



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVT. MINIMATA GIRLS COLLEGE BALODA BAZAR

PANCHSHEEL NAGAR BALODA BAZAR

493332

www.mmggcbb.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Govt. Mini Mata Girls College was established in the year 1989 by Government of Chattisgarh. The college was named after Indian religious figure Mamtamayi Minimata (1913-1972) and run by the Department of Higher Education, Govt. of Chhattisgarh. It is the only Girls' College in entire Baloda Bazar district. The institution offers Under Graduate Degree Courses in Science, Home science, Arts streams and P.G. course in Hindi. The college is included under Section 2(F) and 12(B) by U.G.C. and it is affiliated to Pt. Ravishankar Shukla University, Raipur (C.G.). This College is recognized for its study and discipline.

The college is located in Panchsheel Nagar Baloda Bazar, 1km away from Baloda Bazar Bus Stand. The college is spread over an area of 2.90 hectare. The institute has a well-organized, magnificent building symbolizing grandeur of the institute. This building covers a total area of 1510.97 sq. m. It is a double storied building. There are 09 lecture halls and 03 laboratories. The other amenities comprise of Central library, playground, Girl's Common Room, Cycle Stand & N.S.S. & YRC Room.

The college has dedicated and efficient staff along with necessary facilities for student's learning and training to make them confident and well prepared for the modern career opportunities. The co-curricular and sports activities are organized to stimulate the creativity and to maintain physical fitness of the students. The units of NSS and Youth Red Cross Society are also functioning in the college to develop a sense of social responsibility among the students. Career counselling and free coaching classes for recruitment in services are also organized regularly. We also organize short term courses like karate for self-defense and computer literacy course for skill development.

Vision

The vision of the college is to serve the education equally to all students. The institution intends to develop moral values as well as empower girls through quality education and meaningful learning process.

Mission

- To provide sufficient opportunity for women in higher education.
- To assure all round development of our girls.
- To provide social awareness among girls.
- To make them understand the actual meaning of life.
- The mission of the institution is to provide higher education facility to girls coming from villages.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. It is the only Government girl's college in Baloda Bazar District.

2. The college has its own double storied building and a sprawling campus. (Clean & Green Campus).
3. Spacious & ventilated classrooms and labs.
4. Well disciplined student.
5. Peaceful and conducive environment for academic activity.
6. Library is equipped with adequate books and reference books.
7. Qualified teaching faculty.
8. There is no case of ragging and torture in our college.
9. Our girls have been in the merit list issued by university since last two academic years.

Institutional Weakness

1. Sanctioned post of office staff (68%) and faculty (58%) are vacant .
2. Lack of funds to enhance teaching learning, skill development, ICT enables Library facility.
3. Lack of hostel for students and Govt. quarters for staff.
4. Transport facility for students. (approx 5KM. from city).
5. Weak communication skill of students.

Institutional Opportunity

1. Opportunity to start PG Courses in all streams as per growing demand.
2. Opportunity to educate and empower girls of rural background.
3. Opportunity to launch skill development program and personality development program.
4. Opportunity to increase interactions with industries, banking and social welfare program.
5. Opportunity to organize National conference, seminar and workshops in collaboration with Government agencies and NGOs.

Institutional Challenge

1. To motivate students for higher studies and advance career opportunities.
2. The institution needs strategy to raise fund through vocational self Finance courses.
3. Utilizing the limited resources and sanctioned grants at our best.
4. To help girls of rural and backward areas to become self reliant by providing financial assistance and benefits of government welfare scheme.
5. Utilization and management of the available resources efficiently to achieve the objectives.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is affiliated to Pt. Ravishankar Shukla University Raipur and follows the rules and regulations in accordance with Department of Higher Education Chhattisgarh. The college is destined for broad spectrum development of girl students by a systematic schedule for learning as well sports and extension activities like NSS, NCC and YRC. Internal examination cell timely issues time table and monitor Unit test, quality and pre-final exams. All the checked answer sheets are shown to students for discussion on their performance and short

comings.

Extension lecture has been regularly planned to enrich curriculum content. The institute regularly monitors the quality of education and faculty inputs by monitoring feedback from students. The points raised are discussed and resolved by staff counsel meeting.

Teaching-learning and Evaluation

This institute is the only girl's college running all the three stream simultaneously in Baloda Bazar district . Majority of the students belong to a financial poor and rural background. Almost 97% seats on an average are filled & occupied by ST, SC & OBC candidates.

The institute appoints guest lecturer to compensate studies in subjects with vacant posts. All the full time and part time faculties are engaged in upliftment of education culture of the college. The teachers engage students in advance teaching & learning methods involving group discussion, seminars, quiz competition, use of ICT, and motivated them to participate in extracurricular activities like debate, slogan, writing, poster & sports events etc. They are also encouraged to participate in extension activities through NSS/YRC/NCC. Attendance of student in class is monitored regularly. Result analysis of University examination by every department is done in last to identify the learning level of student and attainment of program outcome.

Research, Innovations and Extension

The college runs other degree programs (Under Graduate) for Arts, Science and Home science. The faculty members and administration staff are motivated for participation in trainings, seminars, and workshop and also faculty development programs. The college at present doesn't have any research facility due to lack of post graduate classes and fully furnished laboratories. A short survey or practical assignment is often given to students with aim to increase in research aptitude among them.

The institute motivate their students to engage in social responsibilities by organizing awareness rallies, free health checkup camps, inviting guests to talk under initiatives like Swachchha Bharat Abhiyan, Digital transaction, plantation, social Awareness camps in nearby localities (Village-Bade Bharsela, Baloda Bazar city) to address local issues.

Infrastructure and Learning Resources

The college has its own building since 2014 with ground floor and first floor with infrastructure facilities such as 09 Class room (Seating Capacity of 60), 4 laboratories, Girls common Room, NCC/YRC and Sports room. The college has one was central library with approx. 15027 books along with reading facility.

Well furnished (lab equipment, books are purchased annually to meet growing demand of college). The institution have sports officer to provides opportunities in sports. The college organizes cultural and literacy events regularly.

Student Support and Progression

The institute publishes its detailed prospectus and makes it available to all students at the time of admission. Now a days these details are available on college website. All the notices, admission fee, scholarship, code of conduct can be accessed by the students easily. The admission process is now online mode by University. University issues merit list on the basis of obtained marks and in accordance with reservation policy of state government.

The institute has developed its infrastructure to make it friendly for differently abled. It has facilities by Ramps, Rest rooms and equipment like wheel chair. Also provide scribe facility during examination for physical handicaped. Vigilant inspection is done by discipline committee members to avoid any kind of nuisance /ragging activities in college. Various motivation & skill development programs are arranged for betterment of students which include.

- Skill development training (Embroidery/ Rangoli Training) self defence and health care (like Marshal Arts / yoga camp) and Motivational speeches.
- College faculty provides guidance for Competitive Exams under Career guidance.

These initiatives are now showing their effects by gradual increase in numbers of outgoing students which are progressing towards Higher Education (M.A./M.sc.) as well as to other applied field of study B.Ed./D.Ed.

Governance, Leadership and Management

The college administration involves all the stake holders (students, parents, alumni and Janbhagidari committee,) to participate in orderly management of college. Various committees like IQAC, Staff Council, and NAAC , purchase committee, SC/ST/ Minority committee, anti ragging cell, internal exam committee, etc are also involved for proper functioning of college.

The college administration ensures proper documentation and maintenance of records. Staff and faculty members are motivated to participate in academic advancement program like orientation, refresher , CPS training, advance account training.

The college adopts e-governance for Admission & Examination, Scholarship, Payment of Vender (preferred), Staffs salary, Communication with Department of Higher Education, Biometric attendance of staff and Website updating.

Institute regularly conducts internal audit of physical facilities such as furniture, sports, Library, equipment facilities of Labs and also office records at the end of academic session . The discrepancies are recorded for verification. The items found worn off/not suitable for use are presented in front of “**write off committee**” for clearance. **Purchase committee** maintains complete transparency in financial matter and they use funds in justified manner for maximum utilization. The college administration ensures its proper coordination and peaceful atmosphere among faculty, staff and students.

Institutional Values and Best Practices

There is a green audit committee which has a motto of “CLEAN & GREEN CAMPUS”, the committee with

involvement of NSS volunteers and NCC Cadets, ensures planting and maintaining plant saplings inside the campus.

Majority of the students come by bicycles. All the staff and students have been working honestly to achieve polythene free, Tobacco free campus. All the students are encouraged not to waste water & electricity their habit is developed by making them water the dry plants and switching off lights and fans when not in use in the campus.

The institution gives importance to safety of the students. No outsiders are allowed inside premises without prior permission from Principal. All visitors need to duly report in visitors register. The campus is 24*7 under CCTV Surveillance. Fire extinguisher is also mounted to prevent any fire outbreak. Rainwater harvesting system installed in our institute.

We have opted some of our best practices in the institute, like:-

1. Faculty wise different dress codes. These dress codes help in maintaining the colleges discipline and increases the confidence of the students. It also is helpful in differentiation and identifying faculty to which the student belong.
2. Every year Permanent Awards / Talent Awards are distributed in the college. These awards encourage the students to aim for obtaining highest marks.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. MINIMATA GIRLS COLLEGE BALODA BAZAR
Address	Panchsheel Nagar Baloda Bazar
City	Baloda Bazar
State	Chhattisgarh
Pin	493332
Website	www.mmggcbb.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Kalpana Upadhyay	07727-296074	7898352207	-	mmgirlsbb@yahoo.com
IQAC / CIQA coordinator	Suryakant Sahu	-	9754007669	-	suryakantsahu25@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1989

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chhattisgarh	Pt. Ravishankar Shukla University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	03-10-1997	View Document
12B of UGC	03-10-1997	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Panchsheel Nagar Baloda Bazar	Semi-urban	7.175	1510.97

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Maths	36	Secondary pass out	Hindi	60	22
UG	BSc,Bio	36	Secondary pass out	Hindi	60	60
UG	BA,Arts	36	Secondary pass out	Hindi	200	197
UG	BSc,Home Science	36	Secondary pass out	Hindi	60	56
PG	MA,Hindi	24	Ug pass out	Hindi	25	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				0				16			
Recruited	0	0	0	0	0	0	0	0	2	5	0	7
Yet to Recruit	1				0				9			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				16
Recruited	4	1	0	5
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				5
Recruited	1	1	0	2
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	4	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	8	0	8

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	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	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	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	0	0	0	0	0
	Female	832	0	0	0	832
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	51	0	0	0	51
	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	0	0	0	0
	Female	171	230	308	294
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	54	106	128	127
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	236	331	406	431
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	17	24	18	21
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		478	691	860	873

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
143	143	143	124	89
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	5	5	5	5

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
883	874	860	692	478
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
684	684	684	616	514

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
200	304	224	96	90

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	7	7	7	5

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
18	18	18	18	18

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 09

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
1.44	1.18	1.52	1.30	1.41

4.3

Number of Computers

Response: 4

NAAC

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:

Minimata Girls college is affiliated with Pt. Ravi Shankar Shukla University Raipur (C.G.). The session of college usually starts from the month of Jun-July with introductory programme for freshers. The college strictly follows the curriculum laid by University. To achieve the mission and vision of the college, the college prepares its academic calendar according to the university academic calendar and works as follows:-

1. Information of different courses, fee structure, admission process, etc are given in details in college brochure and website.
2. A consolidated time table is framed by the time table committee (comprises of faculty members of the college) and is displayed on the notice board of college/departments and also uploaded on colleges website.
3. In the beginning of the session, various committees are formed by the Principal and are assigned separate work according to academic calendar.
4. All the departments and teachers prepare and maintain lesson plan, daily diary, attendance register regularly.
5. The syllabus guidelines and previous year university question paper are also made available to the students.
6. The Unit test, quarterly and pre exam are organized as per the academic calendar by the college.
7. To evaluate the work of all, staff counsel and review meeting held regularly by the principal.
8. The teachers are sent for orientation and refresher courses organized by the University.
9. The teacher follows different innovative and effective teaching-learning techniques.
10. Library available for both staff & students is equipped with subject books, reference books and newspapers.
11. The library has about 15027 books and has subscribed for 5 newspapers, & 3 magazine.
12. Educational tours are also conducted by institute.
13. Institute organized & seminars /workshops for student skill development of students.
14. Apart from the academic, NSS camp of 7 days is scheduled every year to make them aware of social activities. NSS activity includes. blood donation awareness program, tree plantation, Swachchhta Abhiyan etc.
15. Extra classes are concluded for Advance learners and slow learners.
16. Every Feedback received is successfully employed to strengthen curriculum Planning and development.

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

Response:

The college prepares its own academic schedule in compliance with the academic calendar of CG higher education department and Pt. Ravishankar Shukla University Raipur. The evaluation system is fixed in advance and communicated to the students at the beginning of the session. The college administration is very much concerned about the attendance, a minimum of 75% attendance in all subjects is compulsory for appearing in final exams. All the checked answer books of internal exams are shown to students and preserved and documented. Remedial measures are taken for students showing poor performance in internal exams by arranging extra classes.

The internal examination time schedule as per academic calendar for the session 2019-20 was as follows:

1. First unit test: 01 August 2019
2. Second unit test: 31 August 2019
3. First term test: 26 -28 September 2019
4. Third unit test: 04 November 2019
5. Second term/half yearly test: 27-29 November 2019
6. Fourth unit test: 19 December 2019
7. Pre-final examination: 22-24 January- 2020
8. Annual practical exam: 17 -28 February 2020
9. Annual university exam: from 04 March 2019 to 30 April 2020

File Description	Document
Upload Additional information	View Document

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: B. Any 3 of the above

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

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	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years**Response:** 3**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	2

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

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:** 3.6**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	86

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

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:

At present institute does not run any special courses on above mentioned topics like As Per *Gender Equity, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum*. The curriculum designed by the university, Pt. R.S.U, Raipur, Our curriculum recommends compulsory paper on “Environmental studies and Human Rights” in the first year of all UG level course (B.A, B.Sc. and Bsc.(Home science) . Along with that a number of intra-college activities are arranged involving the students under NSS,NCC’ YRC and RED RIBBON such as :

- 1.Health awareness ,health test for old people, sports programme organised for women and child In Godram under community service.
- 2.For human value, celebration of the birth anniversary of great men, goodwill, board writing, all-religion prayer singing, Sadbhavana Day, de-addiction and discussions are organized in our college during the session.

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

Response: 5.41

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

2020-21	2019-20	2018-19	2017-18	2016-17
07	07	07	07	06

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)	
Response: 43.83	
1.3.3.1 Number of students undertaking project work/field work / internships	
Response: 387	
File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

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: E. None of the above	
File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:
<ol style="list-style-type: none"> 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: D. Feedback collected	
File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

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: 67.62

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

2020-21	2019-20	2018-19	2017-18	2016-17
883	873	860	691	478

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1190	1190	1190	1070	890

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: 61.84

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

2020-21	2019-20	2018-19	2017-18	2016-17
449	432	433	381	284

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	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:

The faculty conducts counselling and test as per academic calendar and evaluate and discuss about the shortcoming of individual student. The marks of these internal assessment serve as first criteria for screening the fast and slow learners from the class. We make following effort after screening the slow learner and advance learner:-

For Advance learners:-

1. Providing book notes coaching (additional).
2. Asking questions related to the subject during and after teaching.
3. Explain the method of presentation of Question & Answer.
4. Repetition of a difficult Topic.

For Slow learners:-

1. To encourage regular attendance in classes.
2. In Parents – Teacher Meeting we also discuss to encourage and provide favourable study environment in the house.
3. Providing additional classes and notes books.
4. We Explain the Topic by method of solving questions.
5. Try to solve their problem by counselling.
6. Explain the subject with simple and interesting examples related to daily life.

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

Response: 126:1

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 learning is made more student centric by the use of both languages, English & Hindi, during teaching as the students are more from Hindi medium background. However students are encouraged to write key terminologies and definition in English. With the help of teaching aids, charts demonstration and performing practical's relevant to the topic organising Quiz competition , debates, group discussions learning is made students centric.

Traditional Methods of teaching as well as the use of internet and smartphone for making notes and models are encouraged. Departmental tours are organised from time to time in the college. The English Club, GK Club, Health and Nutritional Club is formed in the college. Through IQAC Cell, College conduct many activities and program such as seminars/ Quiz competition, Cultural/ Sports/ NCC/ NSS, activities to develop participatory learning of students.

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

Response:

The college administration persistently encourages faculty for adopting innovation and creativity in teaching and learning methods. All the faculty members hence encourage students for brain storming sessions, model and learning module designing, onsite inspection of various subject related places like mushroom training Centre, Giroudpuri (Birth place of Sant Guru Ghasidas ji), Chhattisgarh legislative assembly, science center, Jangle safari, Nai duniya press Bilaspur visit, archeological park muktangan, Ghatarani etc.

