



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Govt. Kavyopadhyay Hiralal College
• Name of the Head of the institution	Dr. P.R. Sahu	
• Designation	Principal In Charge	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	07712964844	
• Mobile no	9009201100	
• 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	Affiliated	
• 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/administrator/ssrbox/a0d0cf8a2b1e044df415eb441b8a8b74.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://gkhca.in/administrator/ssrbox/72c69555d14ec8a05e9a273b9945f4c5.pdf				
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	2022/365	48244222
Higher Education of Chhattisgarh	Electricity	Higher Education of Chhattisgarh	2022/365	70000
Higher Education of Chhattisgarh	Books	Higher Education of Chhattisgarh	2022/365	25000
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			5	
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. Starting new courses in M. Sc. Chemistry, M.A. Geography and M.A. Sociology in the college.				
2. Starting construction of a separate laboratory and two classrooms in the college.				

3. Two Value Added Courses were completed in the college.

4. National seminar and workshops were organised in the college.

5. Career counselling cell organised several programmes for the career advancement of the students.

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
a. It was decided to organize classroom teaching regularly as things became quite normal after Covid.	Classroom teaching was executed as per the fix time table.
b. Time table of all the class was prepared at the beginning of the session.	Time table was followed as per the decision.
c. Blueprint of timeline of internal examination, tests and assignments were decided at the beginning of the session.	The plan was executed as per the decided timeline.
d. To enhance the quality of students Value Added Courses in different streams were planned.	Two value added courses were organized successfully by science and commerce department.
Various informative and motivational seminars as well as extracurricular activities were proposed for the session.	Various activities were conducted and executed as per chalked out plan.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC Cell	30/11/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021	31/01/2022

15.Multidisciplinary / interdisciplinary

The Institute follows the university guidelines to implement all its courses and programmes. The university has not implemented NEP in the curriculum of college. In the next phase NEP may be implemented in our institution also, if it is included in the syllabus of university. So far we don't implement multidisciplinary or interdisciplinary programme.

16.Academic bank of credits (ABC):

There is no credit system policy in our university. We are bound to follow the university guidelines and prescribed syllabus. However, according to the instruction of UGC the students were guided to open their digi Locker to keep their documents and certificates in digital platform of Google. Till now the students who wants to drop without completing their degree can join again, but they have to give gap certificate certified by the notary. Yet there is no provision of providing certificate and diploma program based on their completed program as per the new education policy.

17.Skill development:

To develop skills among the students of this college, many value added courses were arranged in the session. The department of science and commerce organized these courses to develop distinct educational and communication skills among the students. The students participated in all these courses with great zeal and learnt about the upcoming dimensions of their subject.

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

The medium of instruction of this college is Hindi since the lingua franca of this area is Hindi. The Chhattisgarhi dialect is prevalent among the natives and so it is frequently used in our cultural programme. So the college follows the traditional knowledge system which is an integral part of Indian culture. Sometimes the faculties also use their dialect in teaching to make them comfortable and arouse their interest in the topic. Now online teaching, webinars and add-on courses have become a popular way to spread knowledge which may be considered as the extension of our knowledge system. We promote the inbuilt ethos of Indian culture to promote national brotherhood, social harmony and respect to elders as well as become

ethically gender sensitive.

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

Our college follows the syllabus designed and approved by the university. The outcome of each course and programme is accomplished both in theoretical practical teaching. All the faculties are focused about achieving the objectives of their programme and courses they are dealing with. In nutshell, the stress of our teaching is the outcome based education as it helps the students in not only the annual examination but also in the competitive examinations.

20.Distance education/online education:

Being an affiliated College we are not authorized to implement any distance learning course as only the higher authority can ask any institution to do so. During the Covid pandemic we have applied online teaching extensively followed by blended mode of teaching and learning but from the current academic session we are back to the practice of normal classroom teaching. Online method of education is in practice in term of lecture in value added classes as well as work shops from experts of concern area from distant Institutes and places.

Extended Profile

1.Programme

1.1	14
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2421
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1738
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	733
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	25
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	42
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	1396405
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	47
Total number of computers on campus for academic purposes	

Part B**CURRICULAR ASPECTS**

1.1 - Curricular Planning and Implementation

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

Fulltime classroom teaching was done in this academic session. To deliver the curriculum effectively college followed a systematic and well pondered plan.

1. At the onset of the session, meeting of the faculties of all departments was called, where the syllabus was discussed and its execution was contemplated and planned separately.

2. All concerned teachers prepared lesson plans according to the syllabus and class assigned to them. 3. Classes are held regularly following the timetable under the supervision of the Principal.

4. In order to deliver the curriculum effectively a combination of different teaching methods was practiced in addition to the chalk-and-talk method:

ICT-based teaching-learning method,

Use of models and charts during lectures,

Distribution of prepared class notes to students by faculties,

Classroom project and seminar presentation by the students under the supervision of teachers,

Fieldwork and excursions were also carried out at the departmental level.

Guest lectures by faculties of other colleges were organized.

5. For regular assessment of the students we had a mechanism of conducting the regular class tests, half-yearly examination, and pre final examination.

6. For slow learners, we followed the mechanism of remedial type and tutorial classes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://gkhca.in/administrator/ssrbox/8dea10b16dc90b1adf880594efba588c.pdf

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

Our institution adheres to the academic calendar provided by Pt. Ravishankar Shukla University, Raipur. We simply follow it. At the beginning of the session, the syllabus is circulated among all the concerned college staff including faculty members, laboratory staff, librarian, and the students. All academic and cultural activities are carried out as per a fixed timeline. As per the university's academic calendar, the faculties need to take a minimum of 180 working days in a session. PG classes follow the semester system. Different non-curricular activities are carried out till the month of December. Dates of internal and external examinations have also been earmarked by the University and so, as a matter of fact, the college has to follow the academic calendar of the University. Continuous internal examination(CIE) is a part of the academic calendar. All practical, theory examinations and viva voce are

conducted accordingly. A list of national, state, and local holidays is also adhered to by us. The vacations for Dushera, Diwali, Christmas, and summer are clearly described in the calendar, which the college also follows. The tentative dates of NSS activities and organizing NSS camp have also been suggested in the academic calendar. In this way, this college follows the academic calendar of the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://gkhca.in/administrator/ssrbox/72c69555d14ec8a05e9a273b9945f4c5.pdf

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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

02

File Description	Documents
Any additional information	View File
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)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

172

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

1.3 - Curriculum Enrichment

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

Our institution integrates cross-cutting issues relevant to professional ethics, gender equality, human values, environment and sustainability. As a matter of fact, the curriculum of all the courses is designed by the University and these issues have been intergraded in the syllabus itself. We implement them in teaching which is highly desirable for proper and ethical learning. Some of such topics are earmarked in the courses of political science, sociology, geography and in the compulsory foundation courses of English language and Hindi language at the graduation level of all streams. Cross cutting issues like gender equality and respect, human values, human rights, protection of environment and sustainable development etc. are taught in different class. The students of all streams at the graduation level read environmental studies compulsorily. The students of geography read environmental issue and sustainable development exclusively. Similarly the students of economics and sociology study topics on gender based socio- economic issues.

