administrative committees like sports committee, IQAC and student council. Several ex students are in the Jan Bhagidari Samiti which is an important advisory body to guide college administration in developmental work. It is constituted by the district administrative body to work for the betterment of the college.**

**Student council is a very important body of any educational institution because it shares innovative ideas and concerns of students with the administration, faculties and staff members as to in which area they want improvement and also, how they visualise the institution. So this body also keeps an eye for the betterment and dynamic growth of the students and college. Student Council is a well structured official body of students. It is useful for the development of leadership quality among students in a democratic**

system. It is responsible for the identification of common problems of the students. It holds responsibility in organising various activities of the college and acts as a communication bridge between college administration and students. It proposes various student activities before office, teachers and administration. It may boost the academic and non academic activities and students aspiration also. It co-ordinates various activities of students of the college which in turn improves the  institution by providing feedback on various aspects to the faculties, college staff and principal so that administration gets insight of further development. To fulfil these objective president, vice president, secretary, deputy secretary and class representatives are nominated or elected in this college according to the norms set by the higher authorities or the University. Union members actively participate in various academic, cultural, social and administrative activities. Different committee has been set up for the growth and development of the students as well as college. In nutshell, Students Council may have a vision and action plan to lead the organisation to new height.

 However, being an abnormal year due to Covid-19, authorities of Higher Education and University avoided election process to constitute student council in the colleges. Process of nomination of students on merit basis was also avoided as no instruction came from higher authority. But all students and faculties kept close contact in teaching- learning, co-curricular and extracurricular activity.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://gkhca.in/ |
| Upload any additional information | No File Uploaded |

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

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

0

| File Description | Documents |
|---|---|
| Report of the event | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template) | **No File Uploaded** |

## 5.4 - Alumni Engagement

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

**Being a pandemic year alumni meet was not organised physically but a meet was called digitally. As a matter of fact our Alumni association is new and it is challenging to make old students understand its role and significance. We conveyed the role of this body in shaping the future of the institution and so it should be a proactive body to work for the betterment of the college. This year we organised online meeting and discussed issues of futuristic growth of the college. We could mobilize the participating alumni to donate their used books which could be distributed to students and could be reused and some of them agreed to it proposal. Fund raising is tuff in this college as the general perception of the existing and old student is that being a government institution it is the duty of the government to provide fund for developmental works and other activity. However, we tried our best to make them understand the importance of donating for good cause. Our message was clear that you too should shoulder your responsibility for goodness and betterment of this institution. Some of them agreed to donate money. Some of them also agreed to take class in different subject as a recourse person.**

| File Description | Documents |
|---|---|
| Paste link for additional information | [http://gkhca.in/alumni.php](http://gkhca.in/alumni.php) |
| Upload any additional information | [View File]() |

**5.4.2 - Alumni contribution during the year** | E. <1Lakhs

**(INR in Lakhs)**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

**The governance of this institution is reflective of and is in tuned with the vision and mission of our college:**

**We have created a transparent and interactive academic atmosphere where interaction between students and teachers are always encouraged by subject teachers. Maintaining higher quality in teaching- learning process is always kept in mind. To pursue our vision we use to organize programmes and workshops on carrier so that students could excel in his or her personal and professional life. Regular internal examinations help students perform better in examination.**

| File Description | Documents |
|---|---|
| Paste link for additional information | http://gkhca.in/index.php |
| Upload any additional information | **No File Uploaded** |

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

**Our college follows the principle of decentralisation and participatory management. Involvement of students in such activities enhances their leadership quality also. Different committees have been formed in our institution to ensure the proper functioning in the various aspects like Purchasing committee, student counselling, harassment redressal, anti-ragging, Red Cross, career counselling, sanitation etc. Students along with the teachers work for the welfare of society. For example, during the covid-19 pandemic, students took part in vaccination awareness campaign and mask awareness campaign. Vaccination campaign was done by volunteers of**

NSS. Principal regularly call staff council meeting for the better conduction of administration and academics. New ideas are always welcome in this regard. During the meeting discussions includes issues like admission, academic calendar, curriculum, internal and external examination and various other issues. Students or their representatives are always welcome to suggest their ideas for the betterment of student facilities and various student related issues to the administration.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://gkhca.in/index.php |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

