



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT NIRANJAN KESHARWANI COLLEGE, KOTA, DIST. BILASPUR
Name of the head of the Institution		Dr. Sandhya Tiwari
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07753253210
Mobile no.		9424147102
Registered Email		gnkckota@gmail.com
Alternate Email		sapanapawar22@gmail.com
Address		Government Niranjana Kesharwani College Kota, District Bilaspur
City/Town		Kota
State/UT		Chhattisgarh
Pincode		495113

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Shri B. K. Tripathi
Phone no/Alternate Phone no.	07753253210
Mobile no.	9424261735
Registered Email	gnkckota@gmail.com
Alternate Email	sapanapawar22@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://gnkckota.ac.in/Uploads/AOAR%202015-16%20GNKC%20KOTA_20202212130211.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://gnkckota.ac.in/Uploads/Academic%20Calender%202016-17_20202710053510.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.55	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC	10-Jul-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Establishment of a Medical Unit in the College	27-Aug-2016 150	1250
Procurement of Sports Equipment	08-Sep-2016 180	1211
Library Enrichment	08-Sep-2016 180	1211
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Niranjan Kesharwani College Kota	Laboratory Upgradation	State Government	2016 90	10000
Science Department Laboratory	Procurement of Laboratory Equipment	State Government State Government	2017 70	300000
Lecture Room and Departments	Furniture	State Government	2017 70	200000
Library	Library Upgradation	State Government	2016 200	225000
Library	B P L Book Bank	State Government	2016 180	447000
Library	B P L Book Bank	State Government	2016 170	50000
Library	ST Free Book Scheme	State Government	2017 65	161000
Library	SC Free Book Scheme	State Government	2016 280	75500
Sports Department	Sports Equipments	State Government	2016 200	200000
Sports Department	Sports Equipments	State Government	2017 70	200000
View File				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
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Upload the minutes of meeting and action taken report	View File
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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

Procurement of laboratory equipment for the laboratories for the upgradation of the facilities for the students. Establishment of a Medical Unit in the college under the aegis of the Red Cross Society of the college for the physical and mental well being of the students and the staff of the college. Procurement of furniture for the students to accommodate the growing number of students Books purchased for the upgradation of the library for the students of the college.

View File

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

Plan of Action	Achivements/Outcomes
To establish a medical unit for the students and the members of the staff	The physical and mental health of the stakeholders including students and the staff of the college is an essential area so a medical unit has been established in the college under the aegis of Red Cross Society of the college.
To upgrade the college library keeping in view the requirements of the students in the college	Special enrichment drive for the upgradation of the library has been initiated keeping in view the requirements of the students in the college.
To make the learning and teaching process more ICT oriented	As per the ICT drive initiated in the college last academic session the students and teachers of the college are using ICT-based studies and teaching, so that the changes and innovations under the Higher Education Department in the changing times keep the students and faculty updated.
To initiate a laboratory enrichment and up gradation drive	The procurement of laboratory equipment has been given top priority to upgrade the laboratories of the college .
View File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2016
Date of Submission	20-Nov-2016
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>Modules in operation currently: 1. Applying the college website and Email of higher authorities, university, faculty members as well as coordinators of different committees / cells. 2. Mass messaging system - within group of all regular students, group of all teachers, 3. Notification by college notice board, departmental notice board. 4. Using whatsapp group of faculty members, research student groups, PG students group. 5. Through meetings of staff council, student induction program and additional meetings as per required. 6. Submitting the data on AISHE portal. Description: The Institution has well organized management information system under which the IQAC plans the various activities for better performance in academics and for overall development of the institution. The activities planned are then implemented by the various committees concern to achieve the planned goal. After implementation the achievement and problems in the form of feedback is placed before the staff council and other constitutional bodies. The bodies discuss the problems and outcomes thoroughly and recommend its suggestion for better planning in next session. Information of various activities is given to the students by Notice Boards, Website and also by sending Group SMS. Information to teaching and non teaching staff is provided through Email and Whatsapp</p>