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

6

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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

1469

File Description	Documents
Any additional information	View File
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

C. Any 2 of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://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	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://gkhca.in/administrator/ssrbox/48d57ee473a627f06977133a6d8b4622.pdf

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**

2441

File Description	Documents
Any additional information	View File
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

2382

File Description	Documents
Any additional information	View File
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

Our institution assesses the learning level of the student through the mechanism of internal examination. Special programs are organized for the advanced learners and slow learners. There is a defined mechanism for the assessment of the learning level of the students which involves internal assessments like class tests, assignments, half-yearly examination, pre-final examination etc. Different programs like quiz competitions, debates, extempore, speech competition, presentation of a topic through PPT, etc. are also organized in the institute to promote advanced learners. They are helped to prepare for the competitive examination also. On the other hand, extra classes and extra lectures are organized and for the slow learners for their academic growth. In addition, YouTube links of different lectures were also provided to the students. Our faculties also have prepared such video lectures which are available on YouTube.

Science exhibition is organized every year for the advanced learners to showcase their expertise and they are encouraged with momento's in annual function.

File Description	Documents
Paste link for additional information	https://www.gkhca.in/administrator/ssrbox/3a6590bd14e374cd8d60c27caacc6f60.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2441	25

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

Experiential learning is a significant part of teaching learning process and sharing knowledge in our college. Some are prescribed in the syllabus of different class. Students of science group conduct experiments especially in the stream of science where they experience different realities in the laboratory. Students from commerce department have gone for industrial visit to C Mart in the village Chataund and Educational trip to Vizac (Vishakhapatnam). The students of geography also conduct practical and surveys inherent to their syllabus which is purely experiential in nature. In village surveys, they confront many aspects of the real world which are in fact taught as theoretical issues in the textbook. Field project reports were completed and submitted by the students of the geography department. The students were involved in various teaching and learning activities, like making charts related to their curriculum and decorating their classrooms. Various competitions are also organized in the departmental level. The students are motivated and given the responsibility to organize various programs and mostly the students take active participation in the execution of programs organized by the departments under the supervision of the faculties.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://gkhca.in/curricular.php

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

In our college, teaching was done in offline mode this year but the use of ICT technique was also followed as the audio- visual mode of learning is considered to be very effective. Technological aid in smart class room like smart board and projectors are used by the faculties. Projectors are installed in several classrooms. The

faculties prepare their own PPTas part of the teaching-learning process. The students of all the streams are also motivated to present their PPT presentations by using this method. For some student such presentation is very exciting.

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

25

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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	View File
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****7**

File Description	Documents
Any additional information	No File Uploaded
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.

The mechanism of internal assessment is transparent in our institution. Internal assessment involves regular class test, half yearly and pre final examination. The timetable of the internal examination is displayed on the notice board and in What's App groups of different class. The question papers of various subjects are made following the pattern of the final examination of the university. The answer sheets of examinations are properly checked. The marks, as well as answer sheets, are shown to each student. In the parent-teacher meeting, the marks obtained by the students are shown to the parents. In case of poor performance, the student is counseled for better performance in the final examination.

File Description	Documents
Any additional information	View File
Link for additional information	NA

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

In our college, we follow a defined mechanism to deal with the grievances related to the internal examination which is transparent, time-bound, and effective. Teachers show the valued answer sheets to the students. If there is any disagreement or grievance regarding the correction and allocation of marks the concerned teacher looks into the matter. The grievances are resolved within one week time and therefore, this mechanism is efficient. All the internal examinations were conducted in the class room. The marks obtained by the students were shown to them in the class room. The grievances were also resolved promptly in the class room itself.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://gkhca.in/administrator/ssrbox/c7ce8ebdf507fdc77142b7a93332aa20.pdf

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.

In our college, there are specific programme outcomes for all the programmes and courses being offered by the institution. Such programme outcomes are properly displayed on the website of the institute. As a result, it can be accessed by all the students easily from anywhere and anytime. All newly admitted students are asked to go through the programme outcomes displayed on the website of the college of their specific course so that they can understand what specific knowledge they are going to acquire after completing the course or programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.gkhca.in/administrator/ssrbox/c2%20e29d48e93b65fdcda7ef586e37bd94.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.

The attainment of the programme and course outcome is evaluated by the institution regularly. The result of all the courses and programs are analyzed at the end of the session. After the completion of the course and programme, the progression of the student is recorded and maintained. Till recently this Institute was a UG-level institute, and as a result, several students used to go to other college to peruse their PG degree. But gradually several new PG courses were started in this college and now students progression can be measured easily now. A few students appear for different competitive examinations. Some of our students are got selected in the private and government sector job. Such records are also kept with us.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gkhca.in/administrator/ssrbox/c2e29d48e93b65fdcda7ef586e37bd94.pdf

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

525

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	View File
Paste link for the annual report	https://gkhca.in/administrator/ssrbox/4522ca2ac37f19fcb7bd88dd0e5a0532.pdf

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/administrator/ssrbox/76fc10112f89bf35600f385a2a5392a0.pdf>

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	View File
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)	View File

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

3

File Description	Documents
Any additional information	View File
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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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 their knowledge. It organizes seminars, workshops and Value Added Courses on different areas of knowledge, relevance and interest for the creation and transfer of knowledge. Our institution promotes its faculties to take part in various international and national level conferences, seminars, and workshops for getting new ideas in the field of current research and innovation. Our institution is situated in a rural background and has constraints of infrastructure and manpower. However, it has created an ecosystem generating hunger for innovations and has taken initiatives for the creation and transfer of knowledge to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NA

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

4

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

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

0

File Description	Documents
URL to the research page on HEI website	http://gkhca.in/Research_Innovation.php
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

12

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

2

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 are carried out regularly by the NSS unit of the college for different social issues like awareness about human rights, hygiene, environmental up gradation, gender issue, female education, etc. Awareness about health-related issues is also spread by the students in the neighboring community of the college. Such activities included the organization of test camps for Sickle Cell anemia, eye check-ups, blood donation camps, etc. The volunteers of NSS planted tree in Mana village and also spread awareness to vote in the assembly election. NSS camp was organized in Bendy village where the volunteers performed several extension activities and sensitized people for cleanliness, health and hygiene.

File Description	Documents
Paste link for additional information	http://gkhca.in/nss.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

03

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

08

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

3463

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	View File

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

4

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.

So far it had adequate infrastructure and physical facilities for teaching-learning ecosystem but in recent past the institution has registered growth in starting new courses for the students. So now it needs more classrooms and laboratories. The institution has rather adequate infrastructure and physical facilities for teaching and 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 screens to display PPT and online presentation. There are mobile stands also which help the faculties during online teaching. There are separate laboratories for Chemistry, Botany, Zoology, Physics, and Geography. There are sufficient computers in our institute for B.Sc. Computer Science BBA, DCA, and PGDCA students. Two different computer labs are there. In addition to this, the library also has computers with internet facilities so that students can search journals, books, and lessons of their interest and relevant topics. The college also has an English language lab for enhancing the communication skill of the students of English. Two new class rooms, a laboratory and one wash room are being constructed right now which would hopefully become functional from the next academic session.