Extension lectures are organised every year so that student get chance to interact with subject experts. Project work and extracurricular activities are emphasised to enhance confidence, interest and aesthetic perception of students. Seminar/topic presentation boost their confidence level and also allows to excel in public speaking skills. Whats App group was created for each class to circulate important information and share learning videos, animations and carrier opportunities for students. The participation of students in NSS and YRC provides a lot of opportunities to develop social values and democratic values in young generation.

Following are important innovation adopted by the faculty member with motives for success and improvement in result:-

Innovative teaching methods adopted by the faculty during motives behind adoption of such innovative last four years	
Interactive learning	student learning
Group Presentations	To inculcate the spirit of team work and greater
Group Discussions	To buldes leadership capabilities and, enable the opinion of others
Oral Presentations	To enhance their communication skills
Educational/ field trips	To help them realize the interaction between the of study to rest of the world
Individual Presentations	
On individual and emerging topics	Boosts student's confidence level.
Activity based learning	
Quiz competition	To foster the spirit of self-learning
Creativity	Painting, poster making, toy making, making of usable thing from wastage
Innovations	

Mainly in Science laboratories	Blending class room teaching with practical develop Scientific temper
Teaching tools	
Power point presentation through projector	Learning becomes more intriguing and interactive
Showing videos/ animations/ documentaries	To understand certain concepts through complementing to textual readings

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)	
Response: 147:1	
2.3.3.1 Number of mentors	
Response: 6	
File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years	
Response: 36.67	
File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document

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: 73.14

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	7	4	4	4

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)	View Document
Any additional information	View Document

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: 13.14

2.4.3.1 Total experience of full-time teachers

Response: 92

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document

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 marks submitted by the teachers are analysed by internal exam committee which is made by the principal. The Exam committee meets at the end of the every month to report the timely submission of marks and evaluate student performance. Internal Assessment marks with attendance are available to every student during teacher guardian-student meetings. If a student finds discrepancy in marks or attendance, he/ she can approach the concerned teachers.

The Principal continuously interacts with staff members through Staff councils and Departmental meetings to discuss upon any matter regarding Internal assessment, evaluation process etc., concerned with departments. The faculty continuously monitors the performance of the students and provides academic

guidance and psychological counselling. The process of remedial coaching and tutorial offers additional assistance to students. College also has a committee to conduct the internal exam. After evaluation, answer copy are available to students. Results of each and every subject are collected & maintained by the committee.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The mechanisms for redressal of grievances with reference to evaluation process both at the college and University level are as follows:

At College Level: Students are made aware of their progress by conducting internal assessment, unit test, quarterly, half-yearly examination, pre-examination, if students are not satisfied with their test results then they directly approach the concerned faculty member, who in turn will discuss the performance of the student. Students may convey their grievances to the HOD or the Head of the Institution as well, if not satisfied. Record of all examinations is kept.

At University Level : If a student is dissatisfied with his/her result in the university exam there is a provision for reevaluation of the answer scripts as well as supplying photo copies of the evaluated answer scripts. A committee of senior faculty members in the concerned subjects is constituted to carry out the reevaluation of theory papers. Withheld result cases due to mistake in attendance are taken care on first preference to help the students.

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:

The College has clearly stated learning outcomes of the Programs and Courses. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students:-

- Hard Copy of syllabus and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- Soft Copy of Curriculum and Learning Outcomes of Programs and Courses are also uploaded in the Institution website for reference.

- The importance of the learning outcomes is communicated to the teachers in every IQAC Meeting and College Committee Meeting.
- The students are also made aware of the same during Tutorial Meetings.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document

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

Response:

Program Outcomes of all the programs are identified at the university Level. The course outcomes help the stakeholders (faculty) to manage the resources effectively to the maximum extent. This creates path to improve the result and overall performance of student continuously.

The attainment of course outcomes are measured by asking spontaneous questions in the next lecture and conducting class test after the completion of each unit. The faculty also assigns students home assignments and presentations (in accordance with course outcome) to provide an opportunity to achieve the goal. Lectures are invited and field trips are organised, which provide a deeper insight of practical outcome of different program.

Regular orientation and encouragement has increased the gross enrolment of outgoing students in higher education in last few years. The university result measures the final attainment of CO, PSO and PO by the students.

File Description	Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 78.65

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

2020-21	2019-20	2018-19	2017-18	2016-17
173	263	143	68	77

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

2020-21	2019-20	2018-19	2017-18	2016-17
200	304	224	96	90

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.4

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

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: 5.72

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)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	5.72

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
List of research projects and funding details	View Document

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 college has developed an ecosystem where different activities are being conducted for creation and transfer of knowledge as well as to inculcate research attitude in their students. These activities are aimed at training soft skill and the promotion of Research attitude. Science faculties motivate students to learn through small research based experiments from samples collected from environment in place of ready to use kits. They have also given group tasks to enhance their collaboration skills and taken to study tour. Similarly art stream students' visit nearby geographical region to study topological variations as well as socioeconomic studies. NSS Cell conducted various activities in innovative ways, tree plantations, Swachh bharat Aabhiyan, Awareness programmes about cleanness. These activities helps students to understand the various problem faced by the society. It enables them to find out solution on them.

Carrier Guidance and Placement cell is involved in organising lectures for preparing students for competitive examination and imparting knowledge of career opportunities in different fields. Carrier orientation workshop was also organised under RUSA to address carrier opportunities after graduation. Extension lectures are arranged in each department every year to give students a opportunity to interact with subject experts. Vocational Training programme for soft skill development (Mashroom training) was organised for the students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

File Description	Document
Report of the event	View 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**3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
List books and chapters edited volumes/ books published	View Document

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:**

The college administration and faculty motivates all the student for active participation in extension activities in the neighborhood community (Bharsela Village) and city (Baloda Bazar). Bharsela Village is our Godgram. The significant work done under NSS, NCC and YRC are as follows:

Participation in annual plantation program at college. Free health checkups were organized for women, Children, and elderlies in awareness camp in Bharsela village under swachchha bharat and unnat bharat campaign. Vidhik saksharta karykarm and Sweep Program for awareness in rural people for effective voting/voting rights by skit, slogan writing competition, Essay, Debate, Rangoli, Nukkad Drama organized in college and also at lead college level. Voter Awareness and Cleanliness Awareness by Cycle Rally at Godgram Bharsela was organized.

In Primary school of Godgram Bharsela Various sports were organized among students, like chair race, jalebi race, fugdi, kabaddi competition etc. And prize was distributed to position holders. Dietary social survey was done by the students after which clothes were distributed and information on diet plan & hygiene was given. For rural women chair race was organized and also healthy & nutritional dishes were introduced to them.

File Description	Document
Paste link for additional information	View Document

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.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**Response:** 24**3.4.3.1 Number of extension and outreach 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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	7	7	4	6

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document

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

Response: 24.68

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	274	259	94	231

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	1	0	0

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college is located at Panchsheel Nagar, Baloda Bazar. The college is spread over an area of 2.83 hectare. The institute has a well-organised, magnificent building symbolising grandeur of the institute. This building covers a total area of 1458.52 sq. m. It is a double storied. There are 09 lecture halls and 03 laboratories. The other amenities comprise of library, playground, Girls Common Room, Cycle Stand, N.S.S., NCC & YRC/SICK Room.

S.N.	Infrastructure	Quantity	Size	Remark
1	Area of College		7Acre	
2	Building		1458.52 sq m	
3	Class Room	8	[(19*29) 5 + (21*29) 2 + (19*14) 1] sq. feet	
4	Computer Room	1	21*29 sq. feet	
5	Store Room	1	21*9 sq. feet	
6	Library	1	19*38 sq. feet	
7	Departmental Library	1		
8	Principal Chamber	1	19*22 sq. feet	
9	Staff Room	1	21*15 sq. feet	
10	Home Science Department	1	21*14 sq. feet	
11	Home Science Lab	1	21*34 sq. feet	
12	Science Lab	1	21*29 sq. feet	
13	Geography Lab	1	21*29 sq. feet	
14	Office	1	21*21sq. feet	
15	Sports Hall	1	19*30 sq. feet	
16	Girls Common Room	1	21*14 sq. feet	
17	Examination Cell	1	21*14 sq. feet	
18	NCC	1	19*15sq. feet	
19	LCD Projector	2		
20	C.D. Player/T.V.	1		
21	Water Cooler	4		
22	Inverter	1		
23	C.C. T.V.	4 Camera		

24	Cycle Stand	1		
25	Public Address System (Mike)	1		
26	Computer	4		
27	Sick Room/YRC Room	1	14*14 sq. feet	
28	NSS Room	1	19*14 sq. feet	
29	Printer with Scanner	1		
30	Printer	2		
31	Photocopier	1		
32	Toilet	4	18*14 sq. feet	

File Description**Document**

Paste link for additional information

[View Document](#)**4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.****Response:**

The College has a Regular post of sports officer and Newly built college building with ground provides opportunities for sports entitle to the students. Sports Officer has Appointed for formulation sports activity in the College . Also class fourth employees are also available to assist sports activities. There is Very Healthy atmosphere for Games Sports and Cultural Activities in the College. Many Students of the College have already represented at State Level, Inter University Level and National Level Tournament. The Institution Provides following Sports Facilities to the Students.