group. Not just for teaching and nonteaching staff but also information to students are circulated through whatsapp group, for each class there are separate whatsapp group to give important message. Mass messages are sent to the students for various activities like notifications, various schedules. Whatsapp group are the most convenient way of conveying message not just to staff but also to students in real time basis.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our college is affiliated to the Bilaspur University, Bilaspur Chhattisgarh. We follow the curriculum prescribed by the university. We have to abide by the Academic Calendar provided by the department of higher education. The curriculum provided by the university serves as a framework for teaching and learning in the college. The curriculum is a learning-centered one rather than being a content driven one which places learning at the forefront of all curricular development activities. Although the programmes and courses are designed at the state level but our teachers have their say as members of boards of studies. The Heads of all the departments prepare their own departmental schedules and guidelines. The IQAC helps in strategizing the best methods to successfully implement the curriculum. Effective delivery of the curriculum is ensured by the active implementation of the time plan. At the very beginning of the academic session orientation programme is organized for the students of first year of all the disciplines to drive home the desired aims and objectives of different courses and programmes. Aspects of holistic learning are brought into early undergraduate years, Different faculties devise and methodise approaches to address the academic requirements of the students. While designing the lesson plan there is a focus on the relevance of the academic outcome and the requirements of students in the context of professional practice. Students are also encouraged to develop their persona and become a best product excelling in qualities ensuring employability. Senior students become excellent mentors and with their supervision the juniors learn the fundamentals of the learning process of the higher education institutions that contributes to the development and delivery of learning in a meaningful, holistic manner. Yearly lecture planning is a complex process where faculty defines intended learning outcomes, assessments, content and pedagogic requirements necessary for student success across an entire curriculum. The faculty members are encouraged to prepare an active plan for their classroom teachings for the whole academic session before the academic year commences. The HODs are directed to make sure of the same. The preparation of such a plan helps with equal and effective distribution of lectures engaging all the faculty members actively in the teaching process. This helps in keeping the clarity of distribution of curriculum and timely completion of the course well before the start of the final examination at the end of the curriculum year. All the student members are encouraged to attend the seminars presented by the fellow student members to brush up their knowledge of the topics and to add the individual insights for enhancement of theoretical as well as the practical

knowledge of the topics covered. The projects, if any, are allotted after careful consideration of their qualifications, subject specializations, experience and performance.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0000	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	nil	Nil
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	nil	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

The college has a well organized feedback system to obtain feedback from all the stakeholders like students, teachers, parents and alumni. Feedback forms are available both online and offline for anyone who wishes to share his/ her feedback with the college. Feedback from the concerning stakeholders are the most significant indicators of the improvement of the academic environment of the college. The college then analyses the feedback from various stakeholders obtained from both online and offline means. The outcomes of the feedback analysis are then brought before the IQAC. The members of the IQAC discuss and finalize the due course of action for a particular academic year on the basis of the feedback received by the college. Areas in which the college has received negative or poor feedback are the main focus of the quality enhancement of the college. These areas are taken as challenges and careful and sustained efforts are initiated to improve upon the shortcomings.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Sociology	20	58	20
MA	Economics	20	9	9
MA	Political Science	20	76	20
MA	Hindi Literature	20	164	20
BCom	-----	90	136	90
BA	----	230	412	230
BSc	---	90	483	90

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1097	114	15	5	15

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	5	3	1	Nil	5

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

[View File of E-resources and techniques used](#)

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

Students are at the core of every academic and co-curricular activities of the college. Mentoring of students is done keeping in view the overall improvement of the persona of the student. Equal emphasis is given to the academic, social, cultural and sports related activities. The respective departments maintain the records of internal tests/class tests/surprise tests, attendance records, seminars etc related to the reviewing of the performance of the students. Teachers maintain interaction with students through individual meetings. The students of our college get excellent guidance in the sports activities. College NSS, Red Cross Units lead the way to inculcate social, cultural and moral values amongst the students. Parents are regularly informed about their ward's attendance and academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1211	15	1:81

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	15	4	Nil	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has taken initiatives to ensure continuous internal evaluation :Biennial internal examinations for the yearly courses are organized according to the academic calendar. Departmental seminars on subject topics in Post Graduate classes (semester system) are organized. • Multiple Choice Questions, Short answer questions, regular class tests, surprise tests are organized.

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

The college is affiliated to the Bilaspur University and hence the pattern prescribed by the University is strictly adhered to. The Department of Higher Education Chhattisgarh provides an academic calendar that specifies the date of commencement and end of the classes for each exam along with the government holidays.

2.6 – Student Performance and Learning Outcomes

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

https://gnkckota.ac.in/Uploads/Result%20Analysis%202016-17_2021044122432.pdf

2.6.2 – Pass percentage of students

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

2.7 – Student Satisfaction Survey

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

https://gnkckota.ac.in/Uploads/Student%20Satisfaction%20Survey%202016-17_2021034103649.docx

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	540	UGC	1	1
Minor Projects	540	UGC	0.85	0.75
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	Nil	NA	NA	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NA	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	00	Nil	00
No file uploaded.			

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

Department	Number of Publication
NIL	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	NA
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	5	33	3	1
View File				

3.4 – Extension Activities

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

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

[View File](#)

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
No file uploaded.			

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

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

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	00	NA	000
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	000
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
9.1	9.1

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Inflibnet	Partially	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Nil	Nil	Nil	Nil	Nil	Nil
Text Books	Nil	Nil	Nil	Nil	Nil	Nil
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	47	1	1	0	1	1	11	10	0
Added	0	0	0	0	0	0	0	0	0
Total	47	1	1	0	1	1	11	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
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No Data Entered/Not Applicable !!!

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

The college is endowed with excellent infrastructural facilities. Situated amongst the beautiful Maikal Range the college sits pretty in a sprawling 15-acre campus. College has an adequate infrastructure which consists of 14 classrooms, 5 laboratories, Computer Lab 1 Hall (open auditorium), girls common room, principal chamber, staff room, office, and library, cycle stand, 4 washrooms, water-coolers. Funds are generated for physical maintenance and utilization of infrastructure by self-financing, Janbhagidari Samiti, state government funds etc. Around 47 computers are available for use of student-faculty.. This is overseen by a designated teacher and a computer operator. A dedicated Librarian keeps checking on the upkeep of the library, assisted by a book lifter. The activities like the library neat and clean and free without insects are done frequently by library staff. A dedicated sports officer overlooks the maintenance of sports ground and related sports material and equipment. The college garden, cycle stand, washrooms are well managed and maintained by the local laborers paid by self-finance. The college administration formulates committees for physical maintenance and verification. Annual physical verification is taken up by such committees. The college adopts manual and computerized systems for recording and maintenance of records.

https://gnkckota.ac.in/Uploads/Achievements%20of%20The%20College%202016-17_2021285191509.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NIL	Nill	0
b) International	NIL	Nill	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	Nill	Nill	00
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed

2017	Career Guidance and Counseling	64	15	4	4
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nill	Nill	00	Nill	Nill
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	101	Graduation	Arts, Commerce Science	List attached	List Attached
View File					

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

Items	Number of students selected/ qualifying
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
Sports	College, intercollege, University Zonal	139
Cultural Activities	College, Block, District, University	106
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2017	NA	National	Nil	Nil	00	00
2017	NA	International	Nil	Nil	00	00
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student council comprises the elected members amongst the students of the college. The student council is constituted in accordance with the guidelines of the Department of Higher Education. The office bearers constituted as an elected body comprising President, Vice President, Secretary, Joint Secretary and Class representatives. Out of these posts one is reserved for girls as per the directions of the Department of Higher Education. The complete procedure is kept transparent. The entire activities have been performed under the supervision of Professor in-charge, as directed by the Principal. The constitution, functions and activities of the Student council is enshrined in the schedule of the college program /calendar. The departmental associations are formed in postgraduate departments which are constituted by merit / mass opinion, as per the norms of the department and their activities are conducted under the guidance of the Head of the department concerned. The members of the students council actively participate in the committees like NSS, Nature Club, SVEEP, Red Cross Society etc. The student council represents their active participation during the various meetings organized in the institution for academic and administrative purposes and they give their suggestions as well as their cooperation. Students' council ensures a disciplined atmosphere in the college. The Student Council organizes different cultural programmes to observe important days such as Teachers Day, Republic Day, Independence Day etc. Annual day is celebrated in the college by the Students council with gusto celebrating the cultural diversity of our indigenous culture : during the annual sports day various sports and games are also organized in the college along with the cultural events. Meritorious students and students who excel in cultural and sports activities are given prizes to encourage their talent Activity of student council and representation Enrolled students of our college contribute through their active participation in various committees. Their participation, suggestions, views and healthy representation in various academic, administrative and extracurricular activities through departmental Board of Studies, Internal Quality Assurance Cell, Amalgamated Fund committee, Sports committee, Cultural committee and other different committees along with various student unit like departmental association, NCC, NSS, YRC and student council help in proper execution and functioning of the committees. The College has an active Student Council which is constituted through direct election/as per guidelines provided by the department of Higher Education, Government of Chhattisgarh under the recommendation of Higher education of India / Lyngdoh Committee. Apart from the activities of the student council concerned to the college, the departmental associations have performed their activities as per the requirement of the department concerned. The students have active representation in the academic bodies of the institution. The Board of Studies of every department has a post graduate meritorious alumnus as student representative. The student representative contributes in the curriculum design and development. The feedback of the students is also considered while designing the curriculum. The Student Council draws up the program of activities to be undertaken by the council during the academic session and make necessary contributions towards the implementation