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

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

As an institution, our college is always keen on the overall development of the students by providing them cultural, sports, and other extracurricular facilities apart from the regular teaching-learning practices. There is a permanent stage built in the central place of the college building where students display their different cultural activities with great passion and enthusiasm. There is a seminar hall also for conducting indoor cultural events. In addition to this, we have portable mike and sound system and an electronic podium equipped with a sound system for organizing such activities

without any external borrowing or support. We have a separate sports room also with many facilities for indoor and outdoor sports events. Under the indoor games table tennis, chess, carom, etc. are available for enthusiastic students. A synthetic mat for conducting kabaddi is also available in our college which is a rare facility available in a college. We have huge and walled playground in our college for conducting outdoor sports events like kho-kho, volleyball, badminton, ball badminton, football, cricket, and other track and field events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gkhca.in/sports.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)

NA

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
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)

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	http://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 toe-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)

46460

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

120

File Description	Documents
Any additional information	View File
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 frequently updates its IT facilities including Wi-Fi. Our institution has regularity in purchasing and using computer systems and updating software and IT facilities including Wi-Fi according to the requirement and availability of funds. Fund is provided by the state government. Computers are purchased by using internally generated funds. We use BSNL plan which enables office works apart from college works like teaching, official meeting etc.

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

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	View File
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	View File
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)

1075307

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.

For the maintenance and utilization of physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. the principal, official staffs and concerned technicians are always vigilant. Maintenance, cleanliness and hygiene of the physical facility is the top priority of our college administration. It is monitored directly by the principal under the supervision of a team. The office staff is assigned in

various duties for the maintenance of the campus, its cleanliness, and sanitation. They also look after the condition and functionality of academic facilities like laboratory equipments, water coolers, computers, and other gadgets. In the need for repairing or replacement of equipment, it is addressed immediately. Faculties are made in charge of different teams who report directly to the principal. They discuss the arising problems related to equipment, shortage of chemical, stationery, etc. Faculties and staff of Computer Science and PGDCA have been assigned duty of maintaining computers, their formatting, installation and up gradation of software, cleanliness of computers, etc. The office is responsible for the procurement of stationary, equipment, gadgets, computers, computer table, chairs, almirahs, etc. The laboratory in charge looks after the laboratories. The campus, classrooms, labs, library, veranda, furniture, etc. are regularly sanitized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NA

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

1876

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefitted 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 benefitted 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/photo.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

300

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

300

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
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

6

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

114

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

0

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)	View File

5.3 - Student Participation and Activities

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

during the year

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

0

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

In this academic session also the authorities of the Higher Education Department and Pt. Ravishankar Shukla University did not directed the college administration to conduct the election to constitute student councils or student union of this state. However, considering the significance of overall development, this institution deliberately promotes leadership qualities among the students both directly and indirectly. Various extracurricular and co curricular events were organized last year to boost their leadership quality, e.g., essay writing, debate competition, poster making, creative slogan writing, video making, quiz competition etc. Student representatives are involved in several administrative committees like the sports committee, cultural society, departmental council, IQAC etc. Several previous students of this college are in the Jan Bhagidari Samiti which is a significant advisory body constituted by the district administration on the advice of political body. Main function of this committee is to recommend the college administration various developmental works. The different committees have been set up for the growth and development of the students. All the faculties keep close contact with the students in teaching-learning process, co-curricular and extracurricular activities with an objective to rouse their innate leadership quality.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

100

File Description	Documents
Report of the event	View File
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)	View File

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

Nowadays the alumni association contributes much in the development of an institution throughout the world. There is a registered alumni association in our college also which contributes in the development of the institution through financial and other materialistic as well as intellectual support. However, their contribution is not significant in this college. As a matter of fact, our Alumni association is rather new and it is challenging to make old students understand the role of this forum and its significance. We have conveyed the old students 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 also we organized alumni 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 gladly agreed and donated books for the students after that. So far as our experience is concerned, fund raising is tough from the alumni in this institution but some of them agreed to take class in different subject as a resource person.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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 tune with the vision and mission of our college. To realize the desired vision and mission we have created a transparent and interactive academic ecosystem. Interaction between students and teachers are always encouraged by faculties and subject teachers. Maintaining higher quality in teaching- learning process is always kept in mind. To follow our vision, we use to organize programmes and workshops for students career so that students could excel in their personal and professional life. Regular internal examinations help students perform better in the examination because examination is the ultimate method of personal growth. The governance of the institution is reflective in the internal administration also. Office of the principal is transparent and open to students. Any student can approach to the principal any time.

File Description	Documents
Paste link for additional information	https://www.gkhca.in/ , https://www.gkhca.in/miission.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 decentralization and participatory management. Involvement of students in academic, cultural and other extracurricular activities enhances their leadership quality also. Different committees are formed in our organization to ensure the proper and transparent functioning of the college in the aspects like purchasing committee, audit committee, student counseling committee, harassment redressal committee, anti-ragging committee, red cross society, career counseling cell, etc. The students participated in different sports and cultural forum also. At the onset of new session, the principal called for the staff council meeting for the smooth administrative functioning as well as academic and extracurricular activities in a decentralized manner. New ideas of the students are always welcome in this college. Students or their representatives are always taken care of regarding their suggestions or ideas for the betterment of students. In fact the administration wants the students of this college to become proactive and participative in managing different aspect of the college. Several committees have been formed where different faculties participate directly to manage various academic and administrative functions.

File Description	Documents
Paste link for additional information	https://gkhca.in/nss.php , https://gkhca.in/redcross.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 with a vision of growth. It needs a futuristic visualization and a team-work for its execution. Hence collective work for the betterment of the college

in coming years is highly desirable. Our strategic perspective plan includes different aspects of the institution, viz., starting new courses, growth in admission, human resource development, modernization and enriching the library, providing better sports facilities and encouraging the students to performing well in various competition organised in and outside the institution, providing better ICT and physical infrastructure, up gradation of laboratory instrumentation, research and development, continuous examination and evaluation, innovative and attractive teaching-learning, curriculum development etc. Being a government college we work in a framework set by the government with its prescribed norms and procedure. We have to follow several monetary regulations of the government. Again, our limitation of being situated in the rural area is also important. Research and development at UG level is our constraint. However, with the opening of M.Sc. in botany and chemistry, change may appear in the coming year. We are also planning to have collaboration with some institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gkhca.in/value.php
Upload any additional information	No File Uploaded

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

The institution continuously works for the effective and efficient functioning through its administrative set up and policies. Being a government organization we follow the appointment norms and service rules and different procedures decided by the state government. All sort of appointment is the exclusive right of the state government. The service rules are also decided by the state government. Similarly all official procedures are followed as per official norms.

File Description	Documents
Paste link for additional information	http://gkhca.in/staff.php , http://gkhca.in/nonstaff.php
Link to Organogram of the institution webpage	https://gkhca.in/organa.php
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
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 practiced for both the teaching and non teaching staffs including food grain advance and festival advance to the class III employees and class IV employees, distribution of uniform to the class IV employees, medical reimbursement and GPF advance to all staffs. The child care leave to female staff members is also granted as per need according to the state government norms.