In indoor games we have carom, chess, table Tennis and in outdoors we facilitate badminton, cricket, Volleyball & Basket ball. The College provides the facilities and equipments to practice games like running, disc throw ,shot put, javelin throw, kabaddi, kho-kho.The institution provides ample of opportunities for sports and extra curricular activities both sports and game for better health, also encourage students to practice Yoga.

File Description**Document**

Upload any additional information

[View Document](#)

Paste link for additional information

[View Document](#)**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:** 22.22**4.1.3.1 Number of classrooms and seminar halls with ICT facilities****Response:** 2

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**Response:** 24.16**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
.05	.08	0.9	.16	.55

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource**4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The post of Librarian is approved in the college, but due to non-regular posting on the post of Librarian, the library is conducted by in-charge. The college has students from rural areas who use the library daily. The college building is constructed in such a way that the students can take full advantage of the library. Information is provided by the library in-charge for providing book to students on different days according to class. Each department gives a list of necessary books related to its subject to the Librarian, which is purchased and registered in the stock register which is verified by the verification committee.

File Description	Document
Paste link for Additional Information	View Document

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: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

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: 2.62

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)

2020-21	2019-20	2018-19	2017-18	2016-17
5.6	.06	3.13	3.05	1.28

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	View Document

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

Response: 1.01

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

Response: 9

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has 04 computers with printer, scanner, external hard disks, Pen drives to fulfil our needs. Wi-Fi facility has been installed which covers half side area of first floor and ground floor of the college. A Broadband connection with Phone Number 07727-296074 was allotted from BSNL, unlimited monthly plan and 60 mbps till 3300 GB, up to 2MBPS beyond Internet Connection. Service engineer on call is available if network/Wi-Fi is not working. The college is committed to upgrade its IT infrastructure and associated facilities like new hardware and software for office.

Under the scheme of **Chhattisgarh Yuva Sanchar Kranti Yojna** Tablets/Mobile were distributed to the students as follows:-

Year	Scheme	No. of Table/Mobile distributed	Beneficiary
2017-18	Sanchar Kranti Yojna	620	All students
2016-17	Sanchar Kranti Yojna	71 Tablets	Final year student
2015-16	Sanchar Kranti Yojna	37 Tablets	Final year student
2012-13	Sanchar Kranti Yojna	59 Tablets	Final year student

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

Response: 221:1

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

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: 64.52

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)

2020-21	2019-20	2018-19	2017-18	2016-17
1.86	.48	.11	1.20	.75

File Description	Document
Upload any additional information	View Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document

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:

Yes, there are established system and procedure for maintaining and utilising physical, academic and support facilities at college. The instructions are clearly marked on wall of laboratory, labs and sports room.

Maintenance of College Building:

A Building construction and maintenance Committee has been constituted in the college Under the supervision of the Principal to look after the maintenance of buildings and other infrastructure facilities. Being a government college, the maintenance of infrastructure and electric fitting is done by the CG Public Works Department (PWD).

The maintenance and new construction proposals are forwarded to the PWD for the preparation of detailed estimate. After receiving detailed estimate it is forwarded to the. Department of Higher Education for funding and execution. Construction proposals for boundary wall is send through the PWD in current year. Minor maintenance works are done with funds from the Jan Bhagidari Samiti.

Sweeper is posted in the college for maintaining cleanliness and dusting in our college premises including classes, laboratories, library, baramada, toilets NSS/YRC room, etc. The college has also appointed part time Guard (post was sanctioned) to ensure security of the campus. He is also assigned work of gardener

during day time.

Maintenance of class rooms:

There are exclusively 8 class rooms, in which classes are held from 11:10 to 4:30 pm. Regular cleanliness is done by sweeper. The students are motivated to throw refuses in dustbins and keep their classes clean. All the maintenance and repair works of building was done by PWD.

Maintenance of Laboratories:

There are 3 laboratories which are equipped with the basic equipment facilities. The laboratory equipments are maintained by the concerning Head of the department due to lack of supporting staff. The students perform various experiments everyday under the supervision of concerning faculty.

Maintenance of IT Facility:

The computers and their accessories are maintained by the supplier during the warranty period. Routine Maintenance is done by the concerning office staff.

Maintenance of Sports facility:

Concerning the sports, the Chess, Carrom, Table Tennis and Badminton Facilities are available in the indoor. And for outdoor game Volleyball, Kabaddi, Kho-Kho, Atheletics are Practiced in the open ground of college. All These games are played among the students particularly from the timing of 2:00 PM to 4:00 PM. All these game activities are maintained in registrar properly with enrolment of participant players.

Maintenance of Library facility:

The Library is comprised of issuing section and reading room facility. Librarian ensures the maintenance and functioning of library services through support of peon. An Advisory Committee suggests measures to improve the functioning of the Library and also allocate funds for the purchase of books and journals.

File Description	Document
Upload any additional information	View Document

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: 79.07

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
718	731	657	556	352

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 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
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)

[View Document](#)

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: B. 3 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

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: 28.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	606	253

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

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: D. 1 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

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.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of student placement during the last five years (Data Template)	View Document

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

Response: 85

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

Response: 170

File Description	Document
Details of student progression to higher education (Data Template)	View Document

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: 90

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	2	1	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

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	2	1	0

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

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.

2020-21	2019-20	2018-19	2017-18	2016-17
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	View Document

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:

There is an active student council in the Institution. The council was organized on 20/09/2019 the member of the student council are selected on the basis of academic merit. There are number of committees in which active participation of these members can be seen like Science club, Environment Club, Cultural-Literary Club, Red Ribbon Club, Red Cross Society etc. The student council represents there active participation during the various meetings organized in the institution for academic and administrative purposes and they give their suggestion as well as their cooperation.

Descriptions about the various activities performed by student council:-

- Teachers' day celebration,
- Welcome ceremony for the fresher's.
- Actively monitoring about the timely availability of resources.
- Monitoring library facility and availability of books.
- Active participation in Alumni Meet.
- Taking decision to organize farewell party.
- Annual Day celebration organized by the council.
- Annual Prize Distribution.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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: 5.8

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

2020-21	2019-20	2018-19	2017-18	2016-17
5	6	5	4	9

File Description	Document
Report of the event	View 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)	View Document

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:

Alumni association came into existence on February 07, 2015 when first Alumni Meet was organised. The students were informed about meet by the phone and Chairman, Secretary, Treasurer etc were selected in this meet. Second Alumni Meet was organised 18/01/2016 in which 15 Students participated. To connect more people alumni whatsapp group was created in 2020 which now has almost 450 participants.

Few ex students are now placed in respected jobs.

S.N	NAME OF STUDENT	PROGRAMME	PRESENT PROFESSION
1	Durga Markam	B.A.	Teacher Class -1
2	Lata Dhruw	B.A.	Teacher Class -2
3	Nilanjana Verma	B.A.	Teacher Class -3
4	Niraj Verma	B.A.	Teacher Class -3
5	Taruna Namdev	B.A.	Teacher Class -2
6	Vasudha Mishra	B.A.	Buty Parler Work
7	Tanuja Bedi	B.A.	Aanganbadi Worker, UGC Net Clear
8	Sandhya Dhruw	B.A.	Aanganbadi Worker
9	Sangeeta Koshle	B.A.	Aanganbadi Worker
10	Sharda Kuruvanshi	B.A.	Aanganbadi Worker
11	Prabha Banjare	B.A.	Forest Guard
12	Noni Dhruw	B.A.	Teacher Class -3
13	Chandrakala Pradhan	B.A.	Head Master