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

18

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Janbhagidari committee of the college is formed in accordance with the government guidelines. The committee members are representatives from all walks of the society, the committee also includes two alumni of the college. The committee actively participates in the all the major initiatives of the college, keeps a watchful eye on the various academic and non academic activities from time to time and it also offers suggestions for the proper utilization of the Janbhagidari fund of the college as the college requires the committee to approve the expenditure from the aforementioned fund. The IQAC functions as the monitoring agency for the various quality initiatives taken up by the college it also promotes participative management to achieve quality standards in academic and non academic activities . Out of various practices of decentralization and participative management notably two practices are - i. All Postgraduate departments have an organized departmental association consisting of selected / nominated students coordinated by a Prof. in charge under the supervision of HOD, performed various academic and administrative activities like conduction of seminar test under internal assessment, use and management of departmental library, management of laboratory equipment/items. ii. Cultural committee and is constituted in our college comprising the representative from all stakeholders performed various student centric academic and extracurricular activities coordinated by senior Professor under the supervision of the Principal.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	An orientation programme is conducted after the admission process for the first year of UG and PG students, so that they can understand the semester system, internal tests/assignment/seminar system and examination system. The details of the academic calendar showing the academic activities of the session are provided by the department of higher education

of state government/ university is displayed to the students through the notice board and also through the college website. The time-table of classes is prepared by the college committee and lesson plan in a subject/paper/unit is prepared by every faculty at the beginning of each session. The daily progress is also maintained in the form of a teaching diary and verified by the head of the department and then by the principal.

The teaching process comprises:

ClassRoom Learning, PowerPoint Presentation, Assignments, Seminars and Web based resources. A copy of the syllabus is maintained for students by each department. Outline of the course schedule and topics to be taught by the teacher, is provided to the student prior to the commencement of classes.

Students are evaluated regularly through internal tests, assignments and seminars. Learning is made more student-centric by encouraging them to prepare a detailed note/report on their seminar/ project topics and discuss their seminar topics/ project reports through power point presentation under the supervision of faculty members. Besides, workshops, group discussions, field study, participation in quiz, Poster and Model Presentation, participation in extension activities, etc are also included in the academic practices. The college has a rich, well equipped and automated library with INFLIBNET and internet facilities. Different departments have their own departmental libraries for PG students

Examination and Evaluation

Details of various courses, syllabus, examination pattern and examination process are provided to the students at the time of admission through admission brochure and respective departments.

The dates of internal exams, unit tests, assignments and seminars are declared well before through notice.

The dates of UG and PG yearly examinations are declared by the affiliating Bilaspur University at least one month before the commencement of the examination.

Research and Development

Faculty members are motivated for publishing their research work and participate in research seminars. Encouraging faculties to act

	as Ph. D supervisor.
Curriculum Development	Being a government college we have to follow the curriculum provided by the affiliating Bilaspur University. But the teachers of our college as members of Boards of studies in many subjects have their say in the curriculum development committee meetings.
Library, ICT and Physical Infrastructure / Instrumentation	The following initiatives have been taken up by the college for infrastructure development: 1.Construction of New Cycle Stand 2.Procurement of Computers for ICT Automation of the college 3.Construction of the entrance gate 4.Laboratory Automation 5.Renovation of the college building 6.Renovation of the College garden 7. Well equipped library with Infflibnet
Human Resource Management	Motivating and facilitating the faculty members to participate in refresher and orientation courses, conduction of short term computer program for non teaching staff, organization of workshop on different safety measures have been performed. Self appraisals of teachers through maintenance of academic dairy, establishment of grievance redressal cell, anti ragging committee, sexual harassment committee etc. are functional
Industry Interaction / Collaboration	Students have visited the local industries to prepare their assignment.
Admission of Students	Following the guidelines provided by the department of Higher education, Govt. of Chhattisgarh, the entire admission procedure is governed by admission committees, which are formed department wise for PG and subject group-wise for UG. Ph. D. program is being taken into process as per the meetings and decisions taken by the parent university as per UGC regulations. All reservation rules laid down by state government and Higher Education department are strictly followed

