



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT KAVYOPADHYAY HIRALAL COLLEGE, ABHANPUR
Name of the head of the Institution	Dr. B. S. Chhabra
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	0771-2101816
Mobile no.	9425256592
Registered Email	gkhc.abhanpur@gmail.com
Alternate Email	aruprakash_669@yahoo.in
Address	Rajim Road, Kathiya Mod, Abhanpur
City/Town	Raipur
State/UT	Chhattisgarh
Pincode	493661

2. Institutional Status																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			state																
Name of the IQAC co-ordinator/Director			Dr Arun Prakash																
Phone no/Alternate Phone no.			07712101816																
Mobile no.			9424204002																
Registered Email			gkhc.abhanpur@gmail.com																
Alternate Email			aruprakash_669@yahoo.in																
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)			http://www.gkhca.in/ssr.php																
4. Whether Academic Calendar prepared during the year			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.gkhca.in/administrator/ssrbox/2a98392116251c3bbff4a51f39c90a70.pdf																
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.7</td> <td>2018</td> <td>02-Nov-2018</td> <td>02-Nov-2023</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.7	2018	02-Nov-2018	02-Nov-2023
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.7	2018	02-Nov-2018	02-Nov-2023														
6. Date of Establishment of IQAC			01-Dec-2014																
7. Internal Quality Assurance System																			
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Data Entered/Not Applicable!!!</td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	No Data Entered/Not Applicable!!!							
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No Data Entered/Not Applicable!!!																			

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

No Data Entered/Not Applicable!!!

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
IQAC Cell	20-Jan-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	25-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

College is having the following mechanisms for effective delivery of curriculum-

- At the beginning of the academic session, departmental meetings of science commerce and art faculties are held, in which there is discussion over the proper execution of the syllabus. Since almost all the departments are single faculty-based, different units of the syllabus are being classified as hard, medium and simple. The hard units are considered to be taught at the beginning of the session, whereas certain simple units are identified for giving assignments to enhance self-study among students.
- The number of classes for each topic is decided according to the syllabus assigned to each topic/group/paper etc.
- College administration provides a well constructed weekly routine/schedule/ time table for each year /semester for both UG and PG classes.
- All faculties prepare the monthly routine of teaching in teaching diary which is approved by the Principal duly.
- Teachers prepare their lectures according to the syllabus allotted and classes available.
- Classes are held according to the schedule under the supervision of the college administration.
- Following teaching methods based on different needs of various subjects for the effective delivery of the curriculum such as:
 - Chalk and talk method.
 - ICT-enabled teaching-learning method..
 - Use of Scientific models and charts for effective lecture delivery.
 - Distribution of class notes by teachers.
 - Group discussion amongst the students during the class.
 - Flip Classroom teaching and learning.
 - Seminars and project presentation by the students is being exercised in various departments.
 - Proper and adequate instrumentation facility is given to the students for their practical classes.
 - Fieldworks and educational excursions are carried by the departments.
 - Project work, dissertations are conducted by various departments.
 - Guest lectures and workshops by experts are also arranged regularly for the advancement of learning.
 - To get as ease from the stress of on time completion of heavy syllabi regular assignments are given to the students that help to cover the syllabus in a given time frame and enhance the tendency of self learning among the students.
 - Regular class test, Half Yearly examinations, Pre-final examinations, regular assessment in practical classes, viva-voce, are done to keep track of the improvement of the students.
 - Remedial and tutorial classes are also conducted to involve the slow

learner in the classroom mainstream teaching and learning process. x. Departments maintain a detailed record of the classes, assessments, project reports, etc. xi. We have a rich and automated library with an open access system and many departments have their own Departmental libraries for the benefit of the students. A good number of Journals (Science, arts and commerce) are subscribed by our college. Students can have access to e-learning through online Web and Video courses for various streams. xii. College administration also keeps a vigilant eye on the results, departmental activities and student needs and also keeps a record of the different activities of the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Life Skill	25/08/2018	80
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