An institute needs to have a perspective plan which is very important for us also. It needs a futuristic thought and a team work in its execution and collective work for betterment in coming years. Our strategic perspective plan include s different aspects like, admission of students, human resource development, library, ICT and physical Infrastructure and instrumentation, research and development, examination and evaluation, teaching and learning, curriculum development etc. Being a government college we work in a framework set by the government with its prescribed norms. We have several monetary regulations and also limitation of being situated in rural area. R&D at UG level is also our limitation. We are also planning to have collaboration with some institutions.

Admission of students:

The admission in the UG, PG and Diploma courses is done as per the Academic Calendar as decided by the Higher Education Department. The process of admission in above mentioned courses is being exercised following the university prescribed guide lines. At UG level the Institute offers B.Sc., B. Com., B. A. and P.G. in Hindi, Political Science, Commerce and Botany. DCA and PGDCA are being offered as diploma courses.

Admission in all the courses is done on the online platform. During the admission process merit is followed strictly. The reservation norms are followed in the admission process for ST, SC, OBC, and differently able candidates and transparency is being maintained

during the process of admission.

Human resource development:

The Institute is strongly committed towards the development of the human resource of the college whether it's the staff or the students. Different activities are being organized in this regards. The teaching staff is always supported and encouraged to take part in FDP, refresher courses, seminars and workshops to improve their skills. Faculty and students also empower their knowledge by registering themselves in different MOOCs available in the online platform viz. SWAYAM, NTPL etc.

For the improvement of quality of the staff smart board and computer training programs are also being organized to make them ICT skilled.

Library, ICT and physical Infrastructure/ Instrumentation:

The institute has a well-equipped library with a huge number of books, research journals, magazines along with ICT and other facilities. The students are equipped with so many different magazines and newspapers to get a sight about the current world. So many competitive exam based books are also available along with the course books. The regular validation and monitoring of the library is being done by the concerned librarian. The library is ICT enabled and has a separate computer section for the staff and students. Further development and enhancement of library infrastructure is being planned as per the growing needs of UG and specially PG curriculum.

For strengthening infrastructure and smooth conductance of academics the college is applying for one more computer lab apart from existing one and science laboratory to the government.

Research and Development:

Currently the college is an undergraduate college with P.G. degree Hindi literature, Political Science, Botany and Commerce. Teaching at PG level in Botany and Commerce has started from this year. Two of the faculties from Commerce Department have registered themselves as Ph.D. guide by the University. One of the faculties has one Ph.D. candidate enrolled under her guide ship. The department is pursuing University to have recognition as a research Centre. Further, the college encourages the faculties to take part in their subject oriented seminar or conference for getting updated with current R&D activities in their concern subject area so that they could take

part in research activities in the upcoming future.

**Examination and Evaluation:**

The college undergoes the examination and evaluation process as per the academic calendar as provided by the Higher Education Department of Chhattisgarh. Following the same internal, practical and theory final exam is being conducted. The internal exam includes unit test, quarterly test, half yearly and pre final examination. During the evaluation of internal exam transparency is being maintained. The answer sheets of internal exams are being shown to the students so that they can understand their flaws and perform better in the final examination. Students have been asked to take part in the internal exam seriously to make them ready for the final examination and to reduce the burden of the syllabus for the annual exam (UG) as well as semester exams (PG). During the practical exam viva-voce is conducted for both UG and PG courses as per the university scheme.

**Teaching and learning:**

All the teachers of the institution are well qualified in their concerned area and committed to make the journey of teaching and learning more interesting. Regular classes are being executed by the faculties as per the time table assigned to them. Modern teaching learning aids like use of ICT technique are being applied by them in addition to the traditional methods of teaching. Guest lecture from subject experts from other Institutions are also been delivered. Student centric methods are also being applied like presentation by students, discussions, brain storming etc. Due to Covid-19 epidemic online teaching has been exercised during the whole session on zoom platform during the whole session. However, in the month of February and March the Department of Higher Education allowed the college to conduct the theory and practical classes on offline mode also. To fill the gap between slow and fast learner extra classes were also organized.

