



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		GOVT. MADAN LAL SHUKLA COLLEGE SEEPAT
Name of the head of the Institution		Dr. Madhulika Lal
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07752265050
Mobile no.		9407602025
Registered Email		gmlscseepat@gmail.com
Alternate Email		col-msseepat.cg@gov.in
Address		Govt. Madan Lal Shukla College, Seepat
City/Town		Seepat
State/UT		Chhattisgarh
Pincode		495555
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Smt. Shweta Pandiya
Phone no/Alternate Phone no.	07752265050
Mobile no.	8889905222
Registered Email	gmlscseepat@gmail.com
Alternate Email	col-msseepat.cg@gov.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://gmlscollege.ac.in/wp-content/uploads/2020/08/AQAR-Report-2016-17-23.08.2020.pdf
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<https://gmlscollege.ac.in/wp-content/uploads/2020/07/AC-Calender-2017-18.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.50	2015	01-May-2015	30-Apr-2020

6. Date of Establishment of IQAC

19-Jul-2017

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Van Mahotsav	02-Jul-2017 30	135
Sanvidhan divas	26-Nov-2017	52

	1	
Preparation of students' database for 2017-18 and analyzing the department-wise category distribution (General/SC/ST/OBC), gender distribution of students and other details.	08-Nov-2017 30	7
Result Analysis	06-Dec-2017 20	7
Feed back collection	30-Apr-2018 14	197
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Rashtriya Uchchatar Shiksha Abhiyan	MHRD	2017 365	11650000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

1

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)

- Introduction of first year students by organizing welcome programme, and introductory session for the girls under the workings of women harassment cell
- Yoga day, Youth Day, Constitution Day, Voters Day etc celebrated and various competitions organised.
- Result analysis.
- Collection of feedback from UG and

PG students and parents. • We tried to science laboratories equipped to its maximum efforts.

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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	Achievements/Outcomes
Curriculum Aspects	Academic calendar published by Higher Education Department and the University was followed to the extent of 99 percent. Curriculum of UG and PG courses and their fee structure are inclusive in the admission brochure of the college.
Teaching learning and Experimental	New technology in teaching learning and Experimental and participative learning methods are used in learning process. Personality development and career guidance programme were organised. Awareness programs and competitions have been organised regularly for the students. Internal assessment through tests and oralshelping in enhancing the performance of our students are doneregularly as per the timetable of University and institution. Feedbacks from teachers, students are in continuous operation. The faculty of the institution actively represents and participate in the board of studies in University helping the institution to remain connected and also provide feedback regarding rules and norms. Result analysis done by faculty.
Research, consultancy and extension	Publications National/Seminar/ Conferences/ Workshops organized by the institution and professors attend these on other platforms also. Seven days campsuccesfully organised under the leadership of NSS Cell.Cultural and personality development activities organised.
Student Support and Progression	Student Support and Specific student support provided to SC, ST, OBC and economically weak students. Independence Day, Republic Day, Yoga day, Youth Day, Constitution Day, Voters Day etc Celebrated and various competitions are beingorganized. We proudly present and publish the college magazine and named it MUKTAKSHAR.

Infrastructure and Learning Resources	New building with 8 classrooms were reconstructed under RUSA. IQAC cell with infrastructural facilities was established. Independent departments for post graduate classes. library, laboratories, and classroom were upgraded. More furniture procured for classes. Water coolers were installed for the drinking water facility in new and old building.
Governance, leadership and management	Various committee and cells like infrastructure, academic audit, examination, scholarship, Women Cell, Anti-Ragging Committee functions at its best.
Innovation and best practices	Enhancement of social connectivity and activities were taken into serious consideration. Awards and certificates were given to winners in sports and cultural activities. Plantation of trees and emphasis on green campus continued with the same effectivity as in previous session.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	23-Jan-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1. Through the college blog / Gmail and Email of higher authorities, university, faculty members as well as coordinators of different committees / cells. 2. Notification by college notice board, departmental notice board. 3. Using WhatsApp group of faculty members, PG students group, SMS facility for students. 4. Through meetings of staff council, student induction program and additional meetings as per required. 5. Submitting

the data on MIS portal and AISHE portal. Description: The Institution has well organized management information system under which the IQAC plans the various activities for better performance in academics and for overall development of the institution. The activities planned are then implemented by the various committee's concern to achieve the planned goal. After implementation the achievement and problems in the form of feedback is placed before the staff council.

