



# **SELF STUDY REPORT**

**FOR**

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

**GOVT. COLLEGE SARONA (SALHEBHATA)**

GOVERNMENT COLLEGE, SARONA,(SALHEBHATA), TEHSIL-NARHARPUR

494335

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

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**(Draft)**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Government College Sarona (Salhebhata), formerly known as Government College Sarona, was established on 19 August 2013 as a graduate college.

From 2013 to June 2017, the college was being run in Government Boys Higher Secondary School.

Presently 17 acres of government land and donated land are available with the college.

in college Classes are conducted in the Faculty of B.A. , Bsc (Bio) and Commerce. This college is affiliated to Shaheed Mahendra Karma University. This college is located in remote tribal area. About 70% of the students in this college are from Scheduled Castes and Scheduled Tribes and the number of girls in this college is about 60%, which is worth mentioning.

The academic staff in the college is 12, the official staff is 10. The college is surrounded by trees and plants from all sides. Library, reading room, sports facilities, free Wi-Fi are available for the students in the college. Sanitary pads machine has been installed in the toilet room for girl students for cleanliness. Resourceful Girls Common Room has been made available for the girl students.

About 80% of the students studying in the college come from agricultural, laborer and below poverty line families, for whose all-round development the college has always been ready.

The average result of the last 5 years of the college has been more than 79%, which makes the college proud. The college is always ready for the all round development of the students. The all-round development of the students is the aim of the college.

### **Vision**

To provide quality education to the tribal, rural and socially backward youths of the area to empower them to meet the new challenges of life.

### **Mission**

To impart quality education through value based teaching and learning by integrating traditional and innovative practices.

To equip students with the innovative skills to gain access to multiple career opportunities.

To create a platform for students in order to explore their creativity and nurturing the spirit of entrepreneurship.

To focus on the overall personality development of students through various curricular and extra-curricular activities.

To focus on women empowerment by gender sensitization.

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

### **Institutional Strength**

1. Conducive and helpful working environment and good coordination between the young enthusiastic teaching and non-teaching staff.
2. Govt. College Srona (Salhebhata) is situated in rural area of District Kanker. Majority of the Tribal and rural students are the strength of the institution, because they are truly honest towards institution.
3. The College campus is secure with CCTV cameras.
4. Emphasis on holistic development of students.
5. Community service as well as professional development of the students in the tribal-rural areas of the Chhattisgarh.
6. Wide coverage of students belonging tribal, rural and aspirational districts of Chhattisgarh.
7. Educational field and exposure visits for students to induce experiential learning.
8. Green and Eco-friendly college campus with a beautiful garden.

### **Institutional Weakness**

1. Minimum number of existing Regular and experience faculty members. . Need to recruit regular, full-time teaching and non-teaching staff in various departments of the college.
2. Need more practical and industrial exposure for faculty members.
3. Industrial consultancy has to be initiated.
4. Budget constraints for Infrastructures like road, outdoor playground, Library and building.
5. Limited and slow Internet Connectivity due to many reasons.
6. Up-gradation of Laboratories and Equipments is required.
7. Lake of proficiency in English language.

## **Institutional Opportunity**

- 1. Majority of the students are Tribes and belongs to rural areas, they have enough opportunity to work on their academic growth.**
2. Advantage of government support for public funded higher education.
3. Financial and other support from Government and Non-Government organizations for providing accessible quality education to the learners / students.
4. Scope for national academic collaborations and partnerships.
5. Rich biodiversity of flora and fauna.
6. Globally recognized tribal culture and heritage.
7. Local projects can be conduct based upon environmental issues.
8. Rural, agricultural and forest based new academic programs with modern technology (IT based Courses, forestry, sericulture) can be started.
9. Scope for more professional, multidisciplinary and skill development courses.