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

E-governance area	Details
Student Admission and Support	Disbursal of Scholarship and application for scholarship is done through a specific portal developed by the Govt. of Chhattisgarh. Admission of

[View File](#)

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Physical and Mental Health awareness Programme	15	27/08/2016	30/12/2016	120

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. General (Compulsory) General Provident fund, Family Benefit Fund, Group Insurance Gratuity 2. Allowances Dearness Allowance House Rent Allowance Washing Allowance (Only For Class IV) Cycle Allowance (Only For Class IV) Dress Allowance (Only For Class IV) City Compensation Allowance Medical Allowance (Only for Class III IV Optional) Accountancy Allowance (Only for Accountant) 3. Medical Medical Reimbursement 4. Leave Casual Leave (13 Days) Half Pay Leave on Medical Ground (20 Days) Earn Leave (10 Days per year) Leave not due Maternity Leave (6 Months) Paternity Leave (15 Days) Study Leave (2 Years) Teacher Fellowship (for Teaching Staff) Summer and Winter Vacation (for Teaching Staff) 5. Remuneration/Honorarium Examination remuneration	General (Compulsory) General Provident fund, Family Benefit Fund, Group Insurance Gratuity 2. Allowances Dearness Allowance House Rent Allowance Washing Allowance (Only For Class IV) Cycle Allowance (Only For Class IV) Dress Allowance (Only For Class IV) City Compensation Allowance Medical Allowance (Only for Class III IV Optional) Accountancy Allowance (Only for Accountant) 3. Medical Medical Reimbursement 4. Leave Casual Leave (13 Days) Half Pay Leave on Medical Ground (20 Days) Earn Leave (10 Days per year) Leave not due Maternity Leave (6 Months) Paternity Leave (15 Days) Study Leave (2 Years) Teacher Fellowship (for Teaching Staff) Summer and Winter Vacation (for Teaching Staff) 5. Remuneration/Honorarium Examination remuneration Allotment of Government	Scholarship: Ekikrit, BPL Scholarship Merit Scholarship, Divyang Scholarship, Revaluation system, Books for SC, ST

Quarter Loans and
Advances for Class III IV
Employees Compassionate
Appointment Pension
Family Pension

6.4 – Financial Management and Resource Mobilization

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

All financial transactions, purchases and expenditures are done by the Principal as per Govt. norms duly recommended by the Purchase Committee of the college and proposed by various departments. The effective and efficient use of financial resources is ensured through a proper system adopted by the college.

College gets funds from four different sources, such as University Grants Commission, State Govt. Higher education department, Janbhagidari samiti, funds generated through self financing courses. 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 appointed by the Principal. The External Audit is undertaken by AG and Govt. of Chhattisgarh auditors. Sometimes Chartered Accountants are also engaged to audit the accounts of the college, especially the accounts of grants provided by UGC/CG/COST/Self financing/Autonomy.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

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6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	IQAC
Administrative	No	NA	Yes	A specialized committee appointed by the Principal

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

1. Discussion of academic performance 2. student facilities and motivation 3. maintenance of infrastructure and lab facility

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

Family Tour and Gathering, Orientation, Physical and Mental Health Checkups

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

1. Academic audit has been initiated in the college. 2. Online learning programme for teaching and non-teaching staff. 3. Systematic and synchronized

feedback system has been initiated to obtain feedback from the stakeholders.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness Lecture on Beti Bachao Beti Padhao Programme	20/09/2016	20/09/2016	36	32
Awareness Lecture on Sukanya Samridhi Yojana	04/10/2016	04/10/2016	41	28
Health and Hygiene Programme	27/08/2016	30/12/2016	172	160
Rangoli, Painting, Competitions	16/12/2016	17/12/2016	8	1

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Awareness campaign for no use of single plastic. 2. Rain Water Harvesting system installed .

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
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	locational advantages and disadvantages	engage with and contribute to local community					and staff
2017	Nil	Nil	Nil	00	NA	NA	Nil
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Teaching Staff	01/07/2016	AS the college is a government institution we follow the rules and regulation applicable for the government employees of Govt. Of Chhattisgarh.
Non Teaching Staff	01/07/2016	AS the college is a government institution we follow the rules and regulation applicable for the government employees of Govt. Of Chhattisgarh
Students	01/07/2016	AS the college is a government institution we follow the rules and regulation applicable for the government employees of Govt. Of Chhattisgarh

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Orientation program through NSS, Tree Plantation Drive, Regular Campaigning Via Rallies, Slogan writing etc. Plastic removal Drive. Highlighting the importance of Water Conservation through posters. Talk on the importance of Sanitation. Green Audit.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<p>1. Regular Health Awareness Checkup Programme Context Health is a prime indicator of quality of life as we know that a healthy mind lives in a healthy body. At government level there are no schemes implemented to improve the health of youth in all sectors. Educational institutes can play a pivotal role in providing health education awareness and health checkup. Regular health checkup and awareness campaigns are one of the important activities of the college . The Red cross NSS organized health checkup camps in and off the campus every year. In this camp sugar level, blood pressure , blood group and HB has been conducted. This facility provided for the college students to monitor their health status. Health checkup of the rural population is an integral part of a 7 Days NSS camp in the village . Besides this, guest lectures by renowned medical personalities of the city, on various health</p>
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issues were organized. Such programs help the students to identify their health problems and make them aware of Health and Hygiene. Process It is almost customary for the Red Cross Society to organize a blood group test camp for the students of the college every year. Wherein the majority of the new students participate with gusto the event becomes all the more useful when it is followed by a formal address by the Block Medical Officer Dr. Samual and Assistant Medical Officer Dr. Amit Dubey on various relevant health issues for the students. This year the topics of discussion were "Balanced Diet", "Causes and Remedies of Anemia", "First Aid Training" and "Non Communicable and Communicable Diseases." Obstacles Students and villagers do not come forward for blood tests. They are also quite hesitant to discuss their health issues freely with medical personnel. It is not easy to organize frequent health checkups due to the tight examination schedule of the college.

2. PLANTATION AND IDENTIFICATION OF THE PLANTS OF THE MEDICINAL VALUE

Objective of the Practice To plant and identify plants of medicinal value around the vicinity of the college so that the vast resources of such plants are utilized for the well being of the community. The Context Sitting cosily amidst the scenic mountains belonging to Maikal ranges the college is the home of diverse flora and fauna. Because of sustained and systematic tree plantation drives since its inception the college is now the home of an amazing variety of medicinal plants like Ashwagandha, Giloy, Sarpagandha, Parijaat, Sahjan, Chiraita, Kaitha, Alovera, Pudina, Tulsi, Neem are a few to mention among more than 50 local and exotic varieties of medicinal plants in the college campus. These plants are sparingly used by the members of the college family and local populace alike for medical and nutritional purposes. The Practice: A specialized committee appointed by the principal of the college does the preliminary groundwork of the Green Audit under the supervision of the Department of Botany a team of teachers as well as students conduct a thorough survey of the area adjacent to the college for the plants of medicinal value. Identifying and labeling of the plants is done and plants that need proper attention are segregated. An awareness drive is organized to make students aware of the properties of such plants.

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

https://gnkckota.ac.in/Uploads/BEST%20PRACTICES%202016-17_2021285120308.pdf

7.3 – Institutional Distinctiveness

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

Institutional distinctiveness - The institute is situated in the remote scheduled area and caters to the educational needs of the backward and downtrodden sections of the society. More than 85 of our students belong to ST/SC/and other backward classes. The majority of the students come from the BPL section of the society yet our college is known for excellent annual results. More than 80 of our students were successful in last years university examinations. This is the outcome of the grit of our students as well as the innovative teaching methods used by our teachers. The intellectual output appears to be significant as most of our students are first generation learners.

Provide the weblink of the institution

<https://gnkckota.ac.in/>

8.Future Plans of Actions for Next Academic Year

The institute plans to perform the following action under academic /examination reform, infrastructural and other developmental initiatives - 1. Proposal for New Post Graduate Programme for arts, commerce and science faculties. 2. Special

focus on the physical and mental health of the students of the college. 3. The Efforts for collaboration and extension activities 4 Extension activities connecting the society NSS and Red Cross. 5 Beautification of the main college campus and the college garden. 6. Up-gradation and new designing of college website. 7. More focus and dedicated effort on gender sensitization and gender equity.