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

Institution has the mechanism for well-planned actions. Information on different courses, fee structure, admission process, etc are given in detail in college brochure and blog. The institution has a big information display just at the entrance providing basics information. • Unit test, quarterly and model test are organized as per the academic calendar. • The college organized seminar /workshop. • The teacher follows different innovative and effective teaching-learning techniques. • Library facility to staff and students which is equipped with subject books, reference books and newspapers. • 8 newspapers, a research paper in addition to the books and syllabus guidelines and previous year university question papers are also made available by library for the students. • The college gives special attention to those students who could not attend class due to any reason like participation in NSS camp or sports to make up their loss. • Principal and head of department conduct their internal staff meeting and develop the academic plans for the coming academic year. • Feedback received from students & faculty is successfully employed to strengthen curriculum Planning and development.

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
NIL	NIL	01/07/2018	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System

No Data Entered/Not Applicable !!!

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	01/07/2018	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental studies and human rights	200
BCA	Environmental studies and human rights	14
BCom	Environmental studies and human rights	46
BSc	Environmental studies and human rights	99
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Feedback Obtained Students feedback form is filled by both UG and PG Students. College obtained students' feedback on following topics 1. Syllabus 2. Teachers Performance and reliability to the topics 3 course completed 4. Infrastructure 5. Library Facility 6. Extracurricular activities 6. NSS/sports activities. The received feedback is then analysed by the IQAC. The strength and weaknesses mentioned by the students are summarized. Results are thoroughly discussed in staff meetings. Their advices are helpful in taking decisions for over- all development of college students. Feedback is also collected from the parents during Parent Teacher Meetings (PTMs). Suggestions and comments given by the guardians are also taken into account for future development. The different areas where improvements are required are discussed in respective committees/departments. Strengths of the college are also taken into consideration for further up gradation. IQAC of the College also received feedback from staff of the college on syllabus, students' performance, provided

facilities. Teachers provide informal as well as formal feedback to the head of the institution on different academic, administrative and other affairs related to the college. Members of anti-ragging committee and Internal complaints committee also receive feedback from students through class campaigns. Grievances (if any) and necessary suggestions can be registered to the Grievance Redressal cell of the college through the "shikayatpeti" fixed in the office.

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	NIL	600	872	553
BCA	NIL	120	132	35
BCom	NIL	150	193	101
BSc	Biology/Maths	300	625	245
PGDCA	NIL	40	239	40
MSW	NIL	60	46	13
MA	English/ Economics/ Hindi/ History/ Political Science/ Sociology	420	339	161

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	974	214	15	0	8

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	5	0	2	0	0

[View File of ICT Tools and resources](#)

No file uploaded.

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

Mentoring of students is conducted by Chhatra abhibhavak samiti. Mentoring of students is based on the

following objectives: • To increase the teacher-student contact hours • To identify and address the problems faced by slow learners . • To encourage advanced learners • To decrease the student drop-out rates • To prepare students for the outside world Every year, college organizes induction session collectively and this is followed up by departments on the class commencement day for students of first year where the designing and implementation of the mentoring system explained. In the mentoring process, all necessary information related to the student such as the contact number, email of the student, family income, category, gender etc are initially collected by the department through the student database format provided by the IQAC. Departments maintain the records of class tests/surprise tests, attendance records, records of student seminars etc related to the reviewing of the performance of the students. Departmental teachers maintain interaction with students through individual meetings, social networking apps. Teachers discuss with parents during parent-teacher meetings and try to identify the problems faced by students and related issue. Parents are regularly informed about their ward's attendance, and academic performance. Poor performance in the classroom and absentees is intimated to relative and parents by letters, phone calls and through the parent-teacher meeting.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1188	15	1:79

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
16	15	1	4	6

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	003	III	25/04/2018	29/06/2018
BCA	018	III	03/04/2018	15/06/2018
BCom	009	III	09/04/2018	04/06/2018
BSc	006	III	13/04/2018	25/06/2018
MA	404	IV	26/06/2018	23/07/2018
MA	414	IV	26/06/2018	23/07/2018
MA	434	IV	26/06/2018	25/07/2018
MA	444	IV	26/06/2018	25/07/2018
MA	454	IV	26/06/2018	25/07/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Some exercises have been done to reform continuous internal evaluation. • Group discussions, PowerPoint presentations at P G level. • Departmental seminars on subject topics in PG classes. • Projects on different topics related to the syllabus. • MCQ questions type paper, regular class test, surprise test. • Students' areas of weakness are filtered from the evaluation of their series of internal assessment • Students are divided into groups, each group comprising academically strong and not-so-strong students and made to discuss and write assignments together. Even the wall posters are created by the students of postgraduate classes, contribution/ knowledge gained by members of the group is tested through interactions. Weightage of internal examinations are given to overall examination as per the instruction of affiliated university.

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

• The college is affiliated to the Atal Bihari Vajpayee University and hence the pattern prescribed by the University is strictly followed. Higher education department provides an academic calendar that specifies the date of commencement and end of the classes for each yearly exam and semester in postgraduate level along with the government holidays. • Based on the norms set by the University, the principal, Board of Studies member and the HODs decide on the internal examination dates and dates for other academic activities like ethics, cultural, Sports program, etc. • The college time table is prepared by facilitating the teachers to allow sufficient time for each subject as per the workload (syllabus) allotted. • This time table is given to each teacher and every department and also displayed at the notice board. • The Academic calendar is well planned in advance and is outlined in a detailed. The college functions and adheres to the maximum number of working days and teaching days. • A workdaily diary is maintained every day by the teachers individually, according to the classes taken by them as per the indicators of the student performance. • The college has an excellent work culture and in completing the curriculum within the planned time frame of the 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)

[Not Prepared](#)

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
464	MA	Economics	1	1	100
434	MA	History	2	2	100
404	MA	English	6	4	66.66
454	MA	Sociology	9	8	88.88
444	MA	Political Science	17	15	88.23
414	MA	Hindi	25	23	92
018	BCA	NIL	9	7	77.77

006	BSc	NIL	67	58	86.56
009	BCom	NIL	19	14	73.68
003	BA	NIL	148	128	86.48
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2.7 – Student Satisfaction Survey

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

<https://gmlscollege.ac.in/wp-content/uploads/2020/07/Feedback-2017-18.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
Total	0	NIL	0	0

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	01/07/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	01/07/2017	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/07/2017

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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
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
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National	Zoology	1	0
National	Hindi	6	0
International	Mathematics	2	4.5
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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
0	0
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2017	0	0	0
0	0	0	2018	0	0	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2017	0	0	0
0	0	0	2018	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	13	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachhha Bharat Yojana	College and NSS	14	223
Blood test Camp, Essay and Speech competition,	Red Cross	14	63
Matdata jagrukta Karyakram	SVEEP	14	79

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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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
Swachhha Bharat	NSS / Gram Panchayat Seepat	Railly and Swachhha village	14	223

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	01/07/2017	30/06/2018	0

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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
NIL	01/07/2017	NIL	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
116	116

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NIL	Partially	NIL	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	3874	1386850	1034	341400	4908	1728250
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	17/07/2017
View File			

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	14	1	14	1	1	1	13	58	0
Added	0	0	0	0	0	0	0	0	0
Total	14	1	14	1	1	1	13	58	0

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

58 MBPS/ GBPS

4.3.3 – Facility for e-content

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

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
8	8	0	0

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)

Institution has an adequate infrastructure which consists of 18 class rooms, 7 laboratories, 1 ICT Hall, girls' common room, principal chamber, staff room, office and library, Cycle stand, washrooms, water-coolers. Funds are generated for physical maintenance and utilization of infra structure by self-financing, Janbhagidari samiti, state government funds etc. College has an active monitoring system by CCTV cameras. The maintenance and the cleaning of the classroom and the laboratories are done with the efforts of non-teaching staff. All departments are individually equipped with latest ICT infra structure desktops, that function under the guidance of respective heads of the departments. Electrical and plumbing related maintenance is done with the help of local skilled person paid by self-finance and Janbhagidari fund. Around 14 computers are available for use of student and faculty. This is overseen by a designated teacher a computer operator. A dedicated Librarian keeps check on upkeep of library, assisted by book lifter. The activities like library neat and clean and free without insects are done frequently by library staff. A dedicated sports officer overlook maintenance of sport ground and related games material. The college garden, washrooms, cycle stand are well managed maintained by local vendors paid by self-finance Janbhagidari fund. The college administration formulates committees for physical maintenances and verification. Annual physical verification is taken up by such committees. College adopts manual for recording and maintenance of records. College is moving closer to goals of e-office and e- college for better utilization of infrastructure.

<https://gmlscollege.ac.in/wp-content/uploads/2020/08/Procedures-and-Policies-2017-18.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Govt. Scholarship	959	5682478
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
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Yoga Day	21/06/2017	57	NIL
Voter awareness Program (Raily, Nara Lekhan, Kavita Path, Kaindal March, Nibandh Lekhan, Matdata Shapath Diwas)	24/07/2017	173	NIL
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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
2017	NIL	0	0	0	0
2018	NIL	0	0	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
View File					

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
2017	35	B.Sc	Maths/Physics/Chemistry/Botany/Zoology	Govt. E.R.R PG science college, Bilaspur, Govt. Bilasa girls College, Bilaspur, C M D College, Bilaspur	M.Sc

2017	113	B A	Sociology/ Economics/ Pol. Science/ English/Hindi/History	Govt. Madan Lal Shukla College, Seepat, Govt. Bilasa girls College, Bilaspur, Govt. J.P.V college, Bilaspur.	M A
2017	5	B C A	All Subject	Guru Ghasidas University, Bilaspur	M C A
2017	12	B Com	Commerce	Govt. Bilasa girls College, Bilaspur, Govt. J.P.V college, Bilaspur	M Com

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

Items	Number of students selected/ qualifying
Any Other	23

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

Activity	Level	Number of Participants
Mehendi and Hair styling	Institutional level	16
Slogan competition	Institutional level	7
Cooking competition	Institutional level	12
Rangoli competition	Institutional level	17
Debate competition	Institutional level	16
Essay competition	Institutional level	21
Best from waste	Institutional level	10
Dance competition	Institutional level	19
Singing competition	Institutional level	21
Kabaddi, Kho Kho, Vollyball	Institutional level	60

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for	Number of awards for	Student ID number	Name of the student
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			Sports	Cultural		
2017	NIL	National	0	0	0	0
2018	NIL	National	0	0	0	0
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is an active student council in the Institution. The member of student council is selected on the basis of academic merit and as per the guidelines of University and higher education department of state. There are number of committees in which active participation of these members can be seen like Science club, Eco Club, Sveep, Red Ribbon Club, Red Cross Society, NSS etc. The student council represents in the various meetings organized in the institution for academic and administrative purposes and they give their suggestion as well as their cooperation. Student Council always joins hands with faculty members and college administration to ensure overall development of the college. Student's council maintain a disciplined atmosphere in the college. Student Council organizes different cultural programmes to observe important days such as 1. Welcome function for newly admitted students 2. Farewell function for outgoing students 3. Republic Day 4. Independence Day 5. Gandhi Jayanti Annual day is celebrated in the college by Students' council to cultivate the sense of respect for our Indian culture and traditions and culture of our state Chhatisgarh. Every year college organises different type of competition in the campus like essay competition, speech competition, rangoli competition, mehandi pratiyogita, kesh sajja, food festival and the traditional folk dances and songs in solo and group with the help of student's council to enhance the cultural of the local area and society.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Principal is the chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the IQAC and the staff council. Decisions are taken collectively after discussion in meetings. Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other

committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees (1)Discipline committee (2)Anti ragging committee (3)Environmental committee (4)Feedback committee (5)Infra Structure Committee (6)Parent-Teacher committee (7)Academic audit committee (8) women cell for students female staff 9 Self finance committee, janbhagidaari committee and many others involving all staff office and academics to discharge and function their duties and responsibility in proper and perfect way.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Feedback obtained from students and faculties about their syllabus. • Faculties are members in different subjects of board of studies of University and they participated in curriculum development.
Teaching and Learning	Preparing and following teaching plans. • Following academic calendar throughout the session, preparing daily diary and attendance register subject wise • Conducting unit tests, half yearly tests, group discussions, surprise tests. • Exposing students to social activities through N S S, SVEEP, Red cross etc..
Examination and Evaluation	Performance of students monitored by result analysis • Special coaching provided to weak students. • Internal assessment was organised.
Research and Development	Refresher /Orientation courses attended by faculty. • Improving Library facilities. • Research Committee actively engaged in motivating post graduate students towards research. • IQAC has been guiding faculty members to develop research environment in the institution
Library, ICT and Physical Infrastructure / Instrumentation	Purchase of course books and reference books for students • • Reference section and reading room facilities provided
Human Resource Management	Alumni parents meeting were organised • Students are primary recourse asset and the institution develop this asset through their participation in NSS, REDCROSS, SVEEP, MYSY,
Admission of Students	Admission of students through merit basis after counselling and rules of

state government strictly abided by. •
The reservation policy is on the basis
of government approved category wise
reservation policy is strictly followed

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

E-governance area	Details
Planning and Development	Department of higher education has developed semi e-governance system for all govt colleges. SMS alert system for providing information and regular notice to all students.
Administration	College received all orders /circulars from higher education department through email. Various information of college are send regularly to higher officials through email.
Finance and Accounts	The college is linked with Government Treasury through e-governance system. The allocation and expenditure including salary are managed through ekosh software of state government.
Student Admission and Support	Online admission process at entry level through affiliating University.
Examination	All online facilities like form submission, fee payment, result etc. are available at university portal

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
2018	NIL	NIL	NIL	0
2017	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	01/07/2017	01/07/2017	0	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
Orientation Course	1	03/11/2017	30/11/2017	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. General Provident fund, Family Benefit Fund, Group Insurance Gratuity</p> <p>2. Dearness Allowance, House Rent Allowance</p> <p>3. Medical Reimbursement</p> <p>4. Casual Leave (13 Days)</p> <p>Half Pay Leave on Medical Ground (20 Days)</p> <p>Earn Leave (10 Days per year)</p> <p>Leave not due, Maternity Leave (3Months), Study Leave (2 Years), Teacher Fellowship, Summer and Winter Vacation</p> <p>5. Remuneration/Honorarium Examination (Teaching /Non-Teaching Staff).</p> <p>6. For updating the subject knowledge the teaching staff members are allowed to participate in the orientation program, refresher program and short-term courses as when they need as given per the rules of UGC norms.</p>	<p>1. General Provident fund, Family Benefit Fund, Group Insurance Gratuity</p> <p>2. Dearness Allowance House Rent Allowance, 3 Washing Allowance (Only For Class IV)</p> <p>Cycle Allowance (Only For Class IV)</p> <p>Dress Allowance (Only For Class IV)</p> <p>Medical Allowance (Only for Class III /IV Optional)</p> <p>Accountancy Allowance (Only for Accountant)</p> <p>3. Medical Reimbursement</p> <p>4. Casual Leave (13 Days), Half Pay Leave on Medical Ground (20 Days)</p> <p>Earn Leave (10 Days per year)</p> <p>Leave not due</p> <p>Maternity Leave (6 Months)</p> <p>5. Remuneration/Honorarium Examination), Allotment of Government Quarter</p> <p>Loans and Advances for Class III/ IV Employees</p> <p>Compassionate Appointment, Pension.</p>	<p>Poor boys fund, SC, ST, OBC scholarship, all government Scholarships, relaxation in admission for ST, SC, OBC, Divyang students, Book bank facilities.</p>

6.4 – Financial Management and Resource Mobilization

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

The institution conducts both internal and external audit regularly. Internal Audit committee is formulated by the Head of the institute which conducts audit of financial records as Cash-books related to UGC, Janbhagidari, Govt./ Nongovernment Accounts along with the vouchers. Apart from this the committee also audits the entries of dispatch register. After the internal audit the documents are audited by Chartered Accountant. Regarding external audit of state government fund utilization there is a mechanism of departmental audit

which is done 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
Self Financing, Janbhagidari samiti, Nongovernment etc.	3599292	Part time teachers remmunaration, Student welfare, Lab equipments and College development.
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Academic Audit Committee of senior teachers appointed by Principal
Administrative	No		Yes	BY Principal

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

Departments receive feedback from parents through parent teacher meetings and discuss different issues related to the overall development of their ward. (1) Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward (2) Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girlstudents in the college. Presently, the female students constitute above 50 of the total undergraduate students and postgraduate students of the college. (3) Seepat is a small town. Local parents interact with teachers . Parents are also nominated in IQAC and Jan Bhagidari Samiti of the college, so that their valuable suggestions are useful for further development.

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

1. Use and need of computers in daily life (workshop) 2. Three days' workshop organized through National women council association (13.14.15 Nov 2017). Topic of the workshop is "????? ?????????? ??? ??????? ?? ??????? ??????? ???????". 3. We also conducted quiz for students and winners were awarded prize for their achievements. 6.5.4 – Post Accreditation initiative(s) (mention at least three)
1. Computer lab extended- number of computers increased 2. BCA course approved for government appliance 3. Regular medical check-up of students is now being started. New building under RUSA constructed and handed over to the institution. Science section theories shifted to the new building.

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

1. Regular medical check-up of students by Red cross. 2. Computer Lab Extended
3. Chemistry ,Botany, Physics, Zoology Lab extended.

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
2017	Preparation of student data base	06/11/2017	06/11/2017	05/12/2017	12
2017	Result Analysis	04/12/2017	04/12/2017	01/01/2018	5
2018	Feed back collection	30/04/2018	30/04/2018	12/05/2018	197

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness lwcture on beti bachao beti padhao	08/01/2018	08/01/2018	63	35
Rangoli, Painting, Solo 19/12/2016 22/12/2016 57 38 and group dance/ song, cooking competitions , hair style etc.	22/01/2018	25/01/2018	67	54

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

Percentage of power requirement of the University met by the renewable energy sources Students prepare projects on "Environmental Science" as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, ecosystem and biodiversity. Oue future plan is to replace tube lights by LED bulbs and to start use of solar

power system for conservation of energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	93

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
2017	1	1	01/07/2017	30	Hariar Chhattisgarh	Plantation of Tree in Chhattisgarh	197
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Vidyarthi Acharan Sanhita	01/07/2017	Code of conduct of Government of Chhattisgarh is applicable in the institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanti celebration with Swachh Bharat Abhiyan to promote the values and ethics of Mahatma Gandhi Cleanliness is next to Godliness	02/10/2017	02/10/2017	64
Independence Day	15/08/2017	15/08/2017	47
Sanvidhan diwas	26/11/2017	26/11/2017	89
Republic day	26/01/2018	26/01/2018	61
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

(1) Tree plantation programmes are organized by NSS Units. (2) The campus has been declared "plastic free" zone (3) The campus has been declared " Tobacco free" zone . (4) Rain water harvesting (5) Making Compost.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Green Campus - Clean campus

Objectives of the practice -
The college conducts a large number of practices in its campus on the vision, mission and objective of the college. The college also understands its responsibilities towards regional, state, national and ultimately global challenges regarding global warming, plastic hazards and preservation of biodiversity. Green campus challenge has been designed with a vision of making campus more sustainable and greener and promotes the idea and necessity of the same. We encourage healthy and eco-friendly environment in and around the institute

The Context: - The college has green and pollution free ambiance. To maintain pollution free environment college, emphasize to not only hold plantation program in campus but also strives at their protection. The Practice and Evidence: This college values green environment to the utmost degree and makes constantly all the efforts to keep the campus perennially green. Some green measures taken by our college are

- Tree plantation: Each year the college plants score of saplings in and around the campus
- The NSS wing of college engages in tree plantation every monsoon.
- Each year college organizes a plantation drive by students and teachers to ensure awareness in all its ranks.
- Students prefer to sitting outside, under the trees in their spare times rather than in fan cooled rooms.
- The college NSS wing organizes cleanliness campaign every Saturday.
- Students actively participated in Swachh Bharat Abhiyan. The nationwide cleanliness drive under the able guidance of faculty.
- A cleanliness campaign is also initiated every year on 2nd October on the occasion of Gandhi Jayanti.
- To minimize air pollution burning of green waste are strictly prohibited. In order to ensure safe drinking water the college has installed RO water purifier in the campus and both the building have separate drinking watercoolers.
- Students of our college also involved in environmental related efforts like cleaning of surroundings around the college building wall and local areas. We also try to spread awareness about plastic free zone and to avoid of single use plastic. Cleanliness and greenery being integrally related, this college makes constant efforts to keep the premises clean. At regular intervals, swachhata drives are undertaken by the teachers and non-teaching staff of the college.

Institutional Best Practice-2 This is the best practice we have incorporated in post assessment session of NAAC Use of Computer Technology in academics and administration

- Objectives To develop and enhance competencies in teaching, learning and research. To improve computer literacy among students. To increase the efficiency of team work by increasing effective communication
- The Context Students come from various socio-economic backgrounds with little or no access to Information Communication technology (ICT) for learning. The use of ICT by the college has positive impact on learning experience. The importance of ICT lies in focusing individual student, teacher and thus improving overall teaching learning experience. It helps to develop aptitude from descriptive to analytical, from academic to practical and to decide the future career goals.
- The Practice • College has a facility of 20 Computers with 1 LCD projector equipped rooms for conducting lecture, practical sessions and seminars
- Network Resource Centre (NRC) - Adequate provision of about 20 computers with internet facility. Students extensively visit and use facilities of NRC. Students prepare power point representation on different topics for internal examinations. Teachers and students frequently visit different website for updating of their knowledge.
- Internet facility is provided to all departments of the college.
- College website is developed for presenting activities of college related to academics, administration, research and student support services
- Library makes use of advance technologies to access online reference databases
- Teachers are using ICT facility for preparation and presentation of lectures.
- ICT facility is provided for guest lectures
- Lecture notes, references,

information is exchanged between teachers and students using ICT • The ICT facility is used for demonstration of practical sessions and their standardization. • Use of different website for Education • The students and teachers use official email IDs to exchange the information. • The online software helps to organize various tasks in teaching and learning. • ICT in languages • The number of publications in national and international journals, poster presentations in State, National / International conferences has increased because of ICT facility. • The students access various educational websites and online examinations for preparation of various competitive examinations Problems Encountered and Resources Required • Technical Problems related to presentation • Antivirus upgradation, • Orientation of staff and students for using advanced technology. • Encouragement for more applications of ICT

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

<https://gmlscollege.ac.in/wp-content/uploads/2020/08/Best-Practices-2017-18.pdf>

7.3 – Institutional Distinctiveness

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

Government college aspires to become an institution known for promoting academic, physical, moral and cultural development of students. The college pays sincere attention to the physical, moral and cultural development of students. Various competitions for students like debate, painting, speech, essay writing, dancing, singing etc are being organised during the year 2017-18. Career guidance cell organised a workshop in the month of July to encourage the students to register them in the Mukhya mantra Yuva Swavlamban Yojana (MYSY). Some competitions like in volleyball, cycling, kabaddi, swimming our students represent the college at national level. Institution and the staff strive hard to prepare students for the competitive world. Examination result percentage of Students of 2017-2018 is between 80 to 100. Professional and academic development of teachers is always encouraged. In the year 2017-18, 9 research papers published by teachers of our college in different journals and proceeding of seminar/conferences. The college, being a state government institution has a nominal fee structure. Faculty members are NET qualified appointed through Public Service Commission (PSC), which ensures high quality of teachers, thus providing quality education under nominal fee structure. Several students get scholarships from State Government, which further ensures better education of the economically challenged students. College also provides all facilities for academic professional development of teachers and staff. Although the college is located at rural area but we are proud to say that the ratio of girls is at par in our institution. we are trying our best to provide modern ICT based facility to our students and faculty

Provide the weblink of the institution

<https://gmlscollege.ac.in/wp-content/uploads/2020/08/Institutional-Distinctiveness-2017-18.pdf>

8.Future Plans of Actions for Next Academic Year

1.Upgradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members. 2. Creation of new facilities in RUSA classrooms 3. Extension of Gym and sports facilities. 4.Organization of workshop, seminar and job-oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni 5. Organization of seminar and workshop by

the IQAC to promote the quality improvement strategies in teaching-learning, research, extension related and co-and extracurricular activities. 6. Encouraging faculty members to complete their doctoral degrees and to continue research activities through quality publications and research projects 7. We plan to shift to solar system in future academic session 8. Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives 9. Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies 10. Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff.