



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVT. LOCHAN PRASAD PANDEY COLLEGE ,  
SARANGARH**

GOVT. LOCHAN PRASAD PANDEY COLLEGE, SARANGARH, DISTRICT-  
RAIGARH, STATE- CHHATTISGARH, PINCODE- 496445

496445

[www.glppcollege.in](http://www.glppcollege.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**January 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Govt. Lochan Prasad Pandey College Sarangarh was established on 8th August 1983. It is situated in Bilaspur road in Khelbhatha area of Sarangarh. Initially the name of the college was Government Degree College, Sarangarh, which was later renamed after great Litterateur Shri. Lochan Prasad Pandey, in the year 2008.

The tagline of the college is “*Aa no bhadraah kratvo yantu vishwatah*” that means, “Let noble thoughts come to us from every sides”(Humare liye sabhi oor se kalankari vichaar aayein). As the tagline gives the expressions of positive and all round growth of the students of the institution, which is similar to that of the vision of Higher Education.

The college is affiliated to Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur. The college offers streams of Arts, Science and Commerce. Along with BA, BSc and BCom, The college also offers Post graduate degrees in 5programmes, i.e. MA in Sociology, MA in Economics, MCom, MA in Hindi Literature and MSc in Chemistry. A unit of National Service Scheme (NSS), National Cadet Corps (NCC), Youth Redcross Society (YRS), Red ribbon club is also there in the college.

A separate study center of Pt. Sundar Lal Sharma Open University (PSSOU)is also situated in the college campus. The college works in its own building, with large playgrounds for outdoor games. The main purpose of the college is to bring educational quality along with values to the students and shaping up their minds to become national assets.

### **Vision**

To make commanding and empowered youth, especially underprivileged sections of the society and bringing educational quality along with values and critical thinking for shaping up their minds to become future leaders, entrepreneurs, better service providers, or skilled artist etc. and overall as a good national assets and a good human being.

### **Mission**

The mission of the institute is as following:

- To produce first generation learners from all sections and categories of the society.
- To motivate the young minds to build the habit of critical thinking to accomplish excellence.
- To provide exposure to the students for academic and extra-academic activities for holistic development of the students.
- To develop sensitization among the students towards ecology, environment, human rights and gender equality.
- To stimulate entrepreneurial spirit in students.

- To focus on overall personality development of the students.
- To encourage the students for global competencies.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

#### Institutional Strength

- There is a large no of students coming from nearby villages and maximum students are from SC, ST and OBC categories.
- Programmes are offered in the three streams of study i.e. Arts, Sciences and Commerce and there are PG programmes in five subject i.e MA Economics, MA Hindi Literature, MA Sociology, M Com and MSc Chemistry.
- The college has NSS, NCC, Red Cross, Science Club and Red Ribbon Club.
- The college serves the society by providing knowledge to the local students and also through different extension activities organised by NSS, NCC, Red Cross, Science Club and Red Ribbon Club etc.
- The college has huge Library with large amount of books for serving the UG and PG students.
- The college has ample space for play ground.
- The teachers of the college are well qualified, hardworking and positive towards their work and there is good atmosphere for their career growth and research work.

### Institutional Weakness

#### Institutional Weakness

- The students come from local villages and lack financial supports and need additional supervision and attention.
- There is requirement of permanent teaching faculties in the most of the subjects as it influences the teaching learning processes in the college.
- There is lack of non- teaching staff in the college, which increases the work load in the teaching staffs and also have an effect on the proper functioning and management of the college.
- There is lack of boys and girls hostel, auditorium, canteen, conference hall etc in the college.

### Institutional Opportunity

#### Institutional Opportunity

- The students of the college are very hard working and have abilities to achieve a lot in their career and work for society.
- The institution is continuously working towards the providing better facilities and infrastructure to the students for the all round growth of the students.
- The institution is working towards improvising the ICT facilities in the college.
- The library facilities are also in continuous growth and we are working towards including journals and e-resources.

- The college is working towards increasing the extension activities of the students for betterment of the students.

### **Institutional Challenge**

### **Institutional Challenge**

- There is lack of professors in the college, and most of the teachers have lesser teaching experience, which effects the research environment of the college.
- The boundary wall of the college is incomplete which affects the supervision of the college and preventing the college from outsiders is a huge task.
- The college comes in a place where there is scarcity of water in summers which hugely affects the greenery of the college.
- The students of the college come from distant places so there is huge need of girls' hostel in the college.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

### **Curricular Aspects**

The programmes are offered in the three streams of study i.e. Faculty of Arts, Faculty of Sciences and Faculty of Commerce for the students and there are five PG programmes subject running in the college, that are MA in Economics, MA in Hindi Literature, MA in Sociology, M Com and MSc in Chemistry. The college is affiliated to Atal Bihari Vajpayee Vishwavidyalaya (ABVV), Bilaspur, and the syllabus is prepared by the Board of Studies of the University. The planning and implementation of the curriculum is effective as the institution firmly follows the academic calendar provided by the University and Higher Education Department of Chhattisgarh. The college believes in the all round growth of the students by providing NSS, NCC, Youth Red Cross, and Red Ribbon Club facilities to the students with extracurricular activities. The college believes and works in integrating and sensitizing the students about being a good human being and putting values and morals above any other thoughts.

### **Teaching-learning and Evaluation**

### **Teaching-learning and Evaluation**

There are a good number of enrolment percentages of students' admission in the college for both UG and PG programmes. The enrolment percentage has been showing positive graph in growing years. The admission of the first year students is through online process from the last few years, as the student has to apply in the university website for the college and then the university sends details of the students on the basis of merit. Depending on the no of seats in the particular program and on the basis of reservation for all the categories as per state government rules, seats are marked and merit lists are generated in the college. Most of the seats reserved for ST candidates remain unoccupied and later offered to SC and then OBC candidates. The number of full time

teachers is not substantial throughout the years but still the hard work of the qualified teachers and with prop up of the part time teachers (Adhoc Faculties) all the internal assessments and considerable steps are taken slow and fast learners.

The teaching process not only involves chalk and talk methods but also involves experimental and participative learning with use of ICT tools such as projectors and online media. The college not only believes in shaping the students for their academic growth but also puts efforts for the all round growth of the students by participation in sports and extracurricular activities. Also the problems that they go through related to academics or for sharing their other physiological issues, the students are assigned with mentors who help to cope up with their problems.

### **Research, Innovations and Extension**

#### **Research, Innovations and Extension**

The college has been working for improving its research and innovation. There are well qualified teachers in the college and out of 7 teachers, 3 have PhD degree in their respective subjects and one has MPhil. All the teachers have attended Faculty Induction Programmes (FIP)/ Orientation Programmes (OP) in scheduled time. Also refresher course (RC) in their specific subjects has been attended by the teachers. The teachers are always encouraged to attend seminars, conferences and workshops. The College has NSS, NCC, Youth Red Cross, and Red Ribbon Club for promoting them towards extension activities along with usual academic learning. Various tasks are performed by the students of NSS and NCC in the neighbouring villages. Also camps are organized by the NSS and NCC cadets on several topics. Several Health awareness programmes, Medical and Blood Donation camps, environmental awareness programmes are also organized in the college. Important days such as World AIDS Day, Women's Day, Environment Day, International Yoga Day, Science Day, and International World Youth Day, Birthdays and death anniversaries of important nationalists etc are celebrated in the college. Through such activities the students of the college get chance to socialize and have the abilities to think beyond individual interests. They learn teamwork, leadership skills, better communication skills, decision making and time managements through such programmes and extension activities.

### **Infrastructure and Learning Resources**

#### **Infrastructure and Learning Resources**

The college campus spreads over 11.5 acres of land with three buildings, the old Building, the new Building and Library Building. The college has a principal's room, two staff rooms (one in each building), office room, 19 classrooms, four laboratories, an ICT room, girl's common room, NCC room, Examination control room, store rooms, and a study centre for Pt. Sundar Lal Sharma Open University (PSSOU). The library of the college is well equipped with almost 60,000 books and also the library building has a reading hall for the students and teachers. There are 24 CCTV cameras for proper surveillance of the campus. All The buildings have Wi-Fi

facilities. There are separate toilets for both boys and girls in all the buildings. The college campus is full of greenery with huge area for conducting sports events. There are playgrounds for, badminton, cricket, volleyball, kho-kho, badminton etc and also some indoor games such as chess, carom is played in the college. The maintenance of the college is done through the public works department (PWD) of C.G. Govt.

### **Student Support and Progression**

#### **Student Support and Progression**

The students of the college are always encouraged for their progression and all round development which can be reflected in their achievements and goals and also by their relationship with their alma mater. The needful students are provided with scholarships through government schemes. The college also has a career and counselling cell and placement cell to help the students in many ways. They are provided with proper guidance for shaping their knowledge and planning for their career growth through career counselling. They are encouraged for participating in different sports and curricular events and also for different tasks which can help for their all round growth. Many students have won honour at intercollegiate, interuniversity, sector and levels. The college always works for the real growth and for progression of the students.

### **Governance, Leadership and Management**

#### **Governance, Leadership and Management**

The vision of the college is very clear about making commanding and empowered youth, and filling them with values and critical thinking for shaping up their minds to become good national assets and overall a good human being. The college properly works with this motif through a proper management process, for which the Principal of the college has assigned different cells and committees in the college. In the college, the Principal, the teachers, the non teaching staffs, the IQAC committee work together in a very positive manner for the betterment of the college and the students. The staff councils, Janbhagidari samiti and other cells and committees also work in understanding with the other committees. The college always plans and then executes its planning for improvising the facilities of the students. It also provides a good support and better working environment to its staffs for their proper functioning. The college always follows the guidelines of the University, Department of Higher Education of Chhattisgarh and State Government.

### **Institutional Values and Best Practices**

#### **Institutional Values and Best Practices**

The college always works in putting discipline and moral values as basic nature of the students. It always tries to put these important properties in the society by implementing certain things like strictly working on code of conduct, working on removal of any kind of distinctness on the basis of gender, religion, language, culture etc. Putting efforts on environmental management and protection and also working in the field of providing environmental awareness among the students. There are many practices which work for the betterment of the students but two major best practices have been mentioned here. One of the Best Practice is: “One Student One Plant” and the other is: “Speak Your Mind”. Under “One Student One Plant”, the students are building inner love and affection for nature and to build understanding about local species present and their benefits to nature.

And under the Best practice of “Speak Your Mind” The students are encouraged to discuss about their thoughts and prospective about any topic given to them through essay writings.

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## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. LOCHAN PRASAD PANDEY COLLEGE , SARANGARH
Address	Govt. Lochan Prasad Pandey College, Sarangarh, District- Raigarh, State- Chhattisgarh, Pincode- 496445
City	Sarangarh
State	Chhattisgarh
Pin	496445
Website	<a href="http://www.glppcollege.in">www.glppcollege.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	D. R. Lahare	07768-296306	9752292926	07768-	glppc.dpt@gmail.com
IQAC / CIQA coordinator	Lokeshwar Patel	07768-233306	9907939990	07768-	lokeshwarp0@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details



Date of establishment of the college	10-09-1983			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Chhattisgarh	Atal Bihari Vajpayee Vishwavidyalaya		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	06-01-1992	<a href="#">View Document</a>		
12B of UGC	13-04-1993	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Govt. Lochan Prasad Pandey College, Sarangarh, District- Raigarh, State- Chhattisgarh, Pincode- 496445	Rural	11.25	3458.56

## 2.2 ACADEMIC INFORMATION

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<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce All Compulsory Subjects	36	Higher Secondary	English,Hindi	390	388
UG	BSc,Fc Evs Botany Zoology Chemistry Physics Maths	36	Higher Secondary	English,Hindi	210	205
UG	BA,Fc Evs History Economics Sociology Political Science Hindi Literature English Literature Geography	36	Higher Secondary	English,Hindi	50	50
PG	MA,Hindi Literature	24	UG	Hindi	30	30
PG	MSc,Chemistry	24	UG science	English	30	30
PG	MCom,Commerce All Compulsory Subjects	24	UG commerce	English,Hindi	30	30
PG	MA,Sociology	24	UG	English,Hindi	40	40
PG	MA,Economics	24	UG	English,Hindi	40	40

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	5				0				17			
Recruited	0	0	0	0	0	0	0	0	5	2	0	7
Yet to Recruit	5				0				10			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				1			
Recruited	0	0	0	0	0	0	0	0	0	1	0	1
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government			19	
Recruited	6	2	0	8
Yet to Recruit			11	
Sanctioned by the Management/Society or Other Authorized Bodies			0	
Recruited	0	0	0	0
Yet to Recruit			0	

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				5
Recruited	4	1	0	5
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	2	0	3
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	3	0	0	3
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	10	4	0	14
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		10	5	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	766	0	0	0	766
	Female	968	0	0	0	968
	Others	0	0	0	0	0
PG	Male	119	0	0	0	119
	Female	199	0	0	0	199
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	326	329	305	253
	Female	341	343	320	298
	Others	0	0	0	0
ST	Male	83	84	82	59
	Female	123	99	77	78
	Others	0	0	0	0
OBC	Male	409	392	364	273
	Female	446	409	385	356
	Others	0	0	0	0
General	Male	16	22	22	23
	Female	33	26	31	36
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1777	1704	1586	1376

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	According to the National Education Policy 2020, model public universities named MERU (Multi-disciplinary Education and Research Universities) will be established on the lines of IITs, IIMs etc. for holistic and multidisciplinary education. The aim of these universities will be to achieve the highest global standards in quality education. These will also set the highest standards of multidisciplinary education across the country.
2. Academic bank of credits (ABC):	Under the National Policy on Education, 2020, Academy Credit Bank will be set up which will digitally compile the credits received from different recognized higher educational institutions so that the degree can be awarded by the higher educational institution on the basis of the credits obtained if the student studies as specified by HEI. He/she may also be awarded a degree in a 4-year program with a thesis in the field of its core area.
3. Skill development:	According to the National Education Policy 2020, at least 50% of the students will be provided vocational education experience through the school and higher education system for which a clear action plan will be developed with targets and time frame. This is consistent with the Sustainable Development Goals and will help India's population to get the full benefits of its resource. Higher education institutions will also be allowed to offer certificate courses of limited duration in various skills including soft skills. Subjects related to "Lok Vidya" i.e. important vocational knowledge developed in India will be made accessible to the students through integration in vocational education courses. Wherever possible, the possibility of conducting vocational courses through ODL mode will also be explored.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	According to the National Education Policy 2020, all Indian languages and their related prosperity will be documented through we based platform/portal/Wikipedia for the preservation of local art and culture. The platform will have videos, dictionaries, recordings and other material like language speaking, stories telling, poetry recitation, drama playing, folk singing and dancing etc. People from across the country will be invited to contribute to these efforts by adding relevant content to these platforms/portals/Wikipedia.



<p>5. Focus on Outcome based education (OBE):</p>	<p>NEP 2020 envisages a comprehensive regulator i.e. Council of Higher Education of India for higher education institutions across the country, which will have multiple verticals to full-fill different roles. The Higher Education Commission of India will function as a single body for the entire higher education sector except medical and legal education. Under NEP 2020, a target has been set to increase the Gross Enrollment Ratio in higher educational institutions to 50%, under this - (1) provisions related to school education (2) protection of linguistic diversity (3) physical education (4) curriculum and assessment related Reforms (5) Provisions have been made to improve the education system.</p>
<p>6. Distance education/online education:</p>	<p>In view of the emergence of digital technology and the emerging importance of technology for teaching-learning at all levels from school to higher education as per the National Education Policy 2020 - this policy recommends the following key aspects (1) Pilot study for online education (2) Digital infrastructure (3) Online learning platforms and tools (4) Content creation Digital repositories and dissemination (5) Bridging the digital gap (6) Virtual labs (7) Training and incentives for teachers.</p>

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
202	202	202	156	156
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
08	08	08	08	08

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1686	1569	1488	1297	1250
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
397	393	393	367	367

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
541	576	482	409	391

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
8	7	7	6	6

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
20	20	20	20	20

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 19**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
27.01	1.4	13.48	103.23	11.89

**4.3**

**Number of Computers**

**Response: 17**

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## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

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

###### Response:

The institution has been affiliated to Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur, Chhattisgarh. The institution follows the academic schedule provided by the Higher Education Department of the state. The institution encourages the students to work and participate in various curriculum activities along with academics for the all round development of the students.

To implement effective curriculum delivery through a well planned and documented process the institute follows certain processes:

- 1.Meetings: The Principal of the college commences meetings of all faculty members and non teaching staff at commencement of every academic session (year/semester) in which various decisions and implementations of various programs are discussed.
- 2.Academic calendar: In the beginning of every session, lesson plans are prepared by all the faculties for proper implementation of curriculum. College timetables, daily teaching dairies and attendance registers are prepared in every session.
- 3.Teaching Methodology:
  - The college insists the staff members to follow innovative teaching methods such as internet, e-notes, e-lectures, LCD projectors along with traditional chalk and talk methods.
  - In addition to this, the faculties also adapt various interactive sessions including doubt removal class, seminars, peer teachings, assignments etc to help the students to learn the curriculum effectively.
  - Scheduled tests for UG and PG students are conducted.
  - Apart from this, various important activities like, sports, debate, singing, quiz, rangoli competitions etc are organized frequently.
  - Important days, such as independence day, republic day teachers day, Gandhi Jayanti, Swami Vivekanand Jayanti, vidhikshaksharta divas, Environment day, earth day, Hindi Divas etc are celebrated to make the students enlighten with their history, society and outer world.

File Description	Document
Link for Additional information	<a href="#">View Document</a>

**1.1.2 The institution adheres to the academic calendar including for the conduct of CIE****Response:**

The institution firmly follows the academic calendar provided by the university and higher education department of Chhattisgarh. The academic calendar includes the important days and dates for conducting multiple activities for the proper academic as well as extracurricular development of the students. The institution always follows the tentative schedule for planning examinations, internal examination, project work, practical exams and assignments. All other activities including celebration of different days such as Independence Day, republic day, teachers' day, Gandhi Jayanti, Swami Vivekanand Jayanti, vidhikshaksharta divas, environment day, earth day, hindi divas etc are also done along with the academic curriculum. Different activities of NCC, NSS, Youth Redcross Society, Red ribbon club etc are also done on scheduled timings. Different activities of sports, different competitions, such as rangoli competition, mehendi competition, singing competition, poem recitation, salad sajja competition, quizzes, and debate competitions are organized by the institution. Also annual day celebration is also done on tentative schedule in the institution.

File Description	Document
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

**1.2 Academic Flexibility****1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**Response: 0****1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.**

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years****Response: 0****1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response: 0****1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

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

**Response:**

The institution integrates issues significant to professional ethics, gender, human values, environment and sustainability into the curriculum by providing proper atmosphere to the students and staff members. It is done by incorporating the values and ethics in the curriculum as well as making it a part of institution's persona. For this the institute has taken several steps including:

- Environmental studies have been incorporated as a compulsory subject in first year at undergraduate level and Human Rights are included in post graduate students' syllabus studying humanities.
- Gender related issues, and topics relevant to the current scenario are broadly discussed and stimulation is done for the students to critically think over the situations. Many competitions are organized for bringing proper understanding over any crucial topics related to gender and humanities.
- The national service scheme (NSS) of the college organizes tree plantation program and cleanliness awareness programs and camps regularly in the college as well every year in nearby locations to make the students socially responsible and aware towards the environment.
- Anti ragging cell continuously monitors and prevents ragging activities in the whole campus.

Some important days such as environment day, earth day, vidhikshaksharta divas, swachhatapakhwada, yoga day etc is done for enlightenment of the students for professional ethics, gender, human values, environment and sustainability.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 1.11

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
02	02	02	02	02



File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 32.09

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 541

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** D. Any 1 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** B. Feedback collected, analysed and action has been taken

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 87.35

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
670	595	596	495	567

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
720	680	680	630	630

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 100

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
397	393	393	367	367

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

## 2.2 Catering to Student Diversity

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

**Response:**

There is a huge variety of students that take admissions in college's for higher education and every student is different from one another. Everyone is blessed with a different quality. There are some students which can grab the lessons very quickly and some take time for the same. Based on the ability of the students, it is needed to appreciate the advanced learners and put extra attention on the slow learners so that the faculty can take a hold on all the students in the classroom. The institute also follows certain methodology to spot out advanced learners and slow learners. The advanced learners and slow learners are recognized on the basis of their performance in tests organized in class, interaction in class room and laboratory, their primary knowledge, understanding of concept and expression abilities by considering the participation of the student in classroom and his/her performance in extracurricular activities of the college. On such parameters slow learners and advance learners are opted out and the nature of problem of the student is tried to be understood by the respective subject teacher and then accordingly measures are taken by them. There are certain important steps that are suggested by the IQAC and Academic Council of college to be taken if any student is recognized as slow or advance learner. They are as follows:

Things done for slow learners:

- They are provided with extra classes for improvement of curriculum.
- Motivated and encouraged to participate in different competitions including quiz, essay writing, debates competitions etc for the development of their mental abilities and self motivations.
- Special attention is given to slow learners and personal counseling is done by the subject teacher for understanding the difficulties faced by the student in understanding the subject.
- Various study materials and easy notes are provided to the students.

Things done for advanced learners:

- They are encouraged and guided to pursue higher education.
- Prizes are given for extraordinary performance of the students in academics for encouragements.
- Extra classes or special classes for crucial topics are taken

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 210.75

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

#### Response:

The idea of any institution is basically focusing on the overall growth of the students by adapting the student centric methods. Experimental learning, participative learning and problem solving methodologies are the major elements which support the idea.

Experimental Learning- the students of science and commerce of the college mainly experience the experimental learning methodologies for developing the ability to immediately apply knowledge and development of reflective practice habits. Teachers apply certain methodologies such as preparation of herbarium by the botany students, pH tests done on different substances, surveys done by PG students of sociology and economics etc. Also many programmes consist of weekly seminars on different topics to give the students practical and experiential learning.

Participative learning- the teaching methodologies performed by the college have active student involvement. This means that students are not just listened to, but also learn and that their voices shape outcomes. For this purpose the students have access to the library of the college in which they can gain innumerable learning resources for enhancing their understanding of the topics. Some classes also involve peer teaching which help them reflect their knowledge and understandings about certain topics.

Problem Solving Methodologies- The methodologies helps the students to understand their problems go through some brainstorming and brings results. For this purpose we have doubt classes and discussion classes. In which the students share their doubts, discuss about them and then solve their problems.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

In the institution the teachers are very innovative and work with the upcoming generation. new technologies are always appreciated and used by our teachers for better teaching and learnings. Therefore, apart from the traditional methods of chalk and talk we are also adopt new ICT based teachings using e-tools, and techniques for passing information and also to communicate with the students in the field of higher education. With time it has become very important that all the teachers should learn and follow ICT

teachings for better teaching, according to the need of the era. Also, the students have become aware with the information and communication technology (ICT) methods of teaching, they take very much interest when the lectures are conducted as PowerPoint presentations as well as videos are played during lecture time. The students also get engaged with the lectures and the seminars of the PG students are taken as PowerPoint presentations. Also the students are encouraged for preparing e-notes and sharing of better prepared notes. This helps in better and objective understanding of the topics apart from assisting in various competitive examinations. There is a practice of weekly topic wise test through either written or oral method for evaluating the students. The students are assisted in their area of shortcomings and on the strong points they are supported to further improve their routine them with various aspect of many field of knowledge. These resources are equally of great help to the teachers for enriching their knowledge and advancement of their academic career.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

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

**Response:** 241:1

#### 2.3.3.1 Number of mentors

**Response:** 7

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 34

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 22.38

##### 2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
4	1	1	1	1

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 5.5

##### 2.4.3.1 Total experience of full-time teachers

Response: 44

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

#### Response:

Internal assessment is a very important element of academics of any institution. It helps to give credit in definite assessment of the students. Also it reduces the burden and tension related to the final examination. In addition, it provides data related to student's performance and proper evaluation of student can be done by it. It provides proper time to the teachers to help them their student's problems and understanding over any topic. Therefore, academic calendar is made in every academic year. The internal exams are scheduled and the students are informed in advance. Also the results of the internal assessment are discussed with the students. Also if the student has any grievance related to internal assessment then, he/she can also consult the subject teacher, mentor or the committee for such purpose. Internal assessment is done through written examinations, assignments submission, practical examination, viva-voices etc. The internal assessment is done over 10 marks whose marks are not included in the academic results. Also the affiliating university has started taking internal assessment in which 10% marks of the students are evaluated through internal assessment for UG students and for PG students' internal assessment is for 20 marks. The institute tries to keep the whole process robust and transparent for proper satisfaction of the students.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

#### Response:

For dealing with internal/ external examination related grievances the institution has a special committee which looks over all the problems faced by the students during examination and also their grievances. The committee receives grievances related to various aspects of the examinations and efficiently helps the students to overcome over their grievances in a transparent and time bound manner. Generally the grievances are related to sitting problems, drinking water facilities, about taking care of their small children during the examination, issuing new admit card etc. But there are also some problems related to typos in their mark sheets. The grievances are redressed as soon as possible on the spot (if possible) by providing personal help or required amenities. When any typo related problem occurs then the institution steps forward to help the student by informing it to the university examination departments from student's behalf. The institution always seeks to keep the whole process transparent and on time.



File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

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

**Response:**

There are various programs being offered in the institution, and the institution. The learning effectiveness of any programme and course depends on its outcome. The institution has developed programme wise outcomes, programme specific outcomes and course outcomes by the help of all the departments considering the mission and goals of all the programmes and they find place in the link also. The programme outcomes and course outcomes primarily aims at conveying knowledge and skills which is essential for building students capability and personality and focuses on holistic development of the students. The program and course outcomes are finalized after suggestions through all the teachers and Heads of the departments and presented in the academic council meetings and then after approval from the academic council, they are approved by the Principal. Thereafter, the Pos, PSOs and Cos are displayed in the website. The students can view them and get proper understanding of program and course outcomes, which helps the students to choose their actual field of interest.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

The potential outcomes are specifically mentioned for all the disciplines and it is for the departments to determine that the outcomes are accomplished after every examination. The college is devoted to produce quality education to produce fruits for nation which is also the key aim of the institution, which is also reflected in the programme and course outcomes. The attainment of PO and CO is evaluated by:

- The continuous Internal Assessment and analysis of year end / semester end examination are prime tools for evaluation of PO and CO. There are three internal tests, practical, assignments, that are

conducted during the academic session and the results are analyzed.

- The PO and CO for the postgraduate students are evaluated through the seminars organized for each subject.
- The student feedback on curriculum is received and the same is discussed with all the departments relevant changes can be made.
- PO is evaluated based on the performance of the students in terms of their progression to higher studies, qualification in competitive examinations and placements.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 85.84

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
492	515	330	355	366

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
541	576	482	409	391

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

<b>Response: 3.4</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

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

**Response:** 0

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

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**3.1.3.2 Number of departments offering academic programmes**

2019-20	2018-19	2017-18	2016-17	2015-16
8	8	8	5	5

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

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

#### Response:

The institution has arts, commerce and science faculty programmes. The institution is one of the colleges which are working in providing standard education in the area and offering the fruit of knowledge to the local students. The institution has served the place and the society with limited resources and still made standards in providing education to the locals.

The institution is very focused in providing ecosystem for innovations and has initiatives for creation and transfer of knowledge through:

- Providing physical infrastructure and support systems to the students
- Providing high speed internet access and Wifi facility in the institution.
- Providing library facilities with sufficient amount of books for UG and PG programmes and a reading hall for the students and teachers.
- The teaching faculties are encouraged for their research works (two teachers have recently been awarded PhD and one has been registered for PhD in last five years).
- The teachers are also guided for increasing their publications and writing papers and review articles.
- The teachers and students are encouraged to attend national/international seminars, workshops and symposium etc.
- The teachers are encouraged for attending Refresher Course or Faculty Induction Programmes.
- Students get exposure to the distinct ways and manners in different fields cultural, sports and academics, in which the alleged teachers of the institution pass their knowledge.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years****Response:** 0**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**File Description****Document**

List of workshops/seminars during last 5 years

[View Document](#)**3.3 Research Publications and Awards****3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years****Response:** 0**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years****3.3.1.2 Number of teachers recognized as guides during the last five years****File Description****Document**

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

[View Document](#)**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 0.44**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
3	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

**Response:**

Social commitment is a crucial part of the vision of the institution. The students and faculties emphasize on social outreach and extension activities for having proper understanding among the students for the social problems and bringing sensitisation in their minds in problem solving for the social issues for the holistic development of the students and incorporated learning. The institution considers ethical and moral activities important for the students and supports the students for adding social values in their personality and prepares them to be a responsible citizen of India. NSS, NCC & YRC of the college focus on building core values among the students. Regular tasks are performed by the students of NSS and NCC in the neighbouring villages including knowing their issues and helping them in solving them. Various camps are organized by the NSS and NCC cadets based on several themes. Various important days such as World AIDS Day, Women's Day, Environment Day, International Yoga Day, Science Day, and International World Youth Day etc are celebrated in the college. Several Health awareness programmes, Medical and Blood Donation camps, environmental awareness programmes are also organized in the college. Through such activities the students of the college get chance to socialize and have the abilities to think beyond individual interests. They learn teamwork, leadership skills, better communication skills, decision making and time managements through such programmes and extension activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 0**

#### 3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response: 60**

#### 3.4.3.1 Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
11	13	15	12	9

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>



**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response:** 93.28**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1579	1569	1488	1235	969

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

**3.5 Collaboration****3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year****Response:** 0**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years****Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

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### 4.1 Physical Facilities

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

**Response:**

Govt. Lochan Prasad Pandey College, Sarangarh is affiliated from Atal Bihari Vajpayee University Bilaspur. Establishment year is 1983. The campus spreads over 11.5 acres of land. There are two buildings in the campus one is Old Building and one is called New Building. There is also a separate building for Library. The old building has two floors and other buildings are single floored. The old building of the campus provides accommodation of the Principal room, office room, computer room, treasury room, exam material room, NCC room, NSS room, Pt. Sundar Lal Sharma Open University (PSSOU) study room, hall, class rooms, Chemistry labs, Zoology lab, Geography lab, examination store room, store room, sports room, wash rooms in the ground floor and Botany lab, Physics lab, ICT room cum seminar hall, other classrooms, wash rooms, staff room, girls common room, examination store room, in the first floor. All laboratories are enriched with equipments and other practical materials. There is also a big lawn area in the center of the building, where the cultural activities and also annual function is conducted. The new building has six classrooms, all with green board facilities. One staff room is also available for teachers for preparations of their teachings. One separate wash room is available for girls and boys each and there are long corridors in front of the classrooms. In college campus two tube wells are in working condition with a pump house. The library building is also situated in the college campus which comprises of two halls for books storage. Many book shelves are available in library equipped with books. Library also has an office room and a librarian room along with one store room. The long corridor is utilized as Reading Room. Washroom facility is also available in the Library Building. There are approximately 60,000 books available in library. Also, there are 5 cycle stands in the college campus for teacher and students. Along with that there is huge playground area in the campus. There are also CCTV facilities in the whole campus for safety purposes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

##### Response:

The environment of the college is very favorable from the point of view of cultural activities and sports facilities. The performance of the college excellent every year in district and state levels.

##### Sports -

There is ample area available for sports in the college campus as the area of the college is spread over 11.5 acres. So various sports program are organized in the campus successfully and easily. Out of 11.5 acres land in the college campus about 7 acres of area is available for sports activities. National Cadet Corps (NCC) unit is also active in the college. The march past practices and trainings of all kinds of physical activities of the NCC cadets is performed in the college campus only. Outdoor games facilities including separate grounds for cricket, kho-kho, kabaddi, athletics, football, volleyball are available in the college. Indoor game facilities available like chess and carom are also available in the college. For the development of sports activities and advancement of the performance of the students in sports, adequate sports materials are available in the college. The college does not have gymnasium facilities. **Indoor Game - Chess, Carom**

##### Outdoor Game -

1. Kho – Kho
2. Kabaddi
3. Athletics
4. Football
5. Volley ball
6. Soft ball
7. Cricket
8. Badminton

##### Cultural Activities –

Cultural activities are successfully organized in the college on various occasions every year. On the occasion of Republic Day and Independence Day spectacular cultural programs are presented by the students. Every year on the occasion of republic day a block level republic day celebration is organized, where the students display their brilliant talent. The unit of National Service Scheme (NSS) is also working in the college. Various cultural activities are successfully performed by the students through NSS. Annual cultural program is organized every year, through this event various aspects of cultural program are demonstrated by the students. The cultural program not only entertains but also provided a platform for students to build their personality and careers.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 5.26

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 1

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

**Response:** 33.17

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
5.45	0.05	6.1	100	0

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

The college library has been established in 1990. Ever since the library was established, there has been a steady progress in the number of books and services since then. The library is spread over 1,500sqft area. The library has five rooms. In two rooms books are kept in neatly and furnished wardrobe and closed cupboards. The library has two storage rooms, one librarian room and one wash room. The library has a large corridor which is used as a reading room. About thirty students can sit together and study in the reading room. Electric and water facilities are available in the library, there are fans in the reading room. Books are supplied to the students after 2:00 p.m. in the library. Different day and dates have been set for different classes. Two books are provided to the under graduate students for the period of fifteen days and more than two books to the post graduate students again for the same time period. Fine has to be paid if the student crosses the time bounds. Stationaries are supplied to students belonging to scheduled caste and scheduled tribes through the library. Books are also issued to the professor and employees working in the college. Various competitive exam books and reference books including theoretical and practical books are available in the library. The college library is a thriving library with around sixty thousand books.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** D. Any 1 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 3.73

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
7.86	0.21	3.85	2.45	4.3

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 0.83

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

Response: 14

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

**Response:**

The institution has a well equipped system related to its IT facilities including Wi-Fi. The website has been created and is frequently functional and timely updated. The important notices regarding academics, sports, examinations or any other activity are timely uploaded in the website. The college has a high- speed optical fiber connection through which administrative task in the college are dealt very quickly. Wi-Fi facilities are also available along with fiber connection, which is used to increase the internet facilities in the college. LCD head-on projector is installed in the seminar hall. Seminars are presented by students of postgraduate classes through PPT presentation via LCD. In case of problem related to information technology in the organization, an employee has been appointed for their maintenance and repair and also as computer operator. All the computers used for office work in the college are connected with Wi-Fi. All computers

have antivirus installed on them, so that mobility in work is maintained. CCTV cameras are installed in college building.. The view of the CCTV is connected to the Principal's room and his mobile. The college earlier had broadband facility, which was updated to optical fiber connection in august 2020 by Bharat Sanchar Nigam Limited.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 99:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 750 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 85.42

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



2019-20	2018-19	2017-18	2016-17	2015-16
23.45	0.94	12.82	103.06	9.3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

##### **Response:**

##### **Laboratory –**

The college is equipped with laboratory facilities in the subject of Chemistry, Physics, Zoology and Botany of the science faculty and Geography of the arts faculty. Four technicians and four lab attendants are employed for the proper operation of experimental works in the college. The laboratories are regularly maintained by the lab attendants. Stock registers are updated every year in all laboratories. Every year laboratory material is procured as per the requirement. All the laboratories of the college are rich in terms of resources.

##### **Sports –**

A wide playground is available in the college campus. The National Cadet Corps and National Service Scheme units are functioning in the college, which includes both students girls and boys. Students make their invaluable contribution in the cleanliness of the playing field of the college campus.

##### **Computer-**

Computers and printers are available in sufficient quantity for administrative and academic work of the college. Two computer operators are working in the college, one of which is appointed by government and the other through JanbhagidariSamiti. The computer operator also has expertise in repairing and maintaining the computer, due to which there is no problem of any kind in computer operation.

##### **Battery Backup System –**

Keeping in mind the power supply problem, a set of battery backup system has been installed in the college, due to which there is no disruption in official work.

**Power Generator–**

The college also has two power generator sets, in which one power generator is used when the power supply is switched off.

**CCTV camera–**

The college has 24 CCTV cameras. Control mechanism is placed in the principal room for the CCTV camera.

**ICT Room –**

The college has an ICT room, where seminar programs and meetings are held.

**Library –**

The post of a librarian and a book lifter is approved for the library in the institute. Presently the library is being operated by the in-charge librarian. The book lifter supports the librarian's work. Students are given books from the library after 2:00 p.m.

**Water Supply System –**

The college has two bore wells for water supply, through which water is supplied to all parts of the college. In case of problems in the water supply system cooperation is taken by PHE department or other outsiders.

**Classrooms –**

There are 19 classrooms for teaching. The work of cleaning the teaching room is done by the cleaning staff posted in the college. The furniture is kept organized by the students and they also helps in keeping them clean. Students are motivated for the cleanliness and hygiene of the college by the teacher's staff. For the beauty of the campus and awareness of the environment students are provided pots.

**Building Maintaining Policy–**

Work is done internally by the staff working in the college for the utilization and maintenance of the academic and administrative facilities. Chhattisgarh public works department does the work coloring and repairing of the college building. PWD has constructed a new building of 1 crore rupees in the year 2016-17. Janbhagidari samiti works for the development of infrastructure in the college. At present 15 lakhs has been approved for the construction of boundary wall in the college through District Mineral Fund.

<b>DETAILS OF ICT FACILITIES</b>		
<b>Sr.NO.</b>	<b>Particulars</b>	<b>Quantity</b>
<b>1</b>	<b>Laptop</b>	<b>01</b>
<b>2</b>	<b>Printer/Scanner</b>	<b>02</b>

3	Computer	17
4	LCD Projector	01
5	POS Machine	01
6	TV	01
7	CCTV	02
8	Biometric Machine	01
9	Battery Back-up System	02
10	Mike Set	01
11	Power Generator	02
12	CCTV Camera	24
13	Fiber Connection / Wi-Fi	01/05

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 80.71

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
1526	1335	1108	1035	921

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View Document</a>

### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: E. None of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>

### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 7.72

#### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
203	202	204	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance

- 3.Mechanisms for submission of online/offline students' grievances**  
**4.Timely redressal of the grievances through appropriate committees**

**Response:** C. 2 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 0

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 53.42

#### 5.2.2.1 Number of outgoing student progression to higher education during last five years

**Response:** 289

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 20

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

### 5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

National Service Scheme is an organization of youth that actively participates in the service of the nation. National Service Scheme is the youth power of the nation. The Ministry of Youth Affairs and Sports is an active program run by the Government of India for the development of the personality of the students, by being engaged in useful work in the society since student life, they develop the qualities of social service or service to the nation.

**NSS `B` Certificate Detail**

Year	Girls	Boys	Total
2015-16	04	09	13
2016-17	08	12	20
2017-18	02	09	11
2018-19	11	12	33
2019=20	03	19	22

During the seven -day camp in the village by the volunteers of the National Service Scheme, the work of cleanliness is done around the streets, ponds, tube wells and other places. Self-preparing and making people aware of cultural programs during the night is the main work of the volunteers of National Service Scheme. In the major countries of the scheme, for this the students and girls of National Service Scheme donate their labour through the camp. There is also a powerful medium to make people aware, many types of activities are carried out in the college by the National Service Scheme unit, according to the instructions of the government, there is a program to inspire youth by organizing National Voters' Day or by celebrating Constitution Day. Youth in the Red Cross are motivated to donate blood by underlining the importance of blood donation from time to time.



National Cadet Corps unit is also functioning in the college. National Cadet Corps belongs to Indian army, navy and air force. It is open to school and college students on voluntary basis. National Cadet Corps Youth Provides a conducive environment to empower Indians to join and motivate the Armed Forces. Its objective is to create a human resource of organized trained and motivated youth to provide leadership in all areas of the country and always be available to serve the nation. In this college, NCC has admission place for a total of 54 students. Special benefits are being given by many students their career building work is being done through NCC. NCC Cadets get opportunity to join Army Attachment Camp, Tracking Camp, NIC Camp etc. NCC cadets get an opportunity to participate in many important programs like cleanliness campaign, tree plantation, blood donation. Every year B and C certificate holders get an opportunity to get selected in police services and other security forces.

#### NCC `C` Certificate Details

Year	Girl Cadets	Boy Cadets	Total
2015-16	05	05	10
2016-17	04	07	11
2017-18	05	12	17
2018-19	05	08	13
2019-20	03	14	17

Along with the National Service Scheme and the National Cadet Corps, the students involved in sports get an opportunity for leadership development, they enhance their personality through these forums in the college. Students develop the quality of representation and later they become a good citizen.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 11.6

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
10	9	10	15	14

File Description	Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template))	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

#### Response:

To ensure the development of the college and to provide a new direction, a committee of the alumni of the college was formed with the unanimous consent. On 02/12/2019, a meeting of the alumni was convened in which the names for the post of President, vice President, Secretary, Co-Secretary and Patron were unanimously proposed. In order to ensure the participation of the alumni in the development of the college, special guidelines were given to the ex-student by the program in-charge and motivated for financial support.

### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

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

##### Response:

Formation and implementation of various committees for different dimension of achievement and development of vision mission and objectives of the organization. The governance of the institution is a reflection of an effective leadership in line with the vision and mission of the institution. Equipping students with the knowledge skill independent and values that are necessary to maintain a balance between livelihood and life by providing an effective supportive safe accessible and affordable learning environment. Education to empower students of different background and diverse aspirations to Support opportunities towards self-fulfilment and competition through innovative and flexible education in a growing global society .Influencing and maintaining a student-centred culture that capitalizes on the uniqueness of a very cultural society. Formation of IQAC NAAC. Development and discipline committee, Teaching staff, non-teaching staff, Students union committee etc. By the principal for the sustainable development of students and the development and educational environment of the college. The governing body is constituted under UGC rules and ordinances. It is a supreme body. It decides on the basic of all committees and also evaluates the college and the students. The principal oversees administration and academic processes. The Head of Department, IQAC, management committee performs various tasks to improve the efficiency of the institute.NSS, NCC, Red-cross, Eco-club, Library, Sports Committee ,Examination Committee, Troubleshooting Committee etc. All the committee takes responsibility for all the plans and activities and successfully discharges the responsibilities in every academic session. There is a necessary meeting of principles and various of committees for proper conduct of activities. Necessary decisions and resolutions of their measures are identified and implemented by the said committees. A complaint /suggestion box has been kept outside the principal room for the students to troubleshoot punctuality of teaching staff, regular classroom teaching, group-discussion, guidance of academic performance and organizing meeting with heads of various department and academic faculty. Troubleshoot the students by conducting a room inspection by the principal of the college. For the overall development and maintenance of the college consideration is received proposal approval and implementation of finance from various sources.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

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

**Response:**

Decentralization in college is having a significant impact on policy planning and management of education. The aim is to promote the quality of education and develop a responsible management from all angles, educational, Social, Political. At this time decentralization is seen as a means of improving the quality of the education system. Decentralization is clearly visible in the college through principal, IQAC members teaching staff, non-teaching staff, Delimitation and discipline committee, students union, public participation committee, admission committee, examination committee, women's cell etc. Publicity and transparency in the admissions process by the college admissions committee. After the increase in the number of seats of UG-PG, the quality and transparency in the work of admission. The prospector and other details uploaded in the website of the college admission on the basis of merit and reservation as per rules of UGC and university. NCC, NSS, red-cross, sports eligibility and preference in admission on the basic. With a view to increase the quality in education and quality of college work by the public participation committee in the college in the session 2020-21, with the proposal and recommendation of the principal and public participation committee, such as guest lecturer for the teaching work of the subject of chemistry in the college selected was Ku. Aakanksha and computer operator Mr. Toshan Yadav.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**6.2 Strategy Development and Deployment****6.2.1 The institutional Strategic / Perspective plan is effectively deployed****Response:**

In order to formulate on institutional strategy with a view to developing and creating a clean environment in our college, various parameters of the problems and development of the college were chosen. Such as-

- (1) 15 lakhs Rs. approved for the construction of boundary wall by the District Mineral Trust item.
- (2) Garden Construction.
- (3) Wi-fi, optical fibre connection.
- (4) Facility of generators and inverters to solve the problem of electricity.
- (5) Ramp Construction for students with disabilities.

- (6) Construction of checker tiles in the courtyard inside the campus.
- (7) Availability and use of LCD projectors.
- (8) Availability and use of water filters to provides pure water to students.
- (9) Availability and use of cameras in the classroom and veranda (Poarch) for the safety and surveillance of the college.
- (10) Proposal and Construction of additional room.

To improve the infrastructure of the college, efforts were made to improve the electricity and water system in the college. A system of generators and inverters has been made in the college to run the electricity system smoothly, due to which the examination, admission and other facilities in the college are continuously in motion. Arrangements for water filters have been made at the necessary places for students and staff in the college.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

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

#### **Response:**

Formation of various committees for efficient operation of our college, quality education and harmony. Such as-admission committee, class committee, financial Committee, Women's Cell, anti-Ragging committee, examination committee, IQAC committee, NAAC committee, public participation committee etc. The principal is chairman and advisor of various committee. The principal guides in academic progress, admission, staff recruitment and administrative work. The principal and various committees determine and observe the work of classroom teaching, time-table, College curriculum, educational and non-academic bodies. Student's problem-solving committee solves the student's problem and gets their feedback. The college provides library and sports facilities to the students, so that their intellectual and physical development can be improved. After taking oath, the student union in-charge is selected by the student union committee and is associated with various college activities .So that they can have social and

political development. The institution creates a suitable and conducive environment for the students for various educational activities. Always determined and ready to create their better tomorrow by innovation and various educational activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** D. 1 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The College always takes care of the facilities of the academic and non-academic staff. He has been benefited by various welfare schemes provided by the government such as

- (1) Various holidays provided to academic and non-academic employees.
- (2) Various training program such as orientation program, refresher program, FIP workshop etc.

(3) Attend a seminar or other event.

(4) Health benefits/Group insurance.

(5) Pension Facility etc.

(1) Mrs. Chitrlekha Yadav (Peon) GI insurance fund payment after death Rs-180000=00 (18/09/2020)

(2) After Mr. Manbodh Nirala's death his wife Mrs. Mongra Bai Nirala was given the amount of leave salary allowance Rs-232752=00 (12/08/2020)

(3) Mr. Panchram Pradhan (Peon) Retired departmental provident fund Rs-494536=00 (12/06/2020)

(4) Mr. Panchram Pradhan (Peon) earned leave encashment Rs-237552=00 (24/01/2020)

(5) Mr. Satishchandra Banaj /KaushalChandra Banaj Compassionate appointment watchman Post Govt. L.P.P. College Sarangarh (01/01/2016)

(6) Mrs. Mongra Bai Nirala /Mr. Manbodh Nirala Compassionate appointment peon post.

(7) Maternity Leave-

(a) Mrs. Nivedita Thakur (Data Operator) 3/12/2018 to 31/05/2018

(b) Dr (Mrs.) Archana Patel (Asst. Prof. Chemistry) 05/03/2019 to 31/08/2019 (c) Dr (Mrs.) Payal Lilhare (Asst. Prof. Hindi) 01/06/2018 to 27/11/2018

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 0

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 19.88

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

2019-20	2018-19	2017-18	2016-17	2015-16
3	1	1	0	2



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

#### Response:

Our college has always strived for better performance of the institution by internal evaluation and feedback of academic and non-academic staff feedback is received by the students from various areas of the college. Alumni meet and alumni feedback formulate a strategy for better college performance. Appreciation of good work by the principal of the college, measures for institutional deficiencies, determination of the development of the institution by various committees, efforts to enhance educational innovations. To review and motivate for better performance by preparing self-assessment report of academic and non-academic staff. The institute has a performance evaluation system for academic and non-academic staff. P.B.A.S encourage faculty to be supportive in performance and excellent teaching performance. The organization receives feedback from all the departments and students, a review is made to remove the deficiencies and a strategy is prepared for good work

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The growth of any institution depends on its financial management. Limited income to achieve the good of maximum growth of the institution through proper management and proper investment. The source of income of the college depends on various items provided by the government, grants (Government and non-government) and fees received from the students. In this way, the college management is fully engaged and ready for the development of the college through the balance between fees and financial aid. Financial management of the college is as follow-

(1) The amount collected from the cash management government is collected through check and the fees collected from the students through the swipe machine and directly into the account through the bank. The fees amount received in cash is deposited in the bank at 12.00 noon the next day. A purchasing committee and internal audit committee has been formed for financial management of the college, which decides the financial management of the college. The principal of the college is the head of all the financial committees.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

Financial attainment and its management is the major pillar of the growth of any institution. The liquidity of the fund is even more important. If the conductivity is in the right direction, coordinated then the level of progress will be high, otherwise it become ineffective even when funds are available. For the stability of the fund is important for the development of the organization. The principal and committees of the college supervise the use of financial resources received from the state government. Financial resources are available in the college through UGC, RUSSA, student fees and grants. The funds allocated are used for library, sports materials, geography, chemistry, zoology, botany and physics lab, college management and financial use. The principal of the college is the head of the finance committee, by which purchasing is

determined and purchasing the appropriate resources with the recommendation of the purchasing committee. No institution is recognized by its infrastructure but by the success of the students studying in it. That's why about 25% of the income is spent on books, equipment, sports, literary and cultural, NSS, NCC and other activities. There is always a need to maintain and upgrade the facilities provided by the college from time to time. Apart from this, there is also a need to improve the infrastructure. That is why about 5% of the funds are used for electricity, water, internet, website and telephone bills. Some part of the fund is kept safe for miscellaneous expenses and emergencies, which are utilized properly when needed. In this way through effective financial management the college is achieving new heights and is always in the process of achieving its goal.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

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

#### Response:

IQAC, the advisory and evaluative body has been formed in college in the year 2019, as per NAAC guidelines. The aim of the committee is to enhance the quality of the institution. During the period, the IQAC has been successful in implementing and introducing several curricular, co-curricular and extracurricular activities. It definitely has contributed significantly to the implementation of quality, strategies and processes in the college.

#### The institution would like to high light the following two activities of the IQAC:

- **Enhancement of infrastructure of the college-** IQAC conveyed necessary meetings in the college and discussed the construction of “boundary wall” of the college for the safety and quality of the college. There are a lot of problems associated with lack of boundary wall and is was most awaited thing of college’s infrastructure. By discussing its requirement with the public representatives and continuous efforts of the IQAC members, grant has been received for the construction of boundary wall through District Mineral Trust.
- **ICT enhancement of the college:-** In the meetings of IQAC, decisions for making smart class in the college was made, after that LCD projectors has been installed in the college. Also, the teachers are asked to prepare PowerPoint teachings for their class. The seminars of the PG students are also taken in this classroom.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The college reviews its teaching, learning and learning processes, structures and methods of operation. The criteria for learning outcomes are set in periodic intervals through IQAC. In a specially prepared questionnaire, annual feedback is collected based on the aspects including syllabus, teaching methodology, library, sports and institutional programs. Various steps are taken to improve the performance of the college by analyzing the feedback received from students. The principal check the daily dairy and student's register and IQAC collected it. The institution takes necessary action to improve learning methods, identification of slow learners, and advanced learners, and internal assessment. Suggestion box helps to know and solve students' problems and suggestions. While formulating policies in the college student's feedback and suggestions are considered. To improve better teaching and learning examination results are analyzed by various departments. The Principal and the teachers are determined for putting efforts for the betterment of the institution.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** D. 1 of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

The college is a college with co-education and therefore has both girls and boys as students. The college therefore supports and performs with constitutional morality and equality of both male and female students and staff.