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

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No

Parents	No
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1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback is a method of gathering information about students learning or skill acquisition in order to plan future goals for the development of institutions and students. The feedback system aims to rate and analyze the college physical facilities and colleges faculties' performance. In the existing system, the feedback process is done by manual process. For this purpose, the Institution has designed a feedback questionnaire form for the students. They are asked to fill the questionnaire and are also made free for giving their suggestions and ideas. For the betterment of the institution, we are planning to take feedback from parents during PTM Meetings. They will be requested to give their feedback in the mentioned format Further, the collected feedback is summarized and analyzed by the team and is reported to the principal. According to the feedback and suggestions received from the students, the faculties are intimated in the area where they can improve their skills. The necessary plan is made or action is taken to improve the physical facilities of the college and meet the students need.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA Ist	300	524	300
BA	BA II	300	264	264
BA	BA III	300	294	294
BCom	BCom I	120	205	120
BCom	BCom II	120	88	88
BCom	BCom III	120	64	64
BSc	Bsc I	170	395	169
BSc	Bsc II	170	132	132
BSc	Bsc III	170	112	112
No file uploaded.				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1545	150	12	0	3

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	12	22	2	2	5
No file uploaded.					
No file uploaded.					

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

The college has adopted the mentoring system since 2012-13 in order to monitor mentor the student's activity. Inculcating discipline punctuality and motivation among the students is the main pillar in the carrier building of students and mentors help them to inculcate such properties. The main objectives of this practice are as follows:-

1. To monitor students regularity disciplines and punctuality.
2. To improve teachers-students relation.
3. Guiding students to choose the right carrier path for the job, higher studies, etc.
4. Counseling students for solving their problems and inbuilt self-confidence to improve their approach toward life.
5. To enable parents to know the regularity of the performance of their wards.
2. To improve teachers-students relation.
3. Guiding students to choose the right carrier path for the job, higher studies, etc.
4. Counseling students for solving their problems and inbuilt self-confidence to improve their approach toward life.
5. To enable present to know the regularity of the performance of their works.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1775	15	118:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
15	15	1	0	0

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

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

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

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

The continuous evaluation system is being exercised by the college under which regular class tests are being conducted by all the departments. Out of which three best-performed test marks are being documented. Half-yearly and pre-final

examinations are organized centrally for all the departments and faculties, under which the Examination Unit of the college constitutes a defined time schedule for the smooth conduction of the internal exams. All the subject teachers prepare question papers for their subjects by keeping in mind the pattern of final examination being conducted by the affiliating university (Pt. Ravi Shankar Shukla University, Raipur, C. G.). The answer sheets of the examinations are duly corrected and shown to the students. The entire departments document the marks secured by the students in the different internal exams. The marks obtained by the students under these internal examinations are shown to the students in the classroom and their parents during Parent Teachers Meet. Some UG departments are assigning group projects to the students whereas PG departments are giving individual projects to the students. Some of the departments are evaluating their students through organizing debates, extempore, group discussion, seminar presentation, etc.

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

The college functions as per the Academic calendar which is being prepared and released by the Pt. Ravi Shankar Shukla University, Raipur, at the beginning of the session. This is being circulated among the teaching and non-teaching staff of all the departments and the students. The Academic Calendar defines all the concerned activities of the institute in a specific time frame. The timeline for the admission process for UG and PG courses is defined in the calendar. Minimum 180 working days for class room teaching is well defined. The Calendar provides dates for the organization of different sport, cultural and literary activities in the college. Dates for the conduction of internal examinations, date schedule of the final practical and theory exams, viva dissertation of PG classes are well defined in the Academic Calendar. List of holidays (national level holidays, state level holidays, and local holidays), Diwali, winter and summer vacation are properly depicted in the Calendar. The tentative dates of activities of NSS, NCC is also given in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<http://gkhca.in/download.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://gkhca.in/administrator/ssrbox/f1b096b2ab6bf8f62340ad0ecaf8fa8b.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on GST	Commerce	04/11/2018
Workshop on Intellectual Property Rights	IQAC	12/01/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Hindi	1	5.95
National	Commerce	2	7.45
National	Botany	2	5.2
View File			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/

Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	5	0	0
Presented papers	0	4	0	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Career Guidance Programme	Govt. of Chhattisgarh	Arise	2	40
Swachh Bharat	Govt. of Chhattisgarh	Summer Internship Program	2	8

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

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

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Green Army	01/08/2018	Environment Consciousness	65
JCI	01/08/2018	Personality Development	250
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBMAN	Fully	1.0	2020

4.2.2 – Library Services

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

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	30	1	1	2	0	4	9	10	0
Added	0	0	0	0	0	0	0	0	0
Total	30	1	1	2	0	4	9	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
35000	30799	15000	15000

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

The maintenance of the campus is done under the direct supervision of the Principal of the institution. A regular review of maintenance is done. The office staff are assigned the duty of the regular maintenance of the equipment, water cooler, computers, coolers, etc. Whenever the need for repair and maintenance is felt, those are ensured to be addressed immediately. The cleanliness of the campus is given the utmost priority. Faculties and staffs also put their efforts to keep the campus clean. The faculties are made in charge of the department as well as the facilities attached to it. They contact the principal whenever they need anything like types of equipment, chemicals, stationery or any other teaching aids. For smooth conduction of the department,

the faculties and staff of PGDCA are given the responsibility of maintaining the computers like cleaning, formatting, installing software, upgrading software, etc. They are also made responsible for the language lab software installed in the computer lab. The office is responsible for all the procurements of requirements put by the in charge of the departments. The laboratories in charge maintain their laboratory with the help of their supporting staff. The maintenance of laboratories are done regularly. The NSS takes an active part in the cleanliness of the campus and regular cleanliness drives are conducted by the in-charge of NSS.

<http://gkhca.in/infrastructure.php>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post metric scholarship for SC/ST/OBC	1390	4636617
Financial Support from Other Sources			
a) National	0	0	0
b) International	0	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Career Counselling Cell	127	350	1	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

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

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

Items	Number of students selected/ qualifying
SET	1
No file uploaded.	

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

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

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student council is a structural and official representation of a group of students in the institute. They share their ideas, interest, and concern with the administration, staff, and principal of the college for college reforms. It is a useful way to inbuilt the leadership quality, development opportunity, active participation and sense of responsibility in the students. Student council is responsible for:- (i) Identify the common problems encountered by the maximum number of students and to resolve it in favor of everyone. (ii) Hold responsibility in organizing various activities in the institute. (iii) Be a communication bridge between college administration students to maintain good relationships among all. (iv) To propose activities to the college administration that would improve and advance the student's life and education quality of the college. (v) Co-ordinate various activities of student life in the institute for the betterment of the institute. (vi) Give feedback

on various activities of the institute timely impartially. (vii) Last but not the least, the student council should ensure that disciplinary policies of the institute should be maintained. To fulfill the above-mentioned purpose, President, Vice President, Secretary, and Class Representative are elected according to the norms given by the affiliated university. They actively participate in various academic and administrative committees for the simultaneous growth of students as well as the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni association is a bridge between the college, its present student and the previous students. Keeping this perception in mind the alumni association has been registered and formed this year. The Registration Number of the association being 122201821503 dated 11.09.2018. This association of alumni will help to strengthen the roots of the institute in the surrounding community in terms of providing better guidance to the present students. Recently the association is its primitive face but going to be firm in the up-coming years.