File Description	Documents
Paste link for additional information	NA
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

0

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

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

3

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

7

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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 an annual appraisal system called confidential report(CR) which is framed by the authority of the Higher Education Department. It is uniform for all teaching staff of all the colleges of Chhattisgarh state. The same system is applicable to other non-teaching staff but the Confidential Report form for sports officers, librarian, and office staff are different according to their service conditions and criterion. In the special case of specific achievement appreciation by the principal is done. So there exists an institutional performance appraisal system for its teaching and non- teaching staffs.

File Description	Documents
Paste link for additional information	NA
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

For transparency internal and external audit is an important aspect of any institution.Both the internal and external financial audit is done from time to time. Internal audit includes the utilization of funds generated by the Jan Bhagidari Samiti and also by self financing scheme. Audit is done by a certified chartered accountant.

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 itself and also by the officials of Accountant General (AG) Office of Chhattisgarh. But it is not done every year. External and internal audit of the funds generated by self finance and Jan Bhagidari is done regularly. External audit is done by CA whereas internal audit is done by a committee consisting of college staff. Objection is rectified by the college administration. Cross checking of fee receipts is also a part of internal audit which is done by a committee of faculties constituted by the principal of the college. All construction work is done by the public works department and the college administration is not at all involved in it.

File Description	Documents
Paste link for additional information	http://gkhca.in/administrator/ssrbox/1b3243eaa10d0c542e04c9b39a95b889.pdf
Upload any additional information	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)

0

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

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

Our college gets its fund from higher education department of the state government. We had not received any fund from UGC for the last few years. Funds from RUSA are also being awaited. So our simple

strategy to mobilize the fund is to demand the fund from the government and generate it internally. A little bit of revenue is generated from the Janbhagidari Samiti fees which we get from the enrolment of the students in the college. Every regular and private student pays it. We also mobilize the fund through self financing scheme for courses like DCA, PGDCA and BCA. For the efficient and optimal utilization of the fund, the department heads are asked about their requirements at the beginning of the new session as a pre pondered step. As per the need of various departments and the availability of fund, the strategy is chalked out for the fund allocation. As per the need and availability of funds and suggestion of teachers the library uses to purchase books. Similarly chemicals and equipment are also purchased by inviting bids and quotations. All purchases are approved by a purchase committee formed by the principal.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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: (a) Proposal for starting new courses viz. M.Sc. Chemistry, M.A. Sociology and M.A. Geography have been accepted; (b) video lectures were uploaded on the YouTube channel by many faculties so that students can have access to their course contents; (c) creativity among the students were boosted by organizing several competitions like poster making competition, rangoli making, speech and extempore competitions etc; (d) various workshops and seminars on different subjects were organized on the digital platform by various departments: including Department of Commerce, political Science, NSS, English and Career Counselling etc.; (e) in the last academic session two Value Added Course were initiated by Science and Commerce department.

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. We follow a well structured syllabus. Teaching methodologies of operations are fixed as well as flexible. The result of the learning outcome is analyzed annually for all programmes and courses. The progression of the students is recorded and analyzed by the subject teachers. We follow an academic calendar and continuous assessment system to efficiently conduct the teaching-learning process. IQAC keeps a vigil on it and monitors it regularly. This year classes were held normally, Student's progression was assessed through assignments and various activities. All the concerned subject teachers maintained the performance records regularly.

File Description	Documents
Paste link for additional information	http://gkhca.in/administrator/ssrbox/2218ec1a3e9a2f10b92804e8d8366aca.pdf
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 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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://gkhca.in/administrator/ssrbox/4522ca2ac37f19fcb7bd88dd0e5a0532.pdf
Upload e-copies of the accreditations and certifications	View File
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 rich in female human resources. The number of female students enrolled in our college is in greater number than the male students. In fact, the number of female students always exceeds the male students. Out of thirty teaching faculties, twenty are female teaching staff. To promote the gender equity several programmes are being organized in the college including literary and other activities. International women's day was celebrated by conducting a seminar on the subject. It was organized in collaboration with C.G. Human Rights Commission. Women's cell is also constituted in our college through which various women's welfare programmes are organized. The college does not have a regular childcare facility, but it allows bringing the kids whenever they need special care. Gender equity is always promoted in the cultural programme of our college.

File Description	Documents
Annual gender sensitization action plan	http://gkhca.in/administrator/ssrbox/c80d067017090895d20a0b217f834044.pdf
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	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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste management Liquid waste management Bio-medical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management.

To keep the environment green and sustainable proper waste management must be promoted and followed. For the management of solid waste we follow certain norms and activities:

- 1. The bio-degradable waste is utilized in the formation of compost in a pit.**
- 2. Paper waste is collected from the campus for recycling.**
- 3. The institution does not have remarkable amount of electronic waste till now. The government has clear guidelines to abandon its use and manage e- waste as per the guidelines. As per the government policy, decisions are taken to stop its use and sell it to the people who collect such waste and recycle them. However, such situation has not arisen hitherto.**
- 4. The laboratories of our institute avoid the use of hazardous chemicals which are unsafe for human health and the environment. Even if the hazardous waste is created, it is disposed of safely as per the norm.**
- 5. There is no emission of radioactive waste in our institute.**
- 6. No bio-medical waste is generated in our institute.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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 and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

- 1.Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and

B. Any 3 of the above

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

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	View File
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
Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

As a matter of fact our college is situated in rural backdrop consisting of almost homogeneous mass and a common socio- cultural history of harmony. Our institution provides an inclusive environment of tolerance and harmony among its staffs and students. In general, almost all students speak Hindi and Chhattisgarhi dialect as a lingua franca and so there is linguistic unity in this college. Again, this area represents distinct unity in displaying cultural plurality. Almost all students and staffs belong to this region and as a result all follow the same culture. However, a few staffs and students are from different area of this country but they also show same cultural affinity as a whole. So there is greater harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

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	View File

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

In fact almost all students of our college belong to more or less similar background. Understanding the need of sensitizing the students of this college on constitutional and human values, citizen's rights as well as their duties and responsibilities, the institution inspires and counsels them to follow the constitutional guidelines and maintain national brotherhood. We observe the constitution day and human rights day to inculcate these emotions among them. Our institution cherishes to spread these values among the students as they are to become responsible citizens of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://gkhca.in/activity.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, **A. All of the above**

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

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

Our college regularly organizes commemorative days and organizes events remembering the contribution of great Indian personalities and in building the national ethos, emotions and cultural as well as national unity. In this session also such days were celebrate in our college. We organized Martyr's Day, Bhagat Singh Jayanti, Khudi Ram Bose Jayanti, Netaji Subhas Bos Jayanti, Teacher's day on S. Radhakrishnan Jayanti, National Unity day on Ballabh Bhai Patel's jayanti, Sadbhavna Divas etc. We also remember our visionary leaders on constitution day, Independence day and republic day. The college also remembers cultural legends like Tulsi Das, Kabir Das, Sur Das, Meera, Nirala etc. by organizing their jayanti.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Following two best practices are being implemented in the institution:

1. Organization of health camps and good health promotional activities- Different kinds of health checkup camps are organized in the institute under the collaboration of IQAC and Youth Red Cross Society of the college. The practice involves organization of sickle cell checkup camp, blood donation camp, eye checkup camp, general health checkup camp etc.