## **Institutional Challenge**

1. To meet the requirement of nurturing skilled human resources for the development of the Country.
2. Develop a modern educational campus with optimum facilities.
3. Bringing students into the main stream belonging to this tribal community of Bastar Region.
4. Recruiting experienced faculty in all the subjects.
5. Big challenges to mentor the students from local background up-to the expected standards.
6. To get funds for research, seminar/conference/workshop, etc. from various funding agencies to develop a research environment.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Government College Sarona is affiliated to Shaheed Mahendra Karma University Jagdalpur Bastar. The institute follows all the rules and regulations laid by the Government of Chhattisgarh and University. There are

three faculties in the college Arts, Science and Commerce. The time table of the college is prepared in accordance with the time-table issued by the Government and the University. Prior to the commencement of teaching the Principal addresses the newly admitted students in the “Induction Program”. In the beginning, a meeting is taken by the Principal to ensure that the time-table will be strictly followed. Internal Tests are given to the students twice in a year. A Model Test is held just prior to the Annual Examination to get the students familiar about the pattern of the examination held by the University.

Periodic meetings of IQAC are held regularly to monitor the progress of teaching. The Principal of the college is a member of the Board of Studies Committee framed by the University to update the syllabi of the concerned subject. Principal and the regular teachers of the college involve in setting question papers and evaluation of answer copies of not only the affiliating university but also of the other universities.

There are optional units in the syllabi of various subjects where students have the options to choose units as per their interests. Even at the time of admission in first year Students can choose any one group of three subjects in Arts stream as per their interest.

Shaheed Mahendra Karma University Bastar to which our college is affiliated, integrates cross-cutting issues of the society into the Curriculum. In the syllabi we have several chapters on Gender Equity, Environmental Awareness and Human Values. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses.

Students also undertake projects and field work in Environmental Studies, Botany, Zoology, Chemistry, Commerce, Economics, Sociology, Political Science and Geography.

At the end of every session feedback is collected from all the stakeholders of the college, viz. students, teachers and parents.

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

Admission is centralized and done on the merit basis. Admission Rule and Reservation Policy of the Government of Chhattisgarh is strictly followed. Seats are reserved as per the norms, viz. ST–32%, SC–12% and OBC (non-creamy layer) –14%. The college is situated in a remote and tribal area and striving hard for the upliftment of these students by means of curricular and extra-curricular activities in the college. For advanced and slow learners various academic activities such as Guest Lectures by Eminent Scholars, Group Discussion, Quiz, Seminars, Peer Teaching, and Participative Teaching are organized. The institute has more than 70% girl students in the college and the college is committed for the overall improvement of these girls. Every teacher delivers the course as per the lesson plan using ICT tools and innovative teaching-learning pedagogy. There is a Shikshak-Abhibhavak Yojana in the college. The teacher-student ratio is 49:01. There are 12 posts of Assistant Professor in the college. Only 02 posts are filled with regular faculties, rest of the posts are filled with the guest faculties. The recruitment of guest faculties is done as per the order of the Government of Chhattisgarh. 09 teachers are working as guest faculties against the posts of Assistant Professor. Out of 12 staff 01 is ph.d. holder. The continuous Evaluation system in the form of Internal Assessment i.e. Assignments, Internal Tests and Seminars is adopted. The mechanism of internal assessment is robust and transparent in terms of frequency and mode. Internal Assessment is conducted twice in a year to evaluate the academic progress of the students. Any grievance related to the internal assessment is put forth by the students, immediately resolved.

Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all Programmes are uploaded

on the website and evaluated.

Total number of final year students who passed the university examination during the year is 125.

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

The institution has a well-defined Policy for Promotion of Research and has a stated Code of Ethics to check malpractices and plagiarism in Research and both have been uploaded on the website of the college. Though the college doesn't have its Software to check the plagiarism but a Plagiarism Checker Software URKUND in the library of Shaheed Mahendra Karma Vishwavidyalaya, Jagdalpur, Bastar is available for teachers and scholars. As our college is a Under Graduate College, hence no department is recognized as a research center. The college has organized one online webinar on 16.04.2021

Teachers attend and present papers in various seminars, conferences and webinars. Students participate in various outreach programmes organized by the cadets of NSS to create awareness in the society. The institute promotes its teachers and students to carry out the extension activities in the neighbouring community and also sensitizes students to various social issues for their holistic development. Every year various activities are organized under the banner of NSS like cleanliness, blood donation camps, stage building and blotting pit making in the village, plantations etc. In all the activities students and staff participate voluntarily.

Not only students of NSS participate in the programmes with all enthusiasm but each and every students of the college volunteer themselves in the extension activities.

The college has signed MoU with 'JANVIGYAN KENDRA MUDPAR SARONA, (MADHYAPRADESH VIGYAN SABHA).'