14	Shanu Mishra	B.A.	Teacher
15	Neelam Verma	B.A.	Prerak
16	Kajal Verma	B.A.	Teacher Class -2
17	Himani Verma	B.A.	Teacher
18	Manju Jangde	B.A.	Computer Operator
19	Chandrakali Koshle	B.A.	Aanganbadi Worker
20	Priyanka Patel	B.A.	M.Lib, Net Clear
21	Nirmala Verma	B.A.	Asst. Professor Janbhagidari
22	Sapana Patkar	B.A.	Teacher
23	Kamleshwari Gayakwad	B.A.	Teacher
24	Domeshwari Dhruw	B.A.	Patwari
25	Parwati Verma	B.A.	Lecturer Panchayat
26	Seema Ghritlehare	B.A.	Teacher Class -2
27	Pranjali Verma	B.A.	Teacher Class -3
28	Preeti Mishra	B.A.	Teacher Class -2
29	Meela Banjare	B.A.	ICDC Supervisor
30	Suman Aannd	B.A.	District Progamme Officer National Rural Livelihood Mission
31	Rubi Verma	B.A.	Lawyer
32	Nandani Verma	B.A.	Lawyer
33	Kumudlata Nirmalkar	B.A.	Teacher Class -2
34	Padmeshwari Sahu	B.A.	Chairman District Panchayat
35	Lalita Verma	B.A.	Lawyer
36	Sunita Pradhan	B.A.	Lawyer
37	Vedmati Sahu	B.A.	Lawyer
38	Parmeshwari Fekar	B.A.	Teacher Class -2
39	Yogeshwari Burman	B.A.	Teacher Class -3
40	Sarashwati Ghritlehare	B.Sc.	Teacher
41	Satrupa Dhruwanshi	B.A.	Teacher Class -1
42	Himani Verma	B.A.	Teacher
43	Nirmala Verma	M.A.	Rojgar Sahayak
44	Gayatri Verma	B.A.	Teacher Class -2
45	Khileshwari Dhruw	B.A.	Teacher
46	Meena Verma	B.Sc.	Teacher
47	Ganeshwari Yadav	B.A.	Teacher
48	Sheela Manikpuri	B.A.	Teacher
49	Nileema Verma	B.A.	Sports Teacher
50	Neeraj Verma	B.A.	Teacher Class - 3

51	Manjualta Verma	B.A.	Teacher
52	Dr Anuradha Govind	B.A.	Teacher Class - 2
53	Ahilya Joshi	B.A.	Teacher
54	Shashi Sahu	B.A.	Teacher Class - 2
55	Sandya Verma	B.A.	Teacher Class - 3
56	Geeta Verma	B.A.	Consultant Child helpline 1098

File Description	Document
Paste link for additional information	View Document

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:

Vision

The vision of the college is to serve the education equally to all the students. The majority of the students enrolled in this college belong to the scheduled caste, scheduled tribe and obc. They belong to rural background and below poverty level. The institution intends to develop moral values as well as empower girls through quality education and meaningful learning process.

Mission

- To provide sufficient opportunity for women in higher education.
- To assure all round development of our girls.
- To provide social awareness among girls.
- To make them understand the actual meaning of life.
- The mission of the institution is to provide higher education facility to the girls coming from villages.

Core Values of the Institution

- To educate and empower girls of rural background to make them self reliant.
- To develop qualities of social, moral and creativity in student.
- To make student good and responsible citizen.

The governance of the institution is reflective of an effective leadership in tune with the vision of the institution. The Principal involves all the teachers in the academic activities and administrative duties of the college. All the permanent faculty are members of the Staff council, IQAC and various other committees. All the members actively participate in the staff council meetings and suggest measure for teaching and learning which plays key role in policy making of our college. The college promotes a culture of participative management by forming various committees which also includes student representatives.

File Description	Document
Paste link for additional information	View Document

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

Response:

Govt Minimata Girls College has an active involvement of each and every staff member in smooth conduction of overall academic and administrative responsibilities. The College administration has formed number of committees which include permanent staff, Guest faculties, office staff and students depending on the nature of committees. **Staff council/ IQAC/NAAC /Grievance Redressal/Internal Compliance and Planning and Implementation committee/** are responsible for monitoring of academic and administrative responsibilities.

Examination Cell:

Examination Cell is one of the example of decentralization and participative management. It follows the manual of examination system which has been prepared as per the guidelines of UGC and Ordinance and Regulations of Pt RaviShankar Shukla University. The Principal of the college is the Chief Controller, for Examinations. In this center, exams are conducted in two shifts. There is one superintendent and one assistant superintendent in the morning shift and in the evening shift one superintendent and two assistant superintendent. two Clerikal Staffs and two class IV employees also engage in exam cell. Major roles are summarized below:

- Preparation of consolidated time table and seating capacity for college.
- Preparation and smooth Conduction of University Theory and Practical examination.
- Dispatching of Answer sheets of theory exams for Valuation.
- Tabulation and Record Keeping of attendance record /UFM/ Invigilators remuneration / question paper record .
- Certifying the attendance in case of result held due to faulty attendance marking at university level.

Purchase committee:

Purchase committee involves faculty members of the college. The committee works for efficient management of fund received from state government for purchasing furniture chemicals equipments, office equipments etc as per the guidelines of cg purchase rule.

Sports committee:

Sports officer make a sports committee. Committee regularly notify the student for upcoming sports event and also to train the potential students for intercollegiate and other activity hence students from college are regularly getting awards at inter college events and also on higher levels.

Admission committee:

Admission committee revise the prospectus of the college for offline/online admission and prepare merit list as per reservation and instruction received from dept of higher education & University and check the documents submitted by the student for admission.

Anti ragging squad, discipline committee, sexual harassment committee:

Anti ragging squad, discipline committee, sexual harassment committee members regularly keeps an eye to check any such nuisance in college. Also students are instructed at the beginning of each session (induction program) for code of conduct for students while in campus. Also sudden inspections are done to check the discipline and cleanliness of classes.

File Description	Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Keeping in view the mission and vision of the institution the faculty and students of the college devote themselves in various activities. Being the only girl's college of the district, it is the duty of the institution to excel in girl education and set an example in front of the society. Majority of our students are coming from rural and low economic profiles who are often the first girls to avail higher education in their families. Hence college feels a need for their all round development by incorporating extracurricular activities, sports, extension activities to make them confident and responsible citizens.

As a result of constant motivation, our students got the first 10 places in the merit list of BSC (Home science) and one student of BA faculty got third position in the merit list released by the university for session 2018-19. In 2017-18, our 08 and in 2019-20, 08 students of BSC (Home science) student got position in the merit list released by the university. Also 01 girls of MA (Hindi) got position in the merit list released by the university in 2019-20.

File Description	Document
Paste link for additional information	View Document

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

Response:

The organizational structure of college includes the Principal as Administrative Head of the Institution. Academic staff includes 17 sanctioned posts for Professor & Assistant Professor (7 Filled). Non teaching Staff includes One Librarian, One Sanctioned post for Sport Officer, 1 sanctioned post for Assistant grade II (0 filled) , Two sanctioned post for Assistant Grade III, 5 sanctioned post for Lab technician, 5 sanctioned post for Lab Attendant. and 2 Peon as Class IV employee.

The Directorate of Higher Education is the principal authority as it is a Government Institution and all the academic and administrative decisions are taken by the Principal. The college follows the guidelines and ordinances of its Affiliating University, Pt. Ravishankar Shukla University and UGC, New Delhi. The staff council, Finance committee, Internal Compliance committee, Grievance Reddressal committee and Internal Quality Assurance Cell (IQAC), help the Principal in managing academic and administrative responsibilities of the institution.

To fulfill academic needs of the students every year guest faculty are appointed in the departments where sanctioned posts are vacant. A number of committees including SC/ST/ Minority Cell, Scholarship committee, Anti-Ragging and Discipline committee, grievance redressal and internal compliance committee were formed on IQAC initiative for proper management of Administrative responsibilities. The college has an Internal Examination Committee that monitors regular conduction of internal examinations evaluation and related data management. The University Exam Cell is headed by the Principal as Senior Centre Superintendent and one permanent faculty as centre superintendent for other shift (morning). He is assisted by one assistant superintendent, office staff and supporting staff.

At the beginning of session, the staff council meeting is held to discuss and form academic calendar, syllabus, change in curriculum (if any), and methods of evaluation new introduction of teaching learning methods. The purchase committee deals with the budget estimates relating to the grants received/receivable from Department of Higher Education and income from fees collected, etc to undertake purchasing as per CG purchase rules and regular internal examination of the accounts.

Sports Committee, Admission Committees, Anti sexual harassment Committee, Career Counseling and Placement Cell, Anti- Ragging Committee, Student Union Committee, NSS and Youth Red Cross unit take care of other auxiliary responsibilities. The whole set up is for the welfare of the students who can approach anyone and anytime for help.