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

2. Environmental conservational programs- Different environmental conservational activities are organized by various departments of the college.

I. Department of Chemistry commemorated Plastic Bag Free day.

II. Department of Botany organized Green Day.

A detail of the two best practices in NAAC format is available in our website.

File Description	Documents
Best practices in the Institutional website	https://gkhca.in/administrator/ssrbox/477d015f5dc01e77bdca432b5b8e59c7.pdf
Any other relevant information	NA

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 number of female students is more in comparison to the male students in our college. Therefore, several activities are completed for their promotion and overall development. Women's cell has been constituted in the institute. Several programmes are organized under the cell. Programmes related to health and hygiene, cyber security, human rights awareness and entrepreneurial development are being conducted for the overall development of female students.

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

Fulltime classroom teaching was done in this academic session. To deliver the curriculum effectively college followed a systematic and well pondered plan.

1. At the onset of the session, meeting of the faculties of all departments was called, where the syllabus was discussed and its execution was contemplated and planned separately.

2. All concerned teachers prepared lesson plans according to the syllabus and class assigned to them. 3. Classes are held regularly following the timetable under the supervision of the Principal.

4. In order to deliver the curriculum effectively a combination of different teaching methods was practiced in addition to the chalk-and-talk method:

ICT-based teaching-learning method,

Use of models and charts during lectures,

Distribution of prepared class notes to students by faculties,

Classroom project and seminar presentation by the students under the supervision of teachers,

Fieldwork and excursions were also carried out at the departmental level.

Guest lectures by faculties of other colleges were organized.

5. For regular assessment of the students we had a mechanism of conducting the regular class tests, half-yearly examination, and pre

final examination.

6. For slow learners, we followed the mechanism of remedial type and tutorial classes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://gkhca.in/administrator/ssrbox/8dea10b16dc90b1adf880594efba588c.pdf

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

Our institution adheres to the academic calendar provided by Pt. Ravishankar Shukla University, Raipur. We simply follow it. At the beginning of the session, the syllabus is circulated among all the concerned college staff including faculty members, laboratory staff, librarian, and the students. All academic and cultural activities are carried out as per a fixed timeline. As per the university's academic calendar, the faculties need to take a minimum of 180 working days in a session. PG classes follow the semester system. Different non-curricular activities are carried out till the month of December. Dates of internal and external examinations have also been earmarked by the University and so, as a matter of fact, the college has to follow the academic calendar of the University. Continuous internal examination(CIE) is a part of the academic calendar. All practical, theory examinations and viva voce are

conducted accordingly. A list of national, state, and local holidays is also adhered to by us. The vacations for Dusshera, Diwali, Christmas, and summer are clearly described in the calendar, which the college also follows. The tentative dates of NSS activities and organizing NSS camp have also been suggested in the academic calendar. In this way, this college follows the academic calendar of the university.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://gkhca.in/administrator/ssrbox/72c69555d14ec8a05e9a273b9945f4c5.pdf

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								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td>View File</td></tr> <tr> <td>Any additional information</td><td>View File</td></tr> </tbody> </table>	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			
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									
02									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Minutes of relevant Academic Council/ BOS meetings</td><td>No File Uploaded</td></tr> <tr> <td>Institutional data in prescribed format (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Minutes of relevant Academic Council/ BOS meetings	No File Uploaded	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	View File								
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)									
2									

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

172

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

1.3 - Curriculum Enrichment

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

Our institution integrates cross-cutting issues relevant to professional ethics, gender equality, human values, environment and sustainability. As a matter of fact, the curriculum of all the courses is designed by the University and these issues have been intergraded in the syllabus itself. We implement them in teaching which is highly desirable for proper and ethical learning. Some of such topics are earmarked in the courses of political science, sociology, geography and in the compulsory foundation courses of English language and Hindi language at the graduation level of all streams. Cross cutting issues like gender equality and respect, human values, human rights, protection of environment and sustainable development etc. are taught in different class. The students of all streams at the graduation level read environmental studies compulsorily. The students of geography read environmental issue and sustainable development exclusively. Similarly the students of economics and sociology study topics on gender based socio- economic issues.

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

6

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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

1469

File Description	Documents
Any additional information	View File
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	C. Any 2 of the above
--	------------------------------

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://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	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://gkhca.in/administrator/ssrbox/48d57ee473a627f06977133a6d8b4622.pdf

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

2441

File Description	Documents
Any additional information	View File
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

2382

File Description	Documents
Any additional information	View File
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

Our institution assesses the learning level of the student through the mechanism of internal examination. Special programs are organized for the advanced learners and slow learners. There is a defined mechanism for the assessment of the learning level of the students which involves internal assessments like class tests, assignments, half-yearly examination, pre-final examination etc. Different programs like quiz competitions, debates, extempore, speech competition, presentation of a topic through PPT, etc. are also organized in the institute to promote advanced learners. They are helped to prepare for the competitive examination also. On the other hand, extra classes and extra lectures are organized and for the slow learners for their academic growth. In addition, YouTube links of different lectures were also provided to the students. Our faculties also have prepared such video lectures which are available on YouTube.

Science exhibition is organized every year for the advanced learners to showcase their expertise and they are encouraged with memento's in annual function.

File Description	Documents
Paste link for additional information	https://www.gkhca.in/administrator/ssrbox/3a_6590bd14e374cd8d60c27caacc6f60.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2441	25

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

Experiential learning is a significant part of teaching learning process and sharing knowledge in our college. Some are prescribed in the syllabus of different class. Students of science group conduct experiments especially in the stream of science where they experience different realities in the laboratory. Students from commerce department have gone for industrial visit to C Mart in the village Chataund and Educational trip to Vizac (Vishakhapatnam). The students of geography also conduct practical and surveys inherent to their syllabus which is purely experiential in nature. In village surveys, they confront many aspects of the real world which are in fact taught as theoretical issues in the textbook. Field project reports were completed and submitted by the students of the geography department. The students were involved in various teaching and learning activities, like making charts related to their curriculum and decorating their classrooms. Various competitions are also organized in the departmental level. The students are motivated and given the responsibility to organize various programs and mostly the students take active participation in the execution of programs organized by the departments under the supervision of the faculties.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://gkhca.in/curricular.php

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

In our college, teaching was done in offline mode this year but the use of ICT technique was also followed as the audio- visual mode of learning is considered to be very effective. Technological aid in smart class room like smart board and

projectors are used by the faculties. Projectors are installed in several classrooms. The faculties prepare their own PPTs as part of the teaching-learning process. The students of all the streams are also motivated to present their PPT presentations by using this method. For some student such presentation is very exciting.

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

25

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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	View File
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****7**

File Description	Documents
Any additional information	No File Uploaded
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.