### **Infrastructure and Learning Resources**

The college is spread over 17 acres. The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc. College premises is located at the outskirts of the town. It has lush green and eco-friendly campus which creates good learning environment. There are ten classrooms with optimum facilities. Out of 10 class rooms, 1 class rooms are fitted with LCD projector, there is an IT Lab with 08 computers with Wi-Fi connectivity, printers. 04 labs are there with adequate equipment. CCTV cameras are installed in the college. There is a garden of medicinal plants and one NADEP tank in the college.

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. It has adequate facilities for sports, games and cultural activities. Out side of the college campus we have fields for various outdoor games viz. Kabaddi, Javelin throw, disc throw, cricket, badminton, football, kho-kho and athletics. In indoor games we have facilities for chess, carom, and badminton. For cultural activities an open stage is available in the college campus. Various cultural activities are held here for the overall improvement of the students. The college has a central library. In the library we have more than 6000 reference and text books. Magazines are available for competition and current affairs for easy perusal of the students. The reading room is well furnished to accommodate students at a time

and provides conducive environment for study. IT lab is well-equipped with branded PC's adequately supported by 32 Mbps Wi-Fi facility to support students and faculties in their queries and to carry out their academic and other work. The entire campus is connected with Wi-Fi facility. Continue up-gradation of IT facility in the college campus is priority of the college. Initially we had 16 computers and the frequency of Wi-Fi was 32 Mbps but now we have 14 computers, 02 LCD projectors and the frequency of Wi-Fi is 32 Mbps.

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

### **Student Support and Progression**

Various Cells and Committees like Grievance Redressal Cell, Anti Ragging Committee, Disciplinary Committee, Shikshak Abhibhavak Samitee, Students' Union in the college to provide support to the students for their overall well being. SC, ST and OBC students are provided Government and Non-Government scholarships according to the State and Central norms. There are various capability enhancement and development schemes for the students in the college. Grievance Redressal Cell, Anti-Ragging Committee, Shikshak Abhivavak Yojna, Yoga Practice, representation and engagement in various administrative, co-curricular and extracurricular activities student council/ students' representation on various bodies as per established processes and norms. Students take part in sports activities very enthusiastically and win many prizes at the sector & University level. Student Union is constituted every year and Office Bearers are nominated either by election or merit. Student Council leads all extra-curricular activities in the college. NSS wing engages the students in the Community Development Activities which motivate them to involve in Social Services. Various competitions are held regularly under the banner of SVEEP. Students' Progression from UG to PG is very good. Though we don't have Post Graduate in our college but under graduate students pass out from this college usually prefer to do PG from nearby colleges. Alumni Association is registered here. Time to time meetings of Alumni is held in the college and obtains important suggestions from them for the development of the college.

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

The administration of the institute is in tune with the Vision and Mission of the college. The college has a strong tradition of the participative management. The Principal constitutes various committees with the help of office staff for the smooth functioning of the college. Every committee executes its responsibility with full determination and loyalty. Faculties are committed to the overall development of the college and leave no stone unturned to fulfill the task, given to them. They execute the task diligently and accurately. Recruitment and the promotion of the staff are done by the Government of Chhattisgarh. As per the norms of Government of Chhattisgarh, the institute has various welfare plans for the teaching and non-teaching staff of the college. Faculties are availing this scheme for their Medical and other problems. GIS is mandatory for all. Performance appraisal of teaching and non-teaching is done by the principal as per the norms set by the Department of Higher education and UGC based on CR/API. Internal Quality Assurance Cell (IQAC) has been contributing significantly to the quality assurance strategies and processes in college. Regular meeting of Internal Quality Assurance Cell (IQAC) is held. Auditing has been done by the Internal Auditing Committee of the college every year. E-mechanism is used in the field of Admission, finance and accounts. Teachers are allowed to participate in the Orientation and Refresher programme or any other seminar, conferences or Career Advancement Courses. Feedback collected from all the stakeholders' viz. Students, Parents, Teachers and Alumni at the end of every session. After collecting feedbacks from them, feedbacks are analyzed and action is

taken as per the analyses for the improvement. A Complaint Box has been kept in the premises of the college, where students can drop their complaints or suggestions, if any. Grievance Redressal Committee is in the college to resolve the problem and to follow the suggestions given by the students. Every student has a teacher as his or her guardian, for any problem or suggestion he or she can contact the teacher.