The service rules for teachers and non-teaching staff are as per UGC and the State Government. Recruitment of teachers in college is made through Chhattisgarh Public Services Commission. Guest faculties are selected on the merit basis as per rules of UGC and Director of higher Education. Teachers are promoted as per UGC regulations through Directorate of Higher Education. The staffs submit their grievances, if any, to the Principal. The grievances of students are redressed by the Grievance Redressal Cell and the Principal.

File Description	Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

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: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document

6.3 Faculty Empowerment Strategies

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

Response:

As the College is a Government institution, only government welfare schemes are applicable for the teaching and non-teaching staff. The State Government has framed many acts/rules & regulation for effective welfare measures for their employees and these rules are amended/updated time to time. All the employees of state Government are covered under Chhattisgarh Civil Services rules. The rules which govern welfare measures include: Civil Service Conduct rules, Anukampa Niyukti, Chhattisgarh Pay Revision Rules, Rules for Various Allowances, Chhattisgarh Civil Service Medical Reimbursement Rule, Travelling Allowances, Family Benefit Rules Chhattisgarh Civil Service (Leave) Rule 2010, Chhattisgarh Civil Service (Promotion) Rule 2003, Chhattisgarh State (Retirement) Act 2012, Chhattisgarh State (Pension) Rules and Contributor Pension scheme (CPS) for employees appointed after 2004 .

Allowances: Dearness Allowance, House Rent Allowance, Washing Allowance (Only For Class IV), Medical Allowance (Only for Class III & IV Optional), Medical Reimbursement, Festival Advances for Class III & IV Employees, Pension & Family Pension.

Leaves: Casual Leave (13 Days), Half Pay Leave on Medical Ground (20 Days) Earn Leave (10 Days per year for Teaching staff and 30 days per year for non teaching staff), Maternity Leave(6 Months) Paternity Leave(15 Days), Study Leave (max 2 Years),Teacher Fellowship (for Teaching Staff) and Summer/Winter Vacation (for Teaching Staff).

Remuneration: Honorarium for centre superintendent, Invigilation, evaluation, paper setting and as external examiner and supporting office staff have given as per university rules.

Salary: The teaching staff and non teaching staff receives salary from the CG State Government, according to the seventh pay scale of the University Grant Commission. The Teaching staff can also avail Teacher Fellowship of UGC to pursue research and the CG State Government and the college authorities give them full support. The non-teaching is also receiving seventh pay scale and promotion benefits as per the CG State Government employees of the other departments.

Pension and Family Pension schemes are there for the employees appointed before 2004 and Contributory Pension Scheme (CPS) are given for employees appointed after 2004. As per CG State Government Rules Compassionate appointment is given to a family member on the death of any employee . Salary advances are given to the needy staff. Free uniforms / allowance are provided for Class IV employees.

Other effective Welfare measures: Child Care leaves (730 days) under special condition as per CG State Government Rules, Allotment of Government Quarter on request and availability and Gratuity.

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**

2020-21	2019-20	2018-19	2017-18	2016-17
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

[View Document](#)

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**

2020-21	2019-20	2018-19	2017-18	2016-17
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

[View Document](#)

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:** 14.29**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

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	2	0	0

File Description	Document
Details of teachers attending professional development programmes during the last five years	View Document

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff**Response:**

Yes, Annual Self Assessment Performa based on the directives of UGC has been prepared by the Department of Higher Education of Chhattisgarh Government. Thus Performance based Appraisal System (PBAS) has formally been introduced for teaching and non-teaching staff. They fill up a self assessment form that has the details of their performance during that session every year. The committee of few senior assistant professors then assesses the performance of the faculty member and report to the Principal. The Principal himself also monitor day to day working of the staff and then evaluate each of them at the end of each academic session on the basis of their efficiency.

The Principal takes steps to improve the performance of the faculty on the basis of their review and evaluation. Based on the performance of the professors and the staff , the Principal forms committees for the efficient working of the administrative staff and increase the efficiency of the teachers for the smooth running of the college.

The Confidential Report along with PBAS form yearly are then forwarded by the Principal with his report to the Directorate of Higher Education. The Higher authorities enter their own observations which are helpful at the time of promotion and career advancements, and if there is any adverse comment against any teacher, it is communicated to them. The outcome of such a system is quite encouraging. The teachers have become aware of the significance of their work like teaching, learning, extension activities, research and academic contribution. This system helped in motivating faculty and staff for conscious efforts to improve their performance and maintaining a healthy competitive atmosphere in the institution.

6.4 Financial Management and Resource Mobilization**6.4.1 Institution conducts internal and external financial audits regularly****Response:**

Yes, the institution conducts internal and external financial audits regularly. The internal financial accounting is done every month and is completed before 10th of every month considering all the previous

month transactions. After completion of the monthly accounts the same accounts are audited by the internal auditors from departmental staff (Economics faculty) appointed by the Principal. If any mistake are identified or short coming is reported, the same is rectified within that month by the concerned departments/officers. A report of the monthly expenditure (MER) is prepared every month and sent to the Directorate of Higher Education.

The financial transactions of the College are of several types. Following is the list of various funds and the procedure of their audits.

1. Government and Non-Government Funds: The Audit Section of the Directorate of Higher Education does the audit of these funds. In addition special funds allotted (for ex RUSA grants) for particular work/ program are audited by chartered accountant. CG Accountant General Audit is also done time to time.
2. Janbhagidari Funds: The Chartered Accountant appointed for the purpose does the audit of Janbhagidari Funds.
3. Exam Funds are again audited by Audit Section of Pt. R.S. University Raipur.

If any objection is raised by the auditor, they are rectified by the supporting document/ vouchers etc within time frame. No serious objection has been raised so far by the auditors in the previous audits, (Departmental Audit 2009 , 2014 and 2019 by CG Directorate of Higher Education).

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)

2020-21	2019-20	2018-19	2017-18	2016-17
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	View Document

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

Response:

The college administration ensures optimal utilization of funds through the following procedure: The establishment expenditure of the college including salary and other expenditures are received from the Department of Higher Education, Government of Chhattisgarh for which an estimated budget is sent in February and November every year. Draft budget is prepared every year taking consideration of the requirements of each department.

Budgetary provisions are made use of for administrative and academic activities. The budget is utilized to meet day-to-day operational and administrative expenses and maintenance of the fixed assets. All financial matters like fee collection and salary are supervised and taken care of by the Principal.

Procurement Process follows CG Purchase Rules and involves quotations enquiry from at least three different suppliers to find out the competitive prices and the lowest price is approved by the Purchase Committee. Vendor Payments are made to the suppliers, only after the checking that the goods, books and equipments are in proper condition.

All Payments are done only if authorized by the Principal. Most of the payments are done through cheques, bank drafts NEFT/RTG and internet Banking. Record of every transaction is maintained in the Stock Registers and cash books by the Assistant grade clerk, the librarian and Head of the Departments. The grants received from the external funding agencies like RUSA are effectively utilized by conducting programs for which the fund is allotted.

Janbhagidari Samiti's fund are utilized with Janbhagidari chairman consent in appointing part time faculties for English and Hindi (as sufficient posts are not sanctioned) and Part time computer operator, farras and guards. Examination funds are also judiciously utilized in remuneration, purchasing of stationary and other subsidiary arrangements for exams.

The construction of the building and other structures and their maintenance is done by the Building construction and Maintenance Committee through PWD under the supervision of the Principal as per the orders of the Commissioner.

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:

The major contributions of IQAC for quality enhancement in this institution are as follows:-

The institute has started a regular **result analysis** of university exams and internal exams every year which helped us to identify the points where students of this region are performing less and hence our faculty members have started putting extra inputs for students in form of sharing notes, preparing for question bank, guidance on how to write answers in exams etc. With initiation of IQAC, a carrier guidance and placement committee was formed which organizes guidance classes for competitive exams like a free

Coaching for General Awareness. IQAC organizes pratibha samman for students in merit list every year.

Collection and Analysis of Feed Back:In 2017 a new system for feedback collection from all the stakeholders i.e., Students, Teachers ,parents and Alumni was started which is further analyzed and necessary actions are taken for improvement of academic and overall development of our students.

On Request of our Students **Proposal for new UG Courses** BCA , New PG Course Msc (Home science), MA(Sociology, Political science, Economics) has been submitted to CG Department of Higher Education.

To give our students an opportunity to interact with expert faculties **organization extension lecture** in each department was initiated. Also students were taken for study tour for knowledge enrichment. Students were motivated for active participation in college programs, **extension activities** like NSS, NCC, YRC and **Sports** by giving them benefit of class attendance and felicitating students who performed well in such activities at the time of annual function of our college.