**Curriculum Development:**

Since the college is affiliated to Pt. Ravi Shankar Shukla University, Raipur, it follows the curriculum being developed by them. For the enrichment of curriculum the college is encouraging its faculties to commence few value added certification courses in the upcoming year.

27-01-2022 06:09:32

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | **No File Uploaded** |
| Paste link for additional information | http://gkhca.in/Extend_pro.php |
| Upload any additional information | View File |

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

**The institution continuously works for the effective and efficient functioning through its administrative set up and policies. Being a government organization the appointment, service rules and different procedures etc. are as per the government norm.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Link to Organogram of the institution webpage | **Nil** |
| Upload any additional information | **No File Uploaded** |

| **6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination** | **A. All of the above** |
|---|---|

| File Description | Documents |
|---|---|
| ERP (Enterprise Resource Planning)Document | **No File Uploaded** |
| Screen shots of user inter faces | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

**6.3 - Faculty Empowerment Strategies**

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

**Several welfare measures are taken for the employees of the college including food grain advance and festival advance to class III and IV employees, uniform to class IV employees, medical reimbursement and and GPF advance to all and child care leave to all female staff as per state government norm.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | [View File](#) |

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

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

**00**

| File Description | Documents |
|---|---|
| Upload any additional information | **No File Uploaded** |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | **No File Uploaded** |

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

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

**04**

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

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

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

**07**

| File Description | Documents |
|---|---|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | **No File Uploaded** |
| Upload any additional information | **No File Uploaded** |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

**There exists annual appraisal system called CR (confidential report) framed by the Higher Education Department which is uniform for every teaching staffs of all the college of Chhattisgarh. Same system is applicable to other non- teaching staffs but CR form of sports officers, librarian and office staffs are different according to their service condition and criterion. In special case of specific**

achievement appreciation by principal is done.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

## 6.4 - Financial Management and Resource Mobilization

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

Audit, both internal and external audit is an important aspect of any institution. This college has special arrangement for financial management. Both internal and external financial audit is done from time to time. Internal audit includes the utilisation of funds generated by Jan Bhagidari Samiti and also by self financing scheme. Both are funded by the students and are audited by a certified chartered accountant. The audit utilisation of the fund received from UGC is also done by CA. Regarding the funds received from internal agencies there is a mechanism of departmental audit which is done from time to time by the department of Higher Education and also by the officials of Accountant General Office of Chhattisgarh but it is not done every year.

External and internal audit of fund generated by self finance and Jan bagidari is done regularly. External audit is done by CA whereas internal audit is done by a committee consisting of college staff. Objection if any is rectified by the college administration Cross checking of fee receipts is also a part of internal audit done by a committee constituted by the principal.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | [View File](View File) |

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

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

| | |
|---|---|
| **00** | |

| File Description | Documents |
|---|---|
| Annual statements of accounts | **No File Uploaded** |
| Any additional information | **No File Uploaded** |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | **No File Uploaded** |

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

**College gets its fund from RUSA and higher education of state Govt. In addition to this a bit of revenue is generated from Janbhagidari samiti fees and self finance department. For the efficient mobilization of fund, all the departments are asked their requirements at the onset of the session. As per the need of various departments and availability of fund the strategy is chalked out for the allocation. As per the need and availability of funds and suggestion of teachers, library use to purchase books. Similarly chemicals and equipments are also purchased by inviting bids and quotation. All purchases are approved by the purchase committee.**

| File Description | Documents |
|---|---|
| Paste link for additional information | **Nil** |
| Upload any additional information | <u>View File</u> |

## 6.5 - Internal Quality Assurance System

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

**Following are the contributions of IQAC for institutionalizing the quality assurance strategies:**

**1. New courses have been started for the students from the session 2020-21.Courses like B.Sc. in Computer Science, PG in Commerce, M.Sc. in Botany has been started in the college as per the proposal submitted by the college to the higher authorities.**

**2. Development of e content for website cgschool.in in the form of video lecture and online study material by all the faculty members**

of the college.Video lectures were also uploaded on YouTube channel by many faculties so that student can have access to these course contents during the covid-19 pandemic.