The mechanism of internal assessment is transparent in our institution. Internal assessment involves regular class test, half yearly and pre final examination. The timetable of the internal examination is displayed on the notice board and in What's App groups of different class. The question papers of various subjects are made following the pattern of the final examination of the university. The answer sheets of examinations are properly checked. The marks, as well as answer sheets, are shown to each student. In the parent-teacher meeting, the marks obtained by the students are shown to the parents. In case of

poor performance, the student is counseled for better performance in the final examination.

File Description	Documents
Any additional information	View File
Link for additional information	NA

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

In our college, we follow a defined mechanism to deal with the grievances related to the internal examination which is transparent, time-bound, and effective. Teachers show the valued answer sheets to the students. If there is any disagreement or grievance regarding the correction and allocation of marks the concerned teacher looks into the matter. The grievances are resolved within one week time and therefore, this mechanism is efficient. All the internal examinations were conducted in the class room. The marks obtained by the students were shown to them in the class room. The grievances were also resolved promptly in the class room itself.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://gkhca.in/administrator/ssrbox/c7ce8ebdf507fdc77142b7a93332aa20.pdf

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.

In our college, there are specific programme outcomes for all the programmes and courses being offered by the institution. Such programme outcomes are properly displayed on the website of the institute. As a result, it can be accessed by all the students easily from anywhere and anytime. All newly admitted students are asked to go through the programme outcomes displayed on the website of the college of their specific course so that they can understand what specific knowledge they are going to acquire after completing the course or programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.gkhca.in/administrator/ssrbox/c2%20e29d48e93b65fdcda7ef586e37bd94.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.

The attainment of the programme and course outcome is evaluated by the institution regularly. The result of all the courses and programs are analyzed at the end of the session. After the completion of the course and programme, the progression of the student is recorded and maintained. Till recently this Institute was a UG-level institute, and as a result, several students used to go to other college to peruse their PG degree. But gradually several new PG courses were started in this college and now students progression can be measured easily now. A few students appear for different competitive examinations. Some of our students are got selected in the private and government sector job. Such records are also kept with us.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gkhca.in/administrator/ssrbox/c2e29d48e93b65fdcda7ef586e37bd94.pdf

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

525

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	View File
Paste link for the annual report	https://gkhca.in/administrator/ssrbox/4522ca2ac37f19fcb7bd88dd0e5a0532.pdf

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/administrator/ssrbox/76fc10112f89bf35600f385a2a5392a0.pdf>

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	View File
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)	View File

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

3

File Description	Documents
Any additional information	View File
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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
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 their knowledge. It organizes seminars, workshops and Value Added Courses on different areas of knowledge, relevance and interest for the creation and transfer of knowledge. Our institution promotes its faculties to take part in various international and national level conferences, seminars, and workshops for getting new ideas in the field of current research and innovation. Our institution is situated in a rural background and has constraints of infrastructure and manpower. However, it has created an ecosystem generating hunger for innovations and has taken initiatives for the creation and transfer of knowledge to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NA

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

4

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

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

0

File Description	Documents
URL to the research page on HEI website	http://gkhca.in/Research_Innovation.php
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

12

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

2

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 are carried out regularly by the NSS unit of the college for different social issues like awareness about human rights, hygiene, environmental up gradation, gender issue, female education, etc. Awareness about health-related issues is also spread by the students in the neighboring community of the college. Such activities included the organization of test camps for Sickle Cell anemia, eye check-ups, blood donation camps, etc. The volunteers of NSS planted tree in Mana village and also spread awareness to vote in the assembly election. NSS camp was organized in Bendy village where the volunteers performed several extension activities and sensitized people for cleanliness, health and hygiene.

File Description	Documents
Paste link for additional information	http://gkhca.in/nss.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

03

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

08

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

3463

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	View File

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

4

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.

So far it had adequate infrastructure and physical facilities for teaching-learning ecosystem but in recent past the institution has registered growth in starting new courses for the students. So now it needs more classrooms and laboratories. The institution has rather adequate infrastructure and physical facilities for teaching and 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 screens to display PPT and online presentation. There are mobile stands also which help the faculties during online teaching. There are separate laboratories for Chemistry, Botany, Zoology, Physics, and Geography. There are sufficient computers in our institute for B.Sc. Computer Science BBA, DCA, and PGDCA students. Two different computer labs are there. In addition to this, the library also has computers with internet facilities so that students can search journals, books, and lessons of their interest and relevant topics. The college also has an English language lab for enhancing the communication skill of the students of English. Two new class rooms, a laboratory and one wash room are being constructed right now which would hopefully become functional from the next academic session.

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

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

As an institution, our college is always keen on the overall development of the students by providing them cultural, sports, and other extracurricular facilities apart from the regular teaching-learning practices. There is a permanent stage built in the central place of the college building where students display their different cultural activities with great passion and enthusiasm. There is a seminar hall also for conducting indoor cultural events. In addition to this, we have portable mike and sound system and an electronic podium equipped with a sound system for organizing such activities without any external borrowing or support. We have a separate sports room also with many facilities for indoor and outdoor sports events. Under the indoor games table tennis, chess, carom, etc. are available for enthusiastic students. A synthetic mat for conducting kabaddi is also available in our college which is a rare facility available in a college. We have huge and walled playground in our college for conducting outdoor sports events like kho-kho, volleyball, badminton, ball badminton, football, cricket, and other track and field events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gkhca.in/sports.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)

NA

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
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)

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	http://gkhca.in/lib.php

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

C. Any 2 of the above

books Databases Remote access toe-resources

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)****46460**

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	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****120**

File Description	Documents
Any additional information	View File
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 frequently updates its IT facilities including Wi-Fi. Our institution has regularity in purchasing and using

computer systems and updating software and IT facilities including Wi-Fi according to the requirement and availability of funds. Fund is provided by the state government. Computers are purchased by using internally generated funds. We use BSNL plan which enables office works apart from college works like teaching, official meeting etc.

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

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	View File
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	View File
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)

1075307

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.

For the maintenance and utilization of physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc. the principal, official staffs and concerned technicians are always vigilant. Maintenance, cleanliness and hygiene of the physical facility is the top priority of our college administration. It is monitored directly by the principal under the supervision of a team. The office staff is assigned in various duties for the maintenance of the campus, its cleanliness, and sanitation. They also look after the condition and functionality of academic facilities like laboratory equipments, water coolers, computers, and other gadgets. In the need for repairing or replacement of equipment, it is addressed immediately. Faculties are made in charge of different teams who report directly to the principal. They discuss the arising problems related to equipment, shortage of chemical, stationery, etc. Faculties and staff of Computer Science and PGDCA have been assigned duty of maintaining computers, their formatting, installation and up gradation of software, cleanliness of computers, etc. The office is responsible for the procurement of stationary, equipment, gadgets, computers, computer table, chairs, almirahs, etc. The laboratory in charge looks after the laboratories. The campus, classrooms, labs, library, veranda, furniture, etc. are regularly sanitized.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NA

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****1876**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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/photo.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

300

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

300

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted 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	No File Uploaded
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