For **development of available infrastructure**, Purchase of Biometric Machine for attendance marking, Purchase of audio System, Projector, (ICT enabled), Purchase of Sports and lab equipments , teaching aids, office and class furniture, CCTV(for security and surveillance), sanitary pad vending machine and incinerator was planned and implemented.

File Description	Document
Paste link for additional information	View Document

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:

Yes, the institution reviews its teaching learning process, structures & methodologies of operations and learning outcome at periodic intervals.The IQAC evaluates the teaching and learning process through the Students feedback and with the help of Heads of Departments.The Principal conducts meeting of the Staff Council to review the overall performance of the College and presents the perspective Plan. Teaching-Learning is one of the aspects considered in the development of policy and strategy. The Head of the institution give surprise visits to classrooms to ensure proper delivery of lectures, punctuality and regularity of classes. All the subject teachers (permanent and guest faculty) conduct the **result analysis** to discuss the performance, the syllabus, and strategies for improvements in staff meetings and the report is presented in IQAC meeting for analysis and recommendations. Advance teaching plan for every month is prepared for every course and all the members do teaching accordingly so that the courses can be completed in scheduled time.The principal assess the quality of teaching through a vigilant inspection of class during lectures and verification of attendance and daily diary monthly and regulator interaction with students. The faculty conducts test as per academic calendar and evaluate and discuss about the

shortcoming of individual student. To enhance individual and collaborative learning, students are also given individual and group assignments and seminar and oral presentation tasks. As per the direction of the principal, all the faculty members also prepare and download course material and modules for the topics on which the available matter is insufficient. The college also regularly organizes guest lectures for enhancement of knowledge. The IQAC committee monitors and evaluates teaching learning process through academic audit.

The teacher's diaries and attendance record of the teachers are reviewed by the Principal before 5th of each month. The Institution Head also takes the feedback of the students regarding the regularity of the classes, the problems encountered during teaching, if any shortcomings are found, the Head takes measures for removing it by instructing concerned faculty.

The use of both languages, (English& Hindi), during teaching as the students are more from Hindi medium background. However students are encouraged to write key terminologies and definition in English. . The students are encouraged to come up with their difficulties and their problems are sorted out timely. The students are given assignments and home works to revise the portion covered in the class. Apart from teaching in the class, the students of science faculty have regular practical classes in laboratory. The students are strictly instructed to be present in the practical classes. The students get clearer understanding of the topics taken up in the class through practical practice. Every effort is made by the college administration to ensure zero tolerance in the campus on ragging and indiscipline. To balance academic, the institute plans and organizes co-curricular & extracurricular activities in afternoon session (Preferably after 2 o clock) to minimize the effect on studies.

File Description	Document
Paste link for additional information	View Document

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: E. None of the above

File Description	Document
Upload details of Quality assurance initiatives of the institution	View Document

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:

Govt Minimata Girls College Shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere in the campus. Sensitization of the students is done through special lectures and functions. Specific initiatives with respect to key areas are as follows:-

Sr. No.	Year	Title of the programme	Date and Duration (from-to)	Number of participants
1	2015-16	Sushri Deepa soni, Chairman Sexual exploitation society Baloda Bazar, Delivered Lecture on Human rights	10.12.2016	70
2	2016-17	K L Cheriyan, District Judge, Baloda Bazar, Delivered Lecture on role of laws to establish gender equity	07.01.2017	
3	2017-18	Mr. Praful kumar sonwani ADJ, Mr. Aditya Joshi CJM, Baloda Bazar Delivered Lecture on Sexual crime	05.12.2017	86
4	2018-19	Exhibition on women empowerment, By Alapana Deshpandey Assistant Prof. Dr. Khubchand Baghel Govt. P.G. College-3	24.02.2018	
5	2018-19	Sushri Deepa soni, Chairman Sexual exploitation society Baloda Bazar,Dr	10.12.2018	76

	Nisha jha Retired Principal Govt college Kasdole Delivered Lecture on Sexual violence	
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NAAC

Specific Facilities provided for women in terms of :-

1. **Safety and Security**
2. **Counseling**
3. **Common Room**
4. **Day Care Centre for Young Children**
5. **Any other relevant information**

1. **Safety and Security** – To ensure safety and security of our students, outsiders are strictly

prohibited in college campus. Photo ID card has been issued to each student and no other person is allowed inside campus without proper entry in visitor's register & prior permission of principal. The sexual harassment/anti-ragging committee for gender issues has been framed to provide better safe guards.

2. **Counseling-** All the students are counselled regularly for hygiene, nutritional and psychological issues. Apart from that personal counselling in form of **teacher guardian** scheme is part of college curriculum, to address mental stress management, peer pressure, from family and social issues.
3. **Common Room-** In the institute, there is a separate common room with adequate light, fan, first aid box, BP machine and other facilities available for Girls. Also Sanitary Pad Vending Machine with incinerator (destroyer) facility are available in our institute.
4. **Day care center for young children-** This facility is not available in our institute.
5. **Any other relevant information –**
 - **CCTV-** CCTV has been set up in the college building for the safety and security of Girls. Through this, continuous monitoring of the college campus is done.
 - **Karate training-** Organized karate training programme in the college for self defence of girls.

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	View Document

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
Any other relevant information	View Document

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:

Solid Waste Management: To avoid wastage and minimise the use of paper in office, notices and circular are sent in whats app group. Discarded stationery waste, fused bulbs and tube lights are collected from various administration office in dust bins and sent to municipal collection centre, and rest of the solid biodegradable wastes like left over from lunch boxes, fruit refuse leaves collected in garden etc are dumped for compost preparation, maintained by NSS and youth red cross unit. Plastic polythene is banned in campus. Newspaper and practical records are sold and the amount is used for student related activities.

Liquid waste management: The drain around the college building is built through which the water of the college building is drained.

Bio medical waste management: There is no Bio medical waste at present in the college.

E waste management: Used CD etc are sorted separately and kept in separate bins which are disposed by calling municipality van. Printers, cartridges and computers are first brought in the notice of write-off committee and then disposed according to guidelines.

Waste recycling system : There is no system of Waste recycling in the college. However, rain water harvesting system installed in our college.

Hazardous chemicals and radioactive waste management: There is no Hazardous chemicals and radioactive waste at present in the college.

File Description	Document
Link for Geotagged photographs of the facilities	View Document

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: E. None of the above

File Description	Document
Any other relevant information	View Document

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: B. 3 of the above

File Description	Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy 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: E. None of the above

File Description	Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

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

Response: C. 2 of the above

File Description	Document
Any other relevant information	View Document

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:

Govt. Minimata Girls college has been undertaking various initiatives in the form of celebration of days of Eminent personalities, national festivals, NSS ,NCC and other such activities to provide for an inclusive environment by bringing students and teachers with diverse background on single platform for creating inclusive environment.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated in the campus for not only recreation and amusement but also to generate the feelings of oneness and social harmony.

The college and its staff jointly celebrate the cultural and regional festivals like new year day, teachers day, orientation and farewell program, induction program, rally, oath, plantation, women's day, yoga day, holi Milan celebration , diwali mela celebration etc, religious ritual activities are performed in the college.

Motivational lectures of skilled person of the field are arranged for all round development of the student for their personality development and make them responsible citizens following the national values of social and communal harmony and national integration every year Our NSS cell conducts special camps in Village for NSS Volunteers. These Camps are directed towards various Social issues impacting the lives of the people in the community viz-a-viz including social and cultural value among the young students. The volunteers, mainly undertake awareness activities with regard to the social issues. NSS camps were conducted on the following dates and places:-

Sr. No.	Session	Place	Date
1	2016-17	Dasharama	16.11.2016 to 22.11.2016
2	2017-18	Bharsela (Bada)	09.01.2018 to 15.01.2018
3	2018-19	Risda	07.01.2019 to 31.12.2019
4	2019-20	Amera	25.12.2019 to 31.12.2019

In this way the institutes efforts/initiatives in providing an inclusive environmental for every one with tolerance and harmony towards cultural regional linguistic communal socio-economic and other activities.