5.4.2 – No. of enrolled Alumni:

11

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

2000

5.4.4 – Meetings/activities organized by Alumni Association :

The alumni association has organized alumni meet on 17.09.2018 where 6 persons attended and on 24.01.2019 also another alumni meeting was held during the annual function of the institution where many alumni came to attend it. Suggestions and views were exchanged for the betterment of the institution and its students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization is of utmost importance for smooth conduction of any organization. It is equally important to involve one and all the employees of the organization in planning and implementations of for the betterment of the organization. The need for decentralization and participative management is clearly understood in the institution and the annual planning is made according to these policies. Practice I:- The institution has formulated various committees under faculties in charge. Other faculty members are made a member of these committees. The committees conduct their meetings regularly and suggestions are given to the IQAC cell, through which ideas are properly communicated to the principal. It is tried to ensure equal participation of all the faculties and staff in these committees. Practice II: The departments are instructed to formulate their annual plan at the beginning of the year. Regular meetings are conducted by the principal where all the faculties and staffs are present for formulating plans and everyone is encouraged to give their inputs for the growth of the institution. Whoever wants to conduct any program in their department, they need to give the proposal to the IQAC Cell. The format is given by the IQAC cell at the time of initiation of the session and when the task is accomplished, the in-charge needs to give a complete report with all details of the program to the IQAC in charge. The college has an official

WhatsApp group where all the faculties of the institution are members. This group is made with an intention to share photos and videos of all the activities which are not in regular practice. This also helps to update the website as well the IQAC cell records.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The quality improvement strategy adopted for the library, ICT and Physical facilities are • Regular monitoring of usage of these facilities by the students is done. • Students are given orientation about all these facilities for their optimum utilization at the start of the session. • The library has a computer section for the students. • We have applied to Government for additional computer lab, seminar hall, and science laboratories which are expected to be received soon and hence will be implemented soon. • One of the faculty members from science department undertook a training program for maintenance of instruments of laboratories. Now she is giving training to the technicians of the institution for institutional benefits.
Curriculum Development	1. Curricular Development:- Being a government college, this college has to follows the syllabus approved by Pt. Ravishankar Shukla University, Raipur. So we have to follow the prescribed syllabus approved by the university.
Teaching and Learning	In the beginning of session, a few introductory classes are held in order to bridge the gap of knowledge of the student. Classes are held regularly according to the time table. Class-test, Unit test, quarterly, half yearly and pre-final exam is held according to the academic calendar of the university. Chalk and talk method, classroom lecture, PPT presentation using LCD and teaching with the help of smart board are some method of teaching learning. Final evaluation is done by the university after Annual examination. Internal tests help student understand pattern of question and writing skill. Sometimes a resource person from the university etc. to

	deliver lecture on some topic which is again helpful to them. Advanced learners are recognized and slow learners are motivated to be associated with them. Library helps actively in learning of the students.
Examination and Evaluation	The college follows the academic calendar of university for internal institution examination. Regular internal tests are held consisting of unit test and quarterly tests. After evaluation the answer sheets are displayed and the examiners are guided to improve their answers. Quarterly, half yearly and pre final exams help them. Understand pattern of university examination and do they learn the skill of writing in a better way. Final evaluation is done during annual examination of the university. Final result is certainly improves due to internal examination system.
Research and Development	Being an undergraduate college, this institution does not offer research facility at higher level of studies. Also, there is no designate guide in this college who are authorized by the university to guide M.Phil. and Ph.D. students. The ecosystem of our college is fit for the undergraduate level students and our main focus is to development them as an inquisitive learner and a budding researcher and development at university level.
Industry Interaction / Collaboration	? Industry Interaction: Students have visited ACC cement Industry and Exhibition 'Chayan' organized by VNR seed company. During the visit with ACC cement a team of 48 students has interacted with the HR, production and marketing departments. They have been given information about the marketing strategy and management structure of the cement company by the professionals of the company via power point presentation. In the 'Chayan' Exhibition a team of 50 students came to learn about the techniques involved in seed production, distribution and marketing of seeds.
Admission of Students	The admission procedure for all UG (BA, B Sc, B Com), PG courses (MA Hindi, Pol. Science), and diploma courses (DCA, PGDCA) in the college is as per the guidelines provided by Pt. Ravishankar Shukla University. In the

year 2019-20 the admission was done by offline method. The admission form was provided by the college to the students. The admission was given on the basis of merit list, which was prepared by keeping in mind the reservation criteria for different categories viz. ST, SC, OBC, PH etc.