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

The institute knows its duty to work for the benefit of society. We organize gender equity programmes to sensitize students to this burning issue. As we have more than 60% students are girl students, we pay special attention to the safety and security of the girls. CCTV cameras are installed in every corner of the college for surveillance purpose. There is a separate Girl's Common Room with Sanitary Napkin Vending Machine and with a neat and clean toilet. There is a Grievance Redressal Committee to resolve all the matters related with the students especial attention is given to the girl students. LED bulbs are used to conserve the energy. The college has its own system to manage the solid waste in the college premises and to keep it garbage free. The college has its own water supply system. We have a NADEP tank in the college where all the litter and dry leaves are collected and recycled to make the organic compost. Quality audits on environment and Greenery are regularly undertaken by the institution. We have plain floor everywhere. The institute has an inclusive environment for all the stakeholders in the college. The college has a Code of Ethics for students as well as for the staff and everyone has to follow these ethics irrespective of their diversities. Various activities are held in the Institution to inculcate values in the students for being responsible citizens as reflected in the Constitution of India. National and International Days of importance are celebrated in the college with great enthusiasm and pomp and show.

Two best practices of the college are: -

1. Dhanwantari (sehat ki bagiya) – The college has a beautiful and green garden with more than 30 medicinal plants.
2. NADEP Tank: - A NADEP Tank is built in the campus of the college. Compost prepared in the tank is used in the garden.

College has an idol of Swami Vivekanand named “Statue of Knowledge” in the premises of the college exclusively made by the saved money of the students of Commerce.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. COLLEGE SARONA (SALHEBHATA)
Address	Government College, Sarona,(Salhebhata), Tehsil-Narharpur
City	Kanker
State	Chhattisgarh
Pin	494335
Website	<a href="http://www.gcsarona.in">www.gcsarona.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sarla Atram	07841-111111	8103524747	-	govtcollegesarona2013@gmail.com
IQAC / CIQA coordinator	Radhik Kumar Dhruw	07841-000000	7354483328	-	radhikdmt@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	19-08-2013

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

State	University name	Document
Chhattisgarh	Bastar Vishwavidyalaya	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC		
12B of UGC		

**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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Government College, Sarona,(Salhebhata), Tehsil-Narharpur	Tribal	17	15860.64

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Arts	36	HIGHER SECONDRY	English,Hindi	120	84
UG	BA,Arts	36	HIGHER SECONDRY	English,Hindi	150	102
UG	BSc,Science	36	HIGHER SECONDRY	English,Hindi	240	218
UG	BCom,Commerce	36	HIGHER SECONDRY	English,Hindi	270	92

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

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				12			
Recruited	0	0	0	0	0	0	0	0	2	0	0	2
Yet to Recruit	0				0				10			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				10			
Recruited	0	0	0	0	0	0	0	0	8	1	0	9
Yet to Recruit	0				0				1			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				7
Recruited	5	0	0	5
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	1	1	0	2
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				4
Recruited	3	0	0	3
Yet to Recruit				1
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**

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

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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	2	0	0	2
PG	0	0	0	0	0	0	6	1	0	7

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	8		1		9

**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	185	0	0	0	185
	Female	311	0	0	0	311
	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	6	5	5	5
	Female	3	4	7	10
	Others	0	0	0	0
ST	Male	76	65	78	73
	Female	97	110	134	155
	Others	0	0	0	0
OBC	Male	38	42	69	71
	Female	49	62	78	100
	Others	0	0	0	0
General	Male	4	3	1	2
	Female	0	0	3	3
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		273	291	375	419