6

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

114

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

0

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)	View File

5.3 - Student Participation and Activities

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

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

0

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

In this academic session also the authorities of the Higher Education Department and Pt. Ravishankar Shukla University did not directed the college administration to conduct the election

to constitute student councils or student union of this state. However, considering the significance of overall development, this institution deliberately promotes leadership qualities among the students both directly and indirectly. Various extracurricular and co curricular events were organized last year to boost their leadership quality, e.g., essay writing, debate competition, poster making, creative slogan writing, video making, quiz competition etc. Student representatives are involved in several administrative committees like the sports committee, cultural society, departmental council, IQAC etc. Several previous students of this college are in the Jan Bhagidari Samiti which is a significant advisory body constituted by the district administration on the advice of political body. Main function of this committee is to recommend the college administration various developmental works. The different committees have been set up for the growth and development of the students. All the faculties keep close contact with the students in teaching-learning process, co-curricular and extracurricular activities with an objective to rouse their innate leadership quality.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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

100

File Description	Documents
Report of the event	View File
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)	View File

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

Nowadays the alumni association contributes much in the development of an institution throughout the world. There is a registered alumni association in our college also which contributes in the development of the institution through financial and other materialistic as well as intellectual support. However, their contribution is not significant in this college. As a matter of fact, our Alumni association is rather new and it is challenging to make old students understand the role of this forum and its significance. We have conveyed the old students 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 also we organized alumni 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 gladly agreed and donated books for the students after that. So far as our experience is concerned, fund raising is tough from the alumni in this institution but some of them agreed to take class in different subject as a recourse person.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year

E. <1Lakhs

(INR in Lakhs)	
File Description	Documents
Upload any additional information	View File
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 tune with the vision and mission of our college. To realize the desired vision and mission we have created a transparent and interactive academic ecosystem. Interaction between students and teachers are always encouraged by faculties and subject teachers. Maintaining higher quality in teaching- learning process is always kept in mind. To follow our vision, we use to organize programmes and workshops for students career so that students could excel in their personal and professional life. Regular internal examinations help students perform better in the examination because examination is the ultimate method of personal growth. The governance of the institution is reflective in the internal administration also. Office of the principal is transparent and open to students. Any student can approach to the principal any time.	
File Description	Documents
Paste link for additional information	https://www.gkhca.in/ , https://www.gkhca.in/mission.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 decentralization and participatory management. Involvement of students in academic, cultural and other extracurricular activities enhances their leadership quality also. Different committees are formed in our organization to ensure the proper and transparent functioning of the college in the aspects like purchasing committee, audit committee, student counseling committee, harassment redressal	

committee, anti-ragging committee, red cross society, career counseling cell, etc The students participated in different sports and cultural forum also. At the onset of new session, the principal called for the staff council meeting for the smooth administrative functioning as well as academic and extracurricular activities in a decentralized manner. New ideas of the students are always welcome in this college. Students or their representatives are always taken care of regarding their suggestions or ideas for the betterment of students. In fact the administration wants the students of this college to become proactive and participative in managing different aspect of the college. Several committees have been formed where different faculties participate directly to manage various academic and administrative functions.

File Description	Documents
Paste link for additional information	https://gkhca.in/nss.php , https://gkhca.in/redcross.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 with a vision of growth. It needs a futuristic visualization and a team-work for its execution. Hence collective work for the betterment of the college in coming years is highly desirable. Our strategic perspective plan includes different aspects of the institution, viz., starting new courses, growth in admission, human resource development, modernization and enriching the library, providing better sports facilities and encouraging the students to performing well in various competition organised in and outside the institution, providing better ICT and physical infrastructure, up gradation of laboratory instrumentation, research and development, continuous examination and evaluation, innovative and attractive teaching-learning, curriculum development etc. Being a government college we work in a framework set by the government with its prescribed norms and procedure. We have to follow several monetary regulations of the government. Again, our limitation of being situated in the rural area is also important. Research and development at UG level is our constraint. However, with the opening of M.Sc. in botany and chemistry, change may appear in the coming year. We are also

planning to have collaboration with some institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gkhca.in/value.php
Upload any additional information	No File Uploaded

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

The institution continuously works for the effective and efficient functioning through its administrative set up and policies. Being a government organization we follow the appointment norms and service rules and different procedures decided by the state government. All sort of appointment is the exclusive right of the state government. The service rules are also decided by the state government. Similarly all official procedures are followed as per official norms.

File Description	Documents
Paste link for additional information	http://gkhca.in/staff.php , http://gkhca.in/nonstaff.php
Link to Organogram of the institution webpage	https://gkhca.in/organa.php
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
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 practiced for both the teaching and non teaching staffs including food grain advance and festival advance to the class III employees and class IV employees, distribution of uniform to the class IV employees, medical reimbursement and GPF advance to all staffs. The child care leave to female staff members is also granted as per need according to the state government norms.

File Description	Documents
Paste link for additional information	NA
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

0

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

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

3

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

7

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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 an annual appraisal system called confidential report(CR) which is framed by the authority of the Higher Education Department. It is uniform for all teaching staff of all the colleges of Chhattisgarh state. The same system is applicable to other non-teaching staff but the Confidential Report form for sports officers, librarian, and office staff are different according to their service conditions and criterion. In the special case of specific achievement appreciation by the principal is done. So there exists an institutional performance appraisal system for its teaching and non- teaching staffs.

File Description	Documents
Paste link for additional information	NA
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

For transparency internal and external audit is an important aspect of any institution.Both the internal and external financial audit is done from time to time. Internal audit includes the utilization of funds generated by the Jan Bhagidari Samiti and also by self financing scheme. Audit is done by a certified chartered accountant. 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 itself and also by the officials of Accountant General (AG) Office of Chhattisgarh. But it is not done every year. External and internal audit of the funds generated by self finance and Jan Bhagidari is done regularly. External audit is done by CA whereas internal audit is done by a committee consisting of college staff. Objection is rectified by the college administration. Cross checking of fee receipts is also a part of internal audit which is done by a committee of faculties constituted by the principal of the college. All construction work is done by the public works department and the college administration is not at all involved in it.

File Description	Documents
Paste link for additional information	http://gkhca.in/administrator/ssrbox/1b3243eaa10d0c542e04c9b39a95b889.pdf
Upload any additional information	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)

0

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

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

Our college gets its fund from higher education department of the state government. We had not received any fund from UGC for the last few years. Funds from RUSA are also being awaited. So our

simple strategy to mobilize the fund is to demand the fund from the government and generate it internally. A little bit of revenue is generated from the Janbhagidari Samiti fees which we get from the enrolment of the students in the college. Every regular and private student pays it. We also mobilize the fund through self financing scheme for courses like DCA, PGDCA and BCA. For the efficient and optimal utilization of the fund, the department heads are asked about their requirements at the beginning of the new session as a pre pondered step. As per the need of various departments and the availability of fund, the strategy is chalked out for the fund allocation. As per the need and availability of funds and suggestion of teachers the library uses to purchase books. Similarly chemicals and equipment are also purchased by inviting bids and quotations. All purchases are approved by a purchase committee formed by the principal.