Human Resource Management

The institution always encourages the faculties and staffs to improve their skills and they are made free to attend orientation, refresher, and workshops. The teachers are doing online courses like Refresher, Faculty Development Program and other short term programs from Swayam Platform too. The Use of technology to improve the quality of day to day work is very much needed and for that regular orientation and computer skill development classes are conducted for both teaching and non teaching staffs.

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

E-governance area	Details
Student Admission and Support	Students admission, at present is done online according to the provision of the university. Students who seek admission in the college go to web-link, fill-up the information and pay required admission fee. In Future the administration would also introduce some other support system for the students.
Examination	Regarding examination, some aspect of E-governance already exists in this college e.g. allocation of role number and release of admit card to the examination .Examination result is also displayed in the website of the university. Every student can have their result in their mobile.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	ICT Orientation		14/09/2018	14/09/2018	9	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online Refresher Course in Chemistry through SWAYAM	1	02/11/2018	02/03/2019	90
Faculty Development Program(CITCON)	1	18/01/2018	01/02/2019	15
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	13	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
As per Government Norms	As per Government Norms	Post Metric Scholarship

6.4 – Financial Management and Resource Mobilization

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

The college has arrangement of both the internal and external financial audit of the institution at different time interval. Internal audit includes utilization of Janbhagidari fund and Self financing fund by a Chartered Accountant. Similarly audit utilization of UGC fund is gets done by Chartered Accountant. Regarding external audit, there is a mechanism of departmental audit which is done at different time by the department of Higher education and the officials of Accountant General office.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Janbhagidari Samiti of the institution	1486400	Development of the institute and other

contingent

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6.4.3 – Total corpus fund generated

1486400.00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Principal
Administrative	No		Yes	Various Committees made by principal

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

Parent-teacher meeting is organized by various department of the college.

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

Computer skill development for non-teaching staff dated 14.09,2018,07.12.2018, and on 02.02.2019 were organized for their skill development.

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

1.Proposal for B.Sc. in computer science, M. Com., M. Sc. Chemistry already been communicated to the department of HEI. 2. Selected students are have been provided special coaching for spoken English. (Since the student strength is very high as per the availability of human resources, being a limiting factor)

3.The environment consciousness of the institution is prioritized like Awareness for demerits of using plastic was conducted by the Department of Chemistry and reuse of plastic bottle for plantation by the students of Botany.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

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

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Essay competition on Mahilaon ka samaj ke vikas me yogdan	11/08/2018	11/08/2018	5	7
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The institution does not have any alternate energy initiatives until now. The energy-saving is tried through the use of LED Bulbs in the institution as much as possible.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	08/12/2018	1	Sickle Cell Testing and awareness	Sickle Cell	202
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
As per Suvidha Handbook by Government of Chhattisgarh	01/01/2018	All the administrative decisions and facilities given to the employees of the institution is based on this handbook.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Vivekanand Jayanti	15/06/2018	15/06/2019	33
Rashtriya Ekta Diwas	31/10/2018	31/10/2019	35
International Tribal Day	09/08/2018	09/08/2018	60
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. The college has a botanical garden where many local medicinal plants are
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planted for studies as well as the greenery of the campus. 2. The biodegradable waste collected from the dustbins are thrown in the compost pit which is eventually used in the college garden as manure. 3. Vermiculture is also done in the institution. 4. The college has provision for water harvesting. 5. The forest department planted 500 plants on the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1. Our college is situated in an area that is prone to sickle cell disease, a very distinct disease infecting few communities such disorder in the cell of the human body leads to some inherent disease. In order to avoid it, awareness of its cause, remedy and how to stop its effect in the next generation is a challenge, for not only the local people but also for the administration. That's why this college organizes a free sickle cell check-up camp to diagnose it, in collaboration with the medical college of Raipur. Those who are diagnosed positively are referred to JN medical college hospital Raipur for free medical treatment. Now we have started promotion of parent's checkup also in the sickle cell camp of our college. This year a few parents also participated in it, also the students were motivated under the same banner to donate blood with the help of Red Cross society. Lots of students of the college participate in blood donation as they have started perceiving it as a necessary step for a healthy life as blood is replenished quickly in the body. No doubt this practice of our college is unique and is a matter of pride for us.