3. To boost the creativity inside the students several competitions were organised on the digital platform during the covid-19 pandemic including short film making competition, poster making competition, speech competition etc.

4. Various workshops and seminars on different subjects were organized on the digital platform by various departments: including department of Commerce, Political Science, NSS, Red Cross etc.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://gkhca.in/minute.php |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institute reviews its teaching- learning process and learning outcomes regularly through IQAC set up. The result is analysed annually for all programmes and courses. The progression of the students is also recorded and analysed. For the efficient conduction of teaching- learning process we follow academic calendar and continuous assessment is exercised. IQAC keep a watch on it. However, being a pandemic year most of the time classes were held online and students progress was assessed by giving them assignments and various activities which were displayed digitally. All the concerned teachers maintained the records regularly.

| File Description | Documents |
|---|---|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

| **6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for** | C. Any 2 of the above |
|---|---|

**improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | http://gkhca.in/minute.php |
| Upload e-copies of the accreditations and certifications | **No File Uploaded** |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

## INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 - Institutional Values and Social Responsibilities

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

**Our institute is already rich in female human resource. Number of female students enrolled is more as compared to the number of male students enrolled in the institute. Out of fourteen regular teaching faculties twelve are female staff. To promote the gender equity online debate competition has been organised on the topic "Arthik atmnirbharta avam mahila sashaktikaran". International women's day was celebrated by conducting webinar on the topic "Mahila sashaktikaran main manav adhikar ki bhumika". It was organised in collaboration with C.G. Human Right Commission.**

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | Annual Gender Sensatization action plan/Anti sexual harassment committee (http://gkhca.in/Extend_pro.php) |
| Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Girls common room (http://gkhca.in/infrastructure.php) |

| 7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment | D. Any 1 of the above |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged Photographs | View File |
| Any other relevant information | No File Uploaded |

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

To keep the environment green and sustainable proper waste management should be there. For the management of solid waste: 1. Bio-degradable waste is being utilised in the formation of compost by making pit. 2. Non biodegradable waste like paper waste is being collected for recycling.

Management of e-waste: E-waste is being collected for recycling. The policy for recycling it will be made in the upcoming years.

Management of hazardous chemicals: The labs in our institute avoid the use of such chemicals which are hazardous for the human health and environment. Even though hazardous waste created if any is being disposed safely.

Radioactive waste: There is no emission of any radioactive waste in our institute.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | View File |

| 7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks | D. Any 1 of the above |
|---|---|

and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | [View File](#) |
| Any other relevant information | **No File Uploaded** |

## 7.1.5 - Green campus initiatives include

| 7.1.5.1 - The institutional initiatives for greening the campus are as follows:<br><br>1. Restricted entry of automobiles<br>2. Use of bicycles/ Battery-powered vehicles<br>3. Pedestrian-friendly pathways<br>4. Ban on use of plastic<br>5. Landscaping | **B. Any 3 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Geo tagged photos / videos of the facilities | [View File](#) |
| Various policy documents / decisions circulated for implementation | **No File Uploaded** |
| Any other relevant documents | [View File](#) |

## 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | **B. Any 3 of the above** |
|---|---|

| File Description | Documents |
|---|---|
| Reports on environment and energy audits submitted by the auditing agency | View File |
| Certification by the auditing agency | View File |
| Certificates of the awards received | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

| | |
|---|---|
| **7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment      5. Provision for enquiry and  information : Human assistance, reader, scribe, soft copies of reading material, screen              reading** | **D. Any 1 of the above** |

| File Description | Documents |
|---|---|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | **No File Uploaded** |
| Details of the Software procured for providing the assistance | **No File Uploaded** |
| Any other relevant information | **No File Uploaded** |

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

**The institute always work for providing an inclusive environment in terms of cultural, socio-economic, communal and regional harmony. Several cultural and literary activities are being organised in this regards. Cultural activities like dance, singing, drama etc. are being performed by students. Literary activities like speech,**

**debate, poetry, essay writing competitions involve various subject based on unity in diversity. Seven day NSS camp is being conducted to promote harmony and inclusive atmosphere. This year being unusual year only few of such activities have been organised by using the online platform.**

| File Description | Documents |
|---|---|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | [View File](#) |
| Any other relevant information | **No File Uploaded** |