File Description	Documents
Paste link for additional information	NA
Upload any additional information	View File

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: (a) Proposal for starting new courses viz. M.Sc. Chemistry, M.A. Sociology and M.A. Geography have been accepted; (b) video lectures were uploaded on the YouTube channel by many faculties so that students can have access to their course contents; (c) creativity among the students were boosted by organizing several competitions like poster making competition, rangoli making, speech and extempore competitions etc; (d) various workshops and seminars on different subjects were organized on the digital platform by various departments: including Department of Commerce, political Science, NSS, English and Career Counselling etc.; (e) in the last academic session two Value Added Course were initiated by Science and Commerce department.

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. We follow a well structured syllabus. Teaching methodologies of operations are fixed as well as flexible. The result of the learning outcome is analyzed annually for all programmes and courses. The progression of the students is recorded and analyzed by the subject teachers. We follow an academic calendar and continuous assessment system to efficiently conduct the teaching-learning process. IQAC keeps a vigil on it and monitors it regularly. This year classes were held normally, Student's progression was assessed through assignments and various activities. All the concerned subject teachers maintained the performance records regularly.

File Description	Documents
Paste link for additional information	http://gkhca.in/administrator/ssrbox/2218ec1a3e9a2f10b92804e8d8366aca.pdf
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 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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://gkhca.in/administrator/ssrbox/4522ca2ac37f19fcb7bd88dd0e5a0532.pdf
Upload e-copies of the accreditations and certifications	View File
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 rich in female human resources. The number of female students enrolled in our college is in greater number than the male students. In fact, the number of female students always exceeds the male students. Out of thirty teaching faculties, twenty are female teaching staff. To promote the gender equity several programmes are being organized in the college including literary and other activities. International women's day was celebrated by conducting a seminar on the subject. It was organized in collaboration with C.G. Human Rights Commission. Women's cell is also constituted in our college through which various women's welfare programmes are organized. The college does not have a regular childcare facility, but it allows bringing the kids whenever they need special care. Gender equity is always promoted in the cultural programme of our college.

File Description	Documents
Annual gender sensitization action plan	http://gkhca.in/administrator/ssrbox/c80d067017090895d20a0b217f834044.pdf
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	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	C. Any 2 of the above
File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File
7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	
Solid waste management Liquid waste management Bio-medical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management. To keep the environment green and sustainable proper waste management must be promoted and followed. For the management of solid waste we follow certain norms and activities: 1. The bio-degradable waste is utilized in the formation of compost in a pit. 2. Paper waste is collected from the campus for recycling. 3. The institution does not have remarkable amount of electronic waste till now. The government has clear guidelines to abandon its use and manage e- waste as per the guidelines. As per the government policy, decisions are taken to stop its use and sell it to the people who collect such waste and recycle them. However, such situation has not arisen hitherto. 4. The laboratories of our institute avoid the use of hazardous chemicals which are unsafe for human health and the environment. Even if the hazardous waste is created, it is disposed of safely as per the norm. 5. There is no emission of radioactive waste in our institute. 6. No bio-medical waste is generated in our institute.	

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
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 and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
C. Any 2 of the above	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 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	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	
B. Any 3 of the above	

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

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	View File
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

B. Any 3 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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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).

As a matter of fact our college is situated in rural backdrop consisting of almost homogeneous mass and a common socio-cultural history of harmony. Our institution provides an inclusive environment of tolerance and harmony among its staffs and students. In general, almost all students speak Hindi and Chhattisgarhi dialect as a lingua franca and so there is linguistic unity in this college. Again, this area represents distinct unity in displaying cultural plurality. Almost all students and staffs belong to this region and as a result all follow the same culture. However, a few staffs and students are from different area of this country but they also show same cultural affinity as a whole. So there is greater harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

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	View File

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

In fact almost all students of our college belong to more or less similar background. Understanding the need of sensitizing the students of this college on constitutional and human values, citizen's rights as well as their duties and responsibilities, the institution inspires and counsels them to follow the constitutional guidelines and maintain national brotherhood. We observe the constitution day and human rights day to inculcate these emotions among them. Our institution cherishes to spared these values among the students as they are to become responsible citizens of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://gkhca.in/activity.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.	A. All of the above								
<table> <tr> <th data-bbox="100 689 547 757">File Description</th><th data-bbox="547 689 1437 757">Documents</th></tr> <tr> <td data-bbox="100 757 547 824">Code of ethics policy document</td><td data-bbox="547 757 1437 824">View File</td></tr> <tr> <td data-bbox="100 824 547 1115">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</td><td data-bbox="547 824 1437 1115">View File</td></tr> <tr> <td data-bbox="100 1115 547 1182">Any other relevant information</td><td data-bbox="547 1115 1437 1182">No File Uploaded</td></tr> </table>	File Description	Documents	Code of ethics policy document	View File	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	View File	Any other relevant information	No File Uploaded	
File Description	Documents								
Code of ethics policy document	View File								
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	View File								
Any other relevant information	No File Uploaded								
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals									
Our college regularly organizes commemorative days and organizes events remembering the contribution of great Indian personalities and in building the national ethos, emotions and cultural as well as national unity. In this session also such days were celebrated in our college. We organized Martyr's Day, Bhagat Singh Jayanti, Khudi Ram Bose Jayanti, Netaji Subhas Bose Jayanti, Teacher's day on S. Radhakrishnan Jayanti, National Unity day on Ballabh Bhai Patel's jayanti, Sadbhavna Divas etc. We also remember our visionary leaders on constitution day, Independence day and republic day. The college also remembers cultural legends like Tulsi Das, Kabir Das, Sur Das, Meera, Nirala etc. by organizing their jayanti.									

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Following two best practices are being implemented in the institution:

1. Organization of health camps and good health promotional activities- Different kinds of health checkup camps are organized in the institute under the collaboration of IQAC and Youth Red Cross Society of the college. The practice involves organization of sickle cell checkup camp, blood donation camp, eye checkup camp, general health checkup camp etc.

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

2. Environmental conservational programs- Different environmental conservational activities are organized by various departments of the college.

I. Department of Chemistry commemorated Plastic Bag Free day.

II. Department of Botany organized Green Day.

A detail of the two best practices in NAAC format is available in our website.

File Description	Documents
Best practices in the Institutional website	https://gkhca.in/administrator/ssrbox/477d015f5dc01e77bdca432b5b8e59c7.pdf
Any other relevant information	NA

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 number of female students is more in comparison to the male students in our college. Therefore, several activities are completed for their promotion and overall development. Women's cell has been constituted in the institute. Several programmes are organized under the cell. Programmes related to health and hygiene, cyber security, human rights awareness and entrepreneurial development are being conducted for the overall development of female students.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

(a) Set up of facilities in terms of class room and labs for starting new courses like M.Sc. in Chemistry, M.A. in Sociology and Geography as the proposal has been sent and accepted by the higher education department. (b) Staff will be encouraged to publish more research papers and take some research project. (c) New software for the library was purchased and will be functional for the smooth running of the day to day activity of the library. (d) Construction of new classrooms and laboratories. (e) Efforts will be taken to organise national level seminar, webinar, workshop, for the academic development of students and faculty members. (f) Industrial and field visit of students in so that student can have an exposure of distinct environment.

(g) Sport department will be encouraged to organise state/sector level competition.

(h) Sport department is expected to send the student for playing in national/state level competitions.