Some important measures taken by the Institution for the promotion of gender equity are:

- CCTV has been installed in the college building for the safety and security of the students and the staff members
- ID cards are issued to the students and staffs to prevent the entry of outsiders inside the college building.
- The girls can safely move in the campus, so far no such issues of misbehavior or harassment has come to notice. Even for preventing such cases in future, Grievances redressal Cell and Women anti sexual harassment cells are actively functioning which provide a suitable prospect for girls to share their problems.
- Mentors have been assigned for the counseling and consulting the actual problems and stress related issues of the students.
- Students are encouraged to join NCC, NSS and YRC society and also encouraged to join extension activities to work as team together and construct proper understandings with each other, and also build respect for one another
- There is a separate Girl's Common Room with required facilities in it. The female students can sit study and spend time in their free classes in the room.
- The syllabus of some programmes contains subjects related to Gender equity and Sensitization. It shows the gravity of the affiliating university and consequently the institution towards Gender equity.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

#### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant

3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

The campus of the college is kept very neat and clean and cleanliness is always an important part of the college. Several measures have been taken for the cleanliness and waste managements in the campus, they are:

- Dustbins have been installed in every classroom and within the campus for putting the waste and building habit of keeping the classrooms and campus clean.
- The principal addresses the students and the staff members regularly and encourages them to keep the campus clean and green.
- Slogans and notifications have been kept for minimizing the water wastage and keeping the campus clean.
- Students of NCC and NSS regularly ytake part in cleaning the campus and keeping it clean and green.
- Various railies have been organized for promoting cleanliness under “swatcch bharat abhiyan”
- The college has MoU with local municipality for regular removal of wastes from the campus.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>

### 7.1.4 Water conservation facilities available in the Institution:

#### 1. Rain water harvesting

2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: D.1 of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>

#### 7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of



**reading material, screen reading****Response:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).****Response:**

The institution is very thoughtful about providing an inclusive environment to the students and the staff members including building tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. The students as well as the teachers and other non teaching staffs also are from different backgrounds, religions, having their own cultural and linguistic character which brings diversified cultural, regional, linguistic and socioeconomic quality in the college.

Initiatives taken by the institution for providing an inclusive environment in the college:

- The college follows the rules of state government by providing concession in the admission fees to the students of different socioeconomic backgrounds.
- The college helps the students in getting scholarships from the government bodies which helps them in refunding their fees.
- During the annual day celebration, different cultural programmes and activities such as, dance, songs, art forms, rangoli competitions, cooking competitions etc. are organized in the college which reflects our respect for diversified cultures and languages.
- Different important days such as Republic Day, Independence Day, Gandhi Jayanti, etc are celebrated and also on regular intervals the Principal of the college addresses the students about one of the most important characteristic of our nation, i.e. "Unity in Diversity."
- The academic environment of the college is always unbiased in terms of any kinds of discrimination on any basis including cultural, regional, linguistic or socioeconomic background of the student or any staff member.
- The college has different cells like, Anti Ragging committee, Grievance redressal committee, and the mentors of the students have also been provided for attending any kind of problems that students face related to any kind of discrimination on any basis.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### 7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

#### Response:

The college always follows different the laws and make the students and the staff members know their rights, duties and responsibilities about the college, society, family, friends, colleges and as a whole, the nation, which makes them good fruits for the nation. The vision of the college is always focused about building best national assets which can bring betterment for our country. For this purpose the college works in sensitization of the students as:

- The Principal of the college regularly speak to the students and staff members about the constitutional obligations: human values, fundamental rights, national duties and responsibilities for better working for nation and providing the youth power a positive direction.
- Different nationally important days such as, Independence Day, Republic Day, Gandhi Jayanti, Constitution Day, Shaheed Divas and Matdata Divas etc are celebrated in our college every year to enlighten the students about their youth power and bringing constructive thoughts about the nation in them.
- Vidhik Shaksharta Divas is celebrated and the students are made to know about their constitutional rights and duties being a citizen of India.
- The Birth anniversaries of some important nationalists are also celebrated in the college such as, Gandhi Jayanti, Atal Bihari Vajpayee Jayanti, Smt Indira Gandhi Jayanti, Shri Rajeev Gandhi Jayanti, Shri Abdul Kalam Azad's Birthday, and Dr. Bhimrao Ambedkar's Jayanti etc. for making the students aware of their national contributions.
- There are also certain programmes which include courses that help the students to study the constitution and their rights and duties.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>

### 7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and

other staff and conducts periodic programmes in this regard.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** C. 2 of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

Different national festivals like Republic Day, Independence Day, Gandhi Jayanti, Dr. Bhimrao Ambedkar Jayanti are celebrated in the college.

National Youth Day, Environment Day, International Yoga Day and birth and death anniversaries of the important nationalists like Swami Vivekananda Jayanti as world youth day, Sarvapalli Radha Krishnan Jayanti as Teachers' Day, Mahatma Gandhi Jayanti as World Peace Day, Pandit Jawahar Lal Nehru Jayanti as Children's day etc are celebrated in the college.

NCC day and NSS day are also celebrated with cultural programmes and other associated activities such as rally etc. are conducted in the college to spread the awareness among the locals about any topic.

The annual day celebration along with sports and certain competitions such as rangoli, mehendi, pushpa sajja, cooking competition, etc are organized in the college with great enthusiasm with final day with different cultural programmes such as mono dance, group dance, singular songs and group songs, dramas, etc presenting diversified cultures of India.

File Description	Document
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

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

**Response:**

**There are many practices in the institution which are part of its every academic session the best two are mentioned in below:**

### **Best Practice 1**

- 1. Title of the practice: “One Student One Plant”**
- 2. Objectives of the practice:** The main objective of the practice to promote environmental awareness among the student and make help them understanding the needs of plants by planting one by themselves and taking care of it. It brings a noble initiative and helps the students to become responsible for their social duties as well as their duties towards Mother Nature.
- 3. The context:** The basic curriculum of Environmental Studies only teaches the students about the theoretical knowledge. The basic and core understanding of environmental awareness is impossible if there is absence of inner love and affection for nature. But when the students are made to own one plant and made to take care of them along with providing basic knowledge and motivation about environment, the student builds a connection with the plant and most of them start loving plants and trees. It also builds their understanding about local species present and their benefits to nature.
- 4. The practice:** For bringing the practice to reality in the month of July all the newly admitted students of all the graduate programmes are notified to bring one plant mostly personally (or if necessary a group of students) with pot and the submit them to their teacher in charge and the teacher asks the student (or students) about the plants and its basic nature and requirements and also how to take care of it and if provides basic knowledge about taking care of them. The plants are kept in the college campus and the students are asked to take care of their plant. After that in the month of February a Joint Environmental Awareness class is organized, in which some awareness about local plants is discussed and the students are motivated to take care of the plants the way they did before and then the students are allowed to take their plants back with them to their home before summer and asked to take care of them at their home.
- 5. Evidence of success:** The most important evidence of success is that not all but some of the students are seen to take care of their own plants as well as other student’s plants. The students also seen to start talking and asking doubts about plants with their teachers in their class. Some of the students have started planting gardens in the spaces available in their home and share their pictures with the teachers. We believe that by this practice we have build love and affection in our students for nature.

**6. Problems countered and resources required:** The most important problem that we come across is the shortage of water in the campus. The college is in a place where there is scarcity of water in summers and drinking water is given preference over providing water to the plants for keeping the campus green. In such situation we need to return the plants to students so that they remain alive during summer.

## Best Practice 2

**1. Title of the practice: “Discussion Group”**

**2. Objectives of the practice:** The main objective of the practice to promote environmental awareness among the student and make help them understanding the needs of plants by planting one by themselves and taking care of it. It brings a noble initiative and helps the students to become responsible for their social duties as well as their duties towards Mother Nature.

**3. The context:** The basic curriculum of Environmental Studies only teaches the students about the theoretical knowledge. The basic and core understanding of environmental awareness is impossible if there is absence of inner love and affection for nature. But when the students are made to own one plant and made to take care of them along with providing basic knowledge and motivation about environment, the student builds a connection with the plant and most of them start loving plants and trees. It also builds their understanding about local species present and their benefits to nature.

**4. The practice:** For bringing the practice to reality in the month of July all the newly admitted students of all the graduate programmes are notified to bring one plant mostly personally (or if necessary a group of students) with pot and the submit them to their teacher in charge and the teacher asks the student (or students) about the plants and its basic nature and requirements and also how to take care of it and if provides basic knowledge about taking care of them. The plants are kept in the college campus and the students are asked to take care of their plant. After that in the month of February a Joint Environmental Awareness class is organized, in which some awareness about local plants is discussed and the students are motivated to take care of the plants the way they did before and then the students are allowed to take their plants back with them to their home before summer and asked to take care of them at their home.

**5. Evidence of success:** The most important evidence of success is that not all but some of the students are seen to take care of their own plants as well as other student’s plants. The students also seen to start talking and asking doubts about plants with their teachers in their class. Some of the students have started planting gardens in the spaces available in their home and share their pictures with the teachers. We believe that by this practice we have build love and affection in our students for nature.

**6. Problems countered and resources required:** The most important problem that we come across is the shortage of water in the campus. The college is in a place where there is scarcity of water in summers and drinking water is given preference over providing water to the plants for keeping the campus green. In such situation we need to return the plants to students so that they remain alive during summer.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

##### Response:

Our institution is the only Government College in the schedule caste area and serving the people from many years. The institution has served the place and the society with small amount existing resources and still made standards in providing education to the locals in least costs. From the last five years, the college has very less staff as compared to the approved setup of staffs and very huge number of students that are studying in the college as regular as well as private students. The institution is taking exams of a large number of students including the supplementary, semester and annual examinations with this nominal available staff with quality and given paradigm of team work and management.