Type of Event	Date	Name of Event	Objective
Celebration	08.03.2019	International Women's Day	Celebrations of woman empowerment

Linguistic	14.09.2019	Hindi Diwas	To commemorate the importance of our National Language
Exhibition	22.10.2019	Gandhi Jayanti	Getting acquainted with Gandhi's life and taking inspiration from his life
Guest Lecture	05.12.2019	Vidhik Sakshrta	To inculcate the spirit of social entrepreneurship among the students.
Yoga	21.06.2019	Yoga day	To bring happiness to our lives and strengthen our sense of community and to give platform to our students to showcase their talent.
Lecture	10.12.2016	Human right day	Knowing Human Rights as Human
Workshop	07.01.2017	Human right	Making students aware of Human rights
Competition		Poster Making and Slogan Writing	To know rights of voter and awareness for voting
Celebration	05.09.2019	Teachers Day	To acknowledge and pay respect to teachers.
Celebration	28.09.2018	Fresher Party	To make fresher comfortable and develop a free interaction.
Celebration	27.02.2019	Farewell party	Wishing the final year students good luck for their Bright future
Celebration	4th Sunday of nov month	NCC DAY	To inculcate in the cadets the sprit of unity discipline and service to the country.
Celebration	24 sep 2019	NSS DAY	Introducing volunteer to the historical background of NSS.
Celebration	11.08.2020	Minimata Punya Tithi	Introducing about Minimata to Students.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

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:

Our college undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. On 26th Nov , Constitution day is celebrated in our institute every year. On constitution day our guest generally narrate the fundamental rights, Duties, Values and responsibilities of citizens as stated in Constitution of India. They appeal all to remember the struggle of freedom and respect the National Flag and National Anthem. Our constitution provides human dignity ,equality, Social justice ,Human rights and freedom ,Rule of law ,equity and respect and superiority of constitution in the national life .Our country is governed on the basis of the rights and duties enshrined in the Constitution of India.

Professor Mrs.Sunita Tyagi nominated as SVEEP PROGRAMME Coordinator under whose guidance, Electoral literacy club and voters awareness forum are created to literate the students and the general public about the Democracy. A voters pledge programme is organized on 24th Jan for students and faculties at college campus every year. Essays, slogans, Rangoli competition, debates, quiz competitions are organized on the national voters day at college. The college also conducts a Voter awareness programme for all the students and they are sensitized about their constitutional powers of voting . Swachha Bharat Abhiyan has also been an important initiative taken up by the college where we have organized an awareness rally for the students and took a tour in entire town to create awareness among all. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

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: D. 1 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

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

Response:

Our institute believes in National Integrity and rich Culture and thus we celebrate our Independence Day (15 August) and Republic Day (26 January) and Constitution day (26 November) with lots of enthusiasm and patriotism. Birth Anniversary of Mahatma Gandhi and Lt. Prime Minister Lal Bahadur Shastri (2 October), Deputy Prime Minister Sardar Vallabhbhai Patel (31 October) as Rastriya Ekta Diwas, Swami Vivekanand Jayanti (12 January) as Yuva Diwas, and Spiritual figure Mamtamayi Minimata Jayanti are also celebrated. Activities like motivational lectures, slogan writing, speeches are also organized. All the students and teachers celebrate birth anniversary of Indian President, Sir Radhakrishnan on "Teacher's Day".

Youth Red Cross Unit celebrates World AIDS Day (01 December), Sadak surksha saptah, Heart day to spread awareness by arranging various events like slogan writing, rangoli competition, essay writing, poster presentation and health checkup among students. NSS Unit celebrates Gandhi Jayanti as Swachata Diwas and NSS Day (24 September), Matdata Diwas (25 January) etc in nearby villages and communities by organizing rallies.

File Description	Document
Link for Geotagged photographs of some of the events	View Document

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:

Best Practices – 1

1. Title of the practice

College Uniform

2. Objectives of the practice

To inculcate a sense of discipline and equality among the girl students.

3. Context.

The Dress Code was initiated by Swati Verma, the student union president of the session 2014-15.

4. Practice

The Proposal came to the notice of the Principal and after the Permission it was adopted by the students, the thought behind it was to develop a sense of civilization. The dress code are as follows:

1. B.A. - Purple
2. B.Sc -Science / Mathematics - Yellow
3. B.Sc-Home Science -Pink
4. M.A. -Green

The uniform increases Students Confidence and discipline of the college, Different faculties are identified by different colour codes. This dress code is one of our uniqueness in the faculty. It is appreciated by everyone who visits are college.

5. Evidence Of Success

Since 2014-15 the students attend college in their prescribed uniform every day.

Best Practices – 2

1. Title of the practice

Permanent Award

2. Objectives of the practice

To encourage the students to get maximum marks in the annual examination

3. Context.

Former Principal Dr. Urmila Rani Gupta Started Permanent Award to encourage the girls . In this way, the award has been closely linked and today 7 Permanent awards are given to the students.

4. Practice

Seven permanent awards are given in the college, in which the donors have fixed some amount, and

the interest amount, is given to the student as award annually. The permanent award are as follows:

Permanent awards

1. By Urmila Rani Gupta: - (Former Principal)

For the student with the highest marks of B.A. Part-1

2. By Ms. Onima Rishi: - (Former Principal)

For the Student with the highest marks in English of B.A Part-3

3. Shri Ramadhar Patel: - Member, Public Participation Committee / Bureau Chief Deshbandhu

B.A. The student with the highest marks in Part-3

4. By Dr. Smt. Snigdha Sen: - Former Principal Government Minimata Girls College, Balodabazar.

B.Sc. Home Science Part-1 Science student with highest marks

5. By Mrs. Usha Aggarwal: -Assistant Professor Home Science

B.Sc. Student with highest marks in Home Science Part-2

6. Shri Vijay Kesarwani: - Senior Citizen and social Activist.

B.Sc. The student with the highest marks in Part-1

7. By Dr. Kalpana Upadhyay :- Pricipal Incharge

Student with highest marks in B.A. Part II – Economics

Also Every year in the college, student securing highest marks in each class are awarded.

5.Evidence Of Success

As a result of this permanent award, our students were encouraged to get the position in the merit list issued by the university as follows:

1. In 2017-18, 8 Girls of B.Sc. Home Science.

2. In 2018-19, 10 Girls of B.Sc. Home Science. (Our students got all 10 Positions)

3. In 2019-20, 8 Girls of B.Sc. Home Science. Also in 2018-19 one student of B.A. III got Second position and in 2019-20 one student of M.A. Hindi got Seventh position in the merit list issued by the university.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

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:

The college was established in 1989 with an objective to educate the girls of nearby villages and Baloda Bazar town. The college administration hence works tirelessly to provide them best education and opportunity to choose the best career option when they leave this college. Although we have shortage of permanent faculties, supporting staff and funds but with smooth coordination and cooperation we all ensure to give our 100% to this institute. In last few years there has been gradual increase in percentage of outgoing students opting for higher educations.

Few areas where college has come forth in recent news are:-

1. With proper support, motivation and training our students are performing well in sports and few have coined their name at university level in kho kho, Basket ball, Volleyball, kabbadi etc.
2. In last three years activities by career and guidance committee has increased and college's faculty has also initiated free General knowledge classes for preparation of competitive exams and students response was quite promising.
3. The college administration is planning to develop its infrastructure and academic facility under which proposal for Girls Hostels, Indoor stadium, Boundary wall are sent to higher education.
4. Also we have sent proposal for UG courses proposal B.com, BCA, PGDCA and PG Program in MA sociology and M.sc Home Science to Department of Higher Education and college is expecting to get positive response soon.
5. The teachers treat students as their own child and ensure their security and safety. They also provide personnel counselling whenever any student is stressed and always try to help their students.
6. Students are motivated to participate in various intra college/inter college and social awareness activities through NSS/YRC to strengthen their personality and confidence and to prepare them for the future.
7. The college IQAC has initiated to collaborate with other institutions for academic collaboration and skill development. We also organize a number of extension lectures for providing an opportunity to interact with subject experts.

5. CONCLUSION

Additional Information :

The college Janbhagidari Committee has helped a lot in the development of the institution and betterment of students. Some major contributions are as follows:

- The committee has purchased chairs that is used in special occasions like annual functions etc.
- The committee sanctioned fund for payment of two part time lecturers in Hindi and English department, as only one post of assistant professor was sanctioned by Department of Higher Education Government of Chhattisgarh.
- The committee also helps in fulfilling urgent requirement of the institution if any.

Concluding Remarks :

Govt. Minimata Girls College is the only girl's college in Baloda Bazar district. It is affiliated to Pt. Ravishankar Shukla University and run by Department of Higher Education, Government of Chhattisgarh. The college was established in 1989 and is offering Undergraduate Degree courses in Science, Home Science , Arts and PG Degree in Hindi. The college is included under section 2(f) and 12(b) by UGC, New Delhi.

The college is committed to provide best education despite of limited Human resources and Facilities. The faculties of this college are combination of young & experienced. They are enthusiastic to carry this institution to greater academic heights. They are continuously mentoring students in academic by promoting use of ICT, and in sports and extension activities. The students are well disciplined and Hard working. The college administration is committed to provide our students a ragging free, friendly environment and peaceful atmosphere for learning.