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

**Sensitization of students and employee towards constitutional obligations is highly important. 'Constitution Day' is celebrated every year on 26th November. Display of preamble of constitution is there in form of cut-outs. So that students learn about their fundamental rights, duties and responsibilities. The above mentioned topics are already included in the UG and PG course.**

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | [Photos in the gallery of college website (http://gkhca.in/photo.php)](http://gkhca.in/photo.php) |
| Any other relevant information | [Part of syllabus uploaded in 1.3.1](#) |

| | |
|---|---|
| **7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff          4. Annual awareness programmes on Code of Conduct are organized** | **D. Any 1 of the above** |

| File Description | Documents |
|---|---|
| Code of ethics policy document | **No File Uploaded** |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | **No File Uploaded** |
| Any other relevant information | [View File](#) |

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

**Institute celebrate several days of national and international importance. National importance days being celebrated are Independence day, Republic day, Constitutional day, Yoga day, Teachers Day, Youth Day, Shaheed Bhagat Singh Jayanti, Khudiram Bos Jayanti, Human Right day**

| File Description | Documents |
|---|---|
| Annual report of the celebrations and commemorative events for the last (During the year) | **No File Uploaded** |
| Geo tagged photographs of some of the events | [View File](#) |
| Any other relevant information | **No File Uploaded** |

## 7.2 - Best Practices

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

**Best Practices I**

**Title of the practice:Organization of healthcamps and health promotional activities**

**Objectives of the practice:Following are the objectives of this practice:**

- **Organize different type of  health checkup camps**
- **Organize blood donation camps to serve the need of healthy blood for the community.**

- Create healthy human resource for the society.
- Create awareness about importance of good health among students

The context:Govt. K. H.College, Abhanpur, being placed in rural area has maximum students from different villages in its surrounding area. The plight of health services is not up to the mark in this area. Secondly most of the students are from financially weaker sections which are busy with earning their livelihood thus ignoring the importance of good health in life. The college is playing its guardianship to such students in terms of organizing such health checkup and health promotional activities.

Abhanpur area covers students from certain community where sickle cell anemia is a very common problem which affects the health of present as well as the future generations. Organization of sickle cell checkup camp is beneficial in overcoming this problem.

The Practice: Different kinds of health checkup camps are being organized in the institute under the collaboration of IQAC and Youth Red Cross Society of the college. The practice involves organization of Sickle cellcheckup camp, Blood Donation camp, Eye checkup camp, general health checkup camp etc.

In addition to this awareness about health related issues is generated by organizing programs like guest lectures, speech, poster and slogan making etc.

Evidence of success:

Details of various camps organized in the college

S.N.

Session

Name of camp

Date

No. of Students took part

Remark

1.

2017-18

Sickling   test

15.11.17

98

20 students came positive

2.

2018-19

Sickling   test

14.12.18

202

25 students came positive

3.

2019-20

Blood donation camp

14.11.19

44

39 students were found eligible for blood donation

4.

2020-21

No camp has been organized due to Covid-19 pandemic

Details of various health awareness activities organized in session 2020-21

S.N.

Name of activity

Date

No. of Students took part

 No. of Students attended

1.

Poster, slogan making on AIDS awareness

1-12-2020

10, 08

-

2.

Speech on AIDS awareness

12-01-21

12

42

3.

Webinar on "Impact of pandemic Covid 19 on mental health and importance of vaccination" by the doctors of Dr. BhimraoAmbedkar Memorial Hospital, Raipur

08-06-21

81

81

Problem encountered and resource required:

- Hesitation and fear among students in taking part in such heath check-up camp.
- Social enigma among students especially in case of sickle cell, if tested positive which may create problems in setting their marriages.
- Fear of losing health after blood donation.
- Some students do not want to go through pain full experience.
- It is difficult for the overburdened staff to arrange such activity.
- Financial constrains.