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	Our institution is affiliated to Shaheed Mahendra Karma Vishwavidyalaya, Bastar, Jagdalpur and the programs offered by our institute are designed by the same university. We already have science, arts and
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	commerce faculties so we can easily adopt the multidisciplinary/interdisciplinary programs based on these faculties, if designed by the affiliating university.
2. Academic bank of credits (ABC):	Academic bank of credit system has better potential for our education system and it would definitely be adopted by our institute once implemented at the level of affiliating university.
3. Skill development:	Our institution belongs to the major tribal region of Chhattisgarh state. Kanker is famous for its local arts such as Wooden and Bamboo Works (Kashth Shilp), Paddy wall hanging arts, brooms and utensil from Chind leaves etc.. With the help of experts of these arts some value added courses can be started for skill development.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Sharing the knowledge and information of Indian history, culture and languages would be worthy. Our institution is ready to communicate the Indian culture and traditions in all the Indian languages dialects to our stakeholders.
5. Focus on Outcome based education (OBE):	We are already focused on outcome based education up to certain extent. Our students are realized about the overall learning outcomes with the help of assignments, seminars, projects, field works, academic tours etc. which ultimately leads to the achievement of respective program outcomes.
6. Distance education/online education:	We have exclusively implemented the online/distance education during lockdown period of Covid-19 pandemic. Our faculty members have proper practice of using the ICT based tools including online platforms such as Zoom, Webex, Google Meet etc. for teaching and learning process. We have a well equipped seminar hall in our institute. It is in the desirable practice of our faculty members to take ICT based classes with the help of PowerPoint presentations for better understanding of concepts to the students. Thus, our institute is ready enough for distance/online education.



## 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
96	96	96	93	93
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	04	03	03

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
496	419	375	291	273
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
459	459	459	459	315

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

### 2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
125	68	49	24	32

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

## 3 Teachers

### 3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	11	10	10

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

### 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	12	12	10	10

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

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 10**

**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
22.61538	29.46139	22.77925	33.49253	44.51672

**4.3**

**Number of Computers**

**Response: 14**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 08**

## 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:

Our college is affiliated to Shaheed Mahendra Karma Vishwavidyalaya, Bastar Jagdalpur. The syllabi of all the programmes taught in the college are prepared by the members of the Board of Studies of the University. A detailed time-table is drawn by the members of the Time-Table Committee, headed by a senior professor of the college. The time table of the college is prepared in accordance with the time-table issued by the University and the Higher Education Department of Govt. of Chhattisgarh. It consists of all the curricular and co-curricular activities to be held throughout the session. Time-table is displayed on the notice-board of the college and link of the syllabi of the University is given on the website of the college. At the very outset of each session a meeting of all the faculty members is called by the principal of the college to ensure an effective curriculum delivery and also that utmost care should be taken by the teachers to complete the course within time frame. A daily diary is maintained by all the teachers. The portion of the syllabus is divided month-wise on the first page of the daily diary to complete the prescribed portion of the syllabus accordingly. Along with the daily-diary, attendance registers are also maintained by the teachers to monitor the presence of students in the class. More than 75% attendance is compulsory to appear in the Annual Examinations. Tutorials/projects, class tests and internal assessments comprise the formal evaluative processes, but students are encouraged to meet faculty beyond classroom hours for doubt-clearing and curricular discussions. Prior to the University Annual Examination a Model Test is held to get the students familiar with the examination pattern of the University. Periodic meetings of IQAC are held regularly to monitor the progress of teaching. Every teacher delivers the course as per the lesson plan using ICT tools and innovative teaching-learning pedagogy. Prior to the commencement of teaching the Principal addresses the newly admitted students in the "Induction Program". This program orients the students about: facilities and welfare schemes available, code of conduct and discipline and about extra-curricular activities regularly held in the college. Periodical meetings of Head of the Departments are held with the Principal to take review and discuss the curriculum delivery. Some subjects like Commerce, Botany, Zoology, Geography, Economics organize study tours, excursions, field project and industrial visits for students' exposure to practical knowledge. The faculty members encourage the students to read the reference books and take use of e- resources to update and enhance their subject knowledge.

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

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

**Response:**

The institute is affiliated to Shaheed Karma Vishwavidyalaya Jagdalpur Bastar and being a government institute follows all the rules and regulation laid by the government. The college is strictly adheres to the Academic Calendar of the University issued by the Government of Chhattisgarh. All the curricular and co-curricular activities are organized as per the calendar. Periodic Internal Tests are held in the college for the academic evaluation of the students. At the very outset of every session admission is done according to the norms of the Govt. of Chhattisgarh. Merit List is prepared online by the University and given to the college for further action. Classes are held as per the time table prepared by the faculties of the college. Internal Unit Tests are held twice a year and prior to the Annual Examination a Model Test is held by the college to make the students aware of the Examination pattern. Co-curricular and Extra-curricular activities are organized time to time for the holistic development of the students. Before the impact of Covid-19 Students Elections were held either by voting or on the merit basis. Cultural activities and sports competitions were also organized before the crisis of Covid-19. In the second week of July month of every year plantations are done. NSS Camp is organized every year. Annual Examinations are held at the end of each session. In the year 2019-20 and 2020-21 examinations were held online due to corona pandemic.