2. Another good practice includes student's awareness and participation to save the environment and protect as well as enhance it. Old plastic bottles are used in the plantation of different flora by the students, which could be seen hanging outside the classrooms and in the corridors. Plantation in the campus routinely during the rainy season by the students of all streams and especially by NSS volunteers as well as teachers have started boosting greenery of our campus. Earlier there was no boundary wall. So our plantation efforts used to be futile due to lack of protection. Students adopt a tree and they are asked to plant their sapling in the soil of their home or field. In this way, they are emotionally involved in it. Such plants could be seen in the pot. During the summer season when the climate becomes very dry, plants are watered regularly by the workers of this college.

3. There is a botanical garden also in our college with several medicinal herbs and plants. Different boards show their common name, botanical name and their medicinal utilization in daily life. In this way, students learn their value and emotional attachment to their environment.

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

<http://gkhca.in/administrator/staffpic/18269bc5c538ab06d6ecf86872b1193f.jpg>

7.3 – Institutional Distinctiveness

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

As per the vision, priority and the thrust area, we focus mainly on the teaching-learning aspect of the students as almost all of them are from rural backgrounds, belonging to agrarian society, which lags behind education. At the inventory level, the level of their acquired education knowledge and skill of expression- both writing and speaking is far beyond satisfaction. So this institution focuses mainly on holding regular classes, class test, interaction with teachers and are made free to ask the question without hesitation. Apart from classroom activities, students are always motivated to think and act for the betterment of their land and people. We convey them that as a facilitator

the college is a platform where you can learn, grow and contribute positively to society. Large number of students participate in extra-curricular activities like debate, essay competition, extempore, question-answer session, etc. In order to make them aware of competitive examination, students are motivated to participate in the examination which is based on the multiple-choice based objective question just on the line of professional exams. Our institute is distinct in the area for its cultural events in which students show their talent in local folk songs, folk dance, and skit based on contemporary social issues like child marriage, dowry system, untouchability, etc. As an institution, we focus on the overall growth of the students as well as their growth as a good citizen.

Provide the weblink of the institution

<http://gkhca.in>

8.Future Plans of Actions for Next Academic Year

In the upcoming session, the college administration has planned to introduce B.Sc.-Computer Science, M.Com. and M.Sc. (Botany). College administration had already requested the Higher education department to approve the proposal. In fact, on-demand of these courses by students and parents, previous Govt. administrator had already announced the same. Regarding physical infrastructure next year, a ramp-up to the first floor is planned to be constructed for the differently-abled students and staff. Regarding the enhancement of teaching-learning quality, the institution moots to have linkage with other colleges and universities by signing MOU for the exchange of trained and distinguished resource persons as well as students exchange also. It would help us understand and know the good practices of other institutions. In order to boost IT facilities, we have planned to demand a budget from the Government or authority for the enrichment of our computer and related gadgets. The number of existing computers needs to be increased and upgraded. Further, the number of smart classrooms will be increased to meet the need of the students. For the quality enrichment of the faculties, they will be encouraged for more publication of research papers and go through on-line refresher courses e.g. SWAYAM, ARPIT, etc. For the students, we plan to invite experts and successful persons who have qualified in services like- PSC, SSC, Railway, Bank, VYAPAM, etc. to deliver lectures among students to motivate them and also to share their experiences. The college will also write to higher authorities to conduct examinations like VYAPAM, SSC, PSC, etc. in this college, as for the convenience of the local students and it would also motivate them. Further, for an eco-friendly environment, the college will plan for another rainwater harvesting system on the campus and also, more saplings will be planted on the campus.