Best Practices II

Title of the practice: Environmental conservational programs

Objectives of the practice:

- To create awareness about sustainable development and environmental conservation.
- Involve students towards plantation and other environmental conservational activities.
- Tomake students understand the importance of clean and green atmosphere.
- To keep the college and surroundings free from pollution.
- To make the college campus clean and green.

The Context:

Environmental pollution is a big problem faced by today's world. Creating awareness about environmental issues among students and involving them in to environmental conservational activities is certainly a good practice towards combating environmental challenges.

The Practice:Different environmental conservational activities are being organized by various departments of the college.

I. Department of Chemistry and Botany has organized two days

National Seminar on "Environmental conservation and sustainable development "on 16-17 January 2018. Under this resource persons from eminent research institutes have delivered lectures on environmental issues and its solutions.

II.  Department of chemistry commemorates Plastic Bag Free day in the month of July (since International Plastic Bag Free day is celebrated on 3rd July) every year. In this program various activities are organized to make the students aware about bad effects of plastic on our environment.

III. Department of Botany organizes 'Green Day' every year in the month of July/August to make college community understand the importance of plant in our lives. Under this program plantation is done along with several other activities.

IV. College has MOU with green army which is an NGO for creating awareness and involving student in environmental promotional activities.

V. From Red Cross and NSS wing also environmental conservational activities and plantation is being done.

 Evidence of  Success:

I. Two days National Seminar on "Environmental conservation and sustainable development " : On 16-17 January 2018 Chhattisgarh Council of Scientific Research (CGCOST) sponsored seminar was organized, where80 abstract from various research fraternity have been submitted. During the seminar 40 papers were presented.

II. Celebration of Plastic Bag Free Day

S.N.

Academic Session

Date of Celebration

Activity Organized

No. of Students taken part

1.

2018-19

**27July 2018**

**28 July 2018**

**Essay writing on"Meraprayas plastic bag mukt ho vikas"**

**Slogan/poster**

**Speech**

**20**

**09**

**06**

**2.**

**2019-20**

**13 Aug 2019**

**14 Aug 2019**

**Essay writing on "Meraprayas plastic bag mukt ho vikas"**

**Slogan/poster**

**Speech**

**22**

09

07

3.

2020-21

13 July 20

e-Slogan/poster

online Speech

11

09

III. Celebration of " Go-Green Day":

S.N.

Academic Session

Date of Celebration

Activity Organized

1.

2018-19

04-08-2018

Slogan/poster making, plantation, Go Green rally

2.

2019-20

10-08-2019

Slogan/poster making, plantation, Go Green rally

Problem encountered and resource required:

- Hesitation among students in taking part in such programs. Strong motivation is required.
- Proper care of new plants is required. Scarcity of man power makes it difficult.
- Some of the students/ NCC cadets have been assigned duties of taking care of plants but during vacations and exams it becomes difficult when they do not turn up to the college.
- It is difficult for the overburdened staff to arrange such activities.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://gkhca.in/photo.php |
| Any other relevant information | http://gkhca.in/Extend_pro.php |

## 7.3 - Institutional Distinctiveness

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

The academic progress of students is our priority. To achieve the same following initiatives are being taken by the college:

(a) Emphasis on student centric teaching learning process to make the journey of learning more interesting for the students.

(b) Flipped classroom and blended teaching learning approach is being used in our Institute.

(c) Regular class test and assessment is being exercised to improve the performance of students in the final examination.

(d) Apart from the classical method of teaching learning modern teaching aids are also being applied by the teachers.

(e) With vast syllabus in certain subjects students were given self study based assignment so that the syllabus could be completed in the given time frame.

(f) Individual and group projects in certain subject is being done by the students.

(g) Seminars, group discussions are being organised.

| File Description | Documents |
|---|---|
| Appropriate web in the Institutional website | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

(a) Proposal for new Value Added Courses for the next academic year.

(b) Proposal for starting new courses like BCA and some diploma courses and enhancement of seats in UG and PG level courses

(c) Setup of Research Centre in commerce department

(d) Staff will be encouraged to publish more research papers and take some research project

(e) Efforts will be taken to organise seminar/ webinar, workshop, lecture etc. in subject oriented and other area for the better development of students

Industrial visits in nearby industries so that student can have an exposure of industrial environment.