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

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

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

**Response:** B. Any 3 of the above

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

## 1.2 Academic Flexibility

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

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

Response: 00

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

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

**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:**

Shaheed Mahendra Karma University Bastar to which our college is affiliated, integrates cross-cutting issues of the society into the Curriculum. In the syllabi we have several chapters on Gender Equity,

Environmental Awareness and Human Values. Students will be able to understand the importance of ethics and values in their personal, social & professional life after studying these courses. In UG First year's syllabus, there is a paper "Environmental Studies" in which students are taught about environment protection and awareness. Students have to prepare projects also in the same paper. The institute invites several scholars of different fields to share their views on moral and ethical values. College celebrates days of National and International importance as Republic day, Women's Day, Independence Day, Teacher's Day, Human Right Day, Gandhi Jayanti, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students. On these days different competitions like essay, speech, mono-acting, singing, painting etc. are held and students who get first, second and third positions are awarded by the Chief Guest at the Prize-Distribution Ceremony held every year in the college. These practices not only encourage them but also inculcate human and ethical values in them. NSS has continuously been functioning to inculcate professional as well as moral ethics in the students of the institute. NSS volunteers serve the society by different activities like celebrating various days of national and international importance. In this context, NSS unit is working not only in the college but also in the adopted village. NSS promotes environmental protection through planting trees. Every year in the month of July plantation of trees are done in large scale. Volunteers of NSS unit often donate blood and organize rallies to mark the importance of several important days. In addition to that several committees are formed by the Principal like Woman Empowerment Committee, Literary Committee, Cultural Committee, and Sports Committee and so on ensuring holistic development of the students. Women Empowerment Committee is very proactive in conducting various programmes related to women issues. Various activities like quiz and poster competitions, debate and essay competition, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns at the market place and college campus etc. Celebration of various days like World Environment Day, N.S.S. Day etc. The college has taken initiative in Swachh Bharat Abhiyan and Tree plantation programs which are introduced by the Indian Government. Various departments are also active in organizing several days of importance.

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

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

**Response:** 5.43

#### 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
8	8	8	1	1

<b>File Description</b>	<b>Document</b>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 37.5

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

Response: 186

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

## 1.4 Feedback System

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

**Response:** B. Any 3 of the above

<b>File Description</b>	<b>Document</b>
Any additional information (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

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

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

**Response:** A. Feedback collected, analysed and action taken and feedback available on website



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

NAAC

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

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

**Response:** 50.65

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

2020-21	2019-20	2018-19	2017-18	2016-17
496	419	375	291	273

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

2020-21	2019-20	2018-19	2017-18	2016-17
780	780	780	780	540

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

#### 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:** 85.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
488	414	371	288	269

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

## 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 college assesses the learning levels of the students at the time of admission on the basis of their 12th marks. The students, who secured very less marks or below 45% of marks are categorized as slow learners. They are given special treatment throughout the session viz. tutorials are arranged for them. Extra classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps to compete with the other students of their class. Though any student can approach his concern teacher for any kind of doubt but teachers devote more time for the slow learners. Advanced learners are told to take special classes for the slow learners. Peer teaching is also practiced in the college, where in a month two classes are taught by the students of that class where slow learners can clear their doubts without any hesitation. Group discussion is also performed in the college. Furthermore, the performance of the students in the periodic tests also helps in identifying their caliber and in preparing further strategies for them. In the beginning of every session an Induction Programme is held where newly admitted students are informed about the facilities available in the college. In the Induction Programme also the students are informed about the extra and special classes arranged for the slow learners. Motivational lectures are given in the Induction Programme to enhance the confidence level in weaker students. Several lectures on Personality Development and Life Skills are also organized by the college administration for such type of students. Apart from peer teaching and group-discussion, students can consult their seniors also in this regard.

Advanced learners are motivated by the Principal by giving them certificates and medals if gained positions at the University level. They are given reference books by the teachers. They are motivated to participate in