S. No.	Session	Number of students applied for examination (regular + private)	Number of approved staffs		Number Teaching
			Teaching	Non teaching	
1	2015-16	4139	20	19	07
2	2016-17	3460	20	19	07
3	2017-18	4091	22	19	04
4	2018-19	3510	22	19	07
5	2019-20	3186	22	19	08

- There are certain programmes which are not regular students and only private students contribute for examinations.
- The examinations of the subjects having practical (Botany, Zoology, Chemistry, Physics and Geography) are also performed in the college only for both regular and private students.
- The practical examination of the first year students having subject of Environmental Studies and Human Rights of all the regular and private students are conducted in the college.
- The teaching and non-teaching staffs also conduct the examinations and practical of Pt. Sundarlal Sharma Open University (PSSOU) in the months of December- January and June –July in suitable manner.
- The college itself organizes three internal unit tests and internal practical exams for the regular students.
- In last five years, the college has conducted annual examinations of 20,510 students, semester examinations of 1225 students and practical examination of 8945 students under Atal Bihari Vajpayee Vishwavidyalaya.

In this way the college is working for the betterment of the students and the society with its full efforts and putting example of great team work and administration. The hard work and efforts of the institution has given the institution an important position in the region and the University.

<b>File Description</b>	<b>Document</b>
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

NAAC

## 5. CONCLUSION

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### Additional Information :

In Government Lochan Prasad Pandey College, Sarangarh, classes of arts, science, commerce are conducted at the undergraduate level and semester classes of Hindi, commerce, chemistry, sociology, economics are conducted at the postgraduate level. Along with this, self-study classes of arts, science, commerce at undergraduate level and Hindi, English, sociology, political economics, history, commerce are conducted at postgraduate level. At present, regular classes of Sanskrit, B.Sc. Computer Science at undergraduate level and English and PGDCA at post-graduate level are also being conducted. The construction of a pucca road has also been completed in the college under the government's welfare scheme "Sugam Sadak Yojna". As a result of the efforts of IQAC, an amount of Rs 15 lakh has been sanctioned under Raigarh District Mineral Institute Trust for the construction of boundary wall in the college, for which the college is trying to build it soon. The college is always striving to achieve its vision and mission in every aspect.

### Concluding Remarks :

Government Lochan Prasad Pandey College, Sarangarh has been a major centre of study for the residents of the area since its establishment. After the establishment of the college, various departments like Library, Sports Department, NCC, NSS, Red Cross, Red Ribbon have played an important role in the all-round development of the students. The college has always been in the forefront to achieve its vision and mission despite the constraints of various resources, whether academic, non-academic or other. Being the only government college in the area, the enrolment of regular and self-study students is very high, despite this, the college is able to conduct admission, examination or other activities successfully even with limited resources. The college organizes career guidance, NCC camp, NSS camp, sports competition, annual affection conference, internal and external examinations, internal seminars in postgraduate faculties, etc. to ensure the all-round development of students and their important place in society. The college administration is trying as much as possible through "IQAC" to complete the planned tasks for the all-round development of the students. The college administration has always been in the forefront to ensure various opportunities for education and to create a clean educational environment. Through water system, help desk, platform construction, cycle stand, seating arrangement, problem-complaint redressal box, girls common room etc. Providing various facilities to the students. By constructing ramps, wheel chair facilities for the differently-abled students, it is continuously moving forward to provide them equal opportunities of education. CCTV cameras have been arranged in the rooms and halls. The facility of getting reading room and books has also been provided to the students in the library of the college for teaching and learning. According to the wishes of the college government, in the field of higher education, according to its motto "Aano bhadra kratvo yantu vishwatha", it is duty bound and continuously striving to complete welfare works all around through education in the area.



## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
2.1.1	<p><b>Average Enrolment percentage (Average of last five years)</b></p> <p><b>2.1.1.1. Number of students admitted year-wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1686</td> <td>1569</td> <td>1488</td> <td>1297</td> <td>1250</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>670</td> <td>595</td> <td>596</td> <td>495</td> <td>567</td> </tr> </tbody> </table> <p><b>2.1.1.2. Number of sanctioned seats year wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1920</td> <td>1880</td> <td>1830</td> <td>1780</td> <td>1780</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>720</td> <td>680</td> <td>680</td> <td>630</td> <td>630</td> </tr> </tbody> </table> <p>Remark : Observation not accepted. Edited as per Data Template considering only number of students admitted in First Year</p>	2019-20	2018-19	2017-18	2016-17	2015-16	1686	1569	1488	1297	1250	2019-20	2018-19	2017-18	2016-17	2015-16	670	595	596	495	567	2019-20	2018-19	2017-18	2016-17	2015-16	1920	1880	1830	1780	1780	2019-20	2018-19	2017-18	2016-17	2015-16	720	680	680	630	630
2019-20	2018-19	2017-18	2016-17	2015-16																																					
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2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p><b>2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1136</td> <td>1131</td> <td>1104</td> <td>1077</td> <td>1077</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>397</td> <td>393</td> <td>393</td> <td>367</td> <td>367</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	1136	1131	1104	1077	1077	2019-20	2018-19	2017-18	2016-17	2015-16	397	393	393	367	367																				
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397	393	393	367	367																																					

Remark : Observation not accepted .Edited as per EP 2.2 because of document showing number of seats filled against reserved categories not provided by HEI

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

**3.1.3.2. Number of departments offering academic programmes**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
82	82	82	53	53

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
8	8	8	5	5

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

**3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	1	3	3	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
3	0	0	0	0

Remark : Edited because of Papers without ISSN numbers not considered

**3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

**3.3.3.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Edited because of books published without ISBN numbers not considered

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**3.4.3.1. Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
17	17	18	15	14

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
11	13	15	12	9

Remark : Edited because of extension & outreached programs such as Blood donation camp, Blood test camp, Health check up , Plantation, First aid kit distribution , Swachayta abhiyan etc. considered

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2026	1930	1955	1423	1234

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1579	1569	1488	1235	969

Remark : Edited as per metric 3.4.3

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. Number of classrooms and seminar halls with ICT facilities

Answer before DVV Verification : 11

Answer after DVV Verification: 1

Remark : Observation accepted and edited accordingly

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

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

Answer before DVV Verification : 127

Answer after DVV Verification: 14

Remark : Edited as per document provided by HEI

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
23.42	0.94	12.82	103106	9.3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
23.45	0.94	12.82	103.06	9.3

Remark : Edited as per supporting documents provided by HEI

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
99	84	106	92	66

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Edited because of Participation certificates not considered

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
99	84	106	92	66

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
10	9	10	15	14

Remark : Edited as per Data Template

**6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
12.522941	12.1544	12.09806	10.4126	12.86231

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

Remark : Edited because of Supporting documents not provided

7.1.10	<p><b>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</b></p> <ol style="list-style-type: none"> <li>1. <b>The Code of Conduct is displayed on the website</b></li> <li>2. <b>There is a committee to monitor adherence to the Code of Conduct</b></li> <li>3. <b>Institution organizes professional ethics programmes for students, teachers, administrators and other staff</b></li> <li>4. <b>Annual awareness programmes on Code of Conduct are organized</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above          Answer After DVV Verification: C. 2 of the above          Remark : Edited because of supporting documents for Sr. Nos. 1 &amp; 2 not provided by HEI</p>
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## 2.Extended Profile Deviations

ID	Extended Questions																				
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 913 986 1025"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>19</td> <td>19</td> <td>15</td> <td>15</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 1106 986 1218"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>08</td> <td>08</td> <td>08</td> <td>08</td> <td>08</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	19	19	19	15	15	2019-20	2018-19	2017-18	2016-17	2015-16	08	08	08	08	08
2019-20	2018-19	2017-18	2016-17	2015-16																	
19	19	19	15	15																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
08	08	08	08	08																	
2.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1417 986 1529"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>1136</td> <td>1131</td> <td>1104</td> <td>1077</td> <td>1077</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 1610 986 1722"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>397</td> <td>393</td> <td>393</td> <td>367</td> <td>367</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	1136	1131	1104	1077	1077	2019-20	2018-19	2017-18	2016-17	2015-16	397	393	393	367	367
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397	393	393	367	367																	
2.3	<p><b>Number of outgoing / final year students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 1879 986 1991"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>543</td> <td>564</td> <td>462</td> <td>414</td> <td>392</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p>	2019-20	2018-19	2017-18	2016-17	2015-16	543	564	462	414	392										
2019-20	2018-19	2017-18	2016-17	2015-16																	
543	564	462	414	392																	

2019-20	2018-19	2017-18	2016-17	2015-16
541	576	482	409	391

**3.1 Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	7	7	7	7

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
8	7	7	6	6

**3.2 Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
22	21	21	20	19

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
20	20	20	20	20

**4.2 Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
27.01	2.00	13.48	103.23	11.89

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
27.01	1.4	13.48	103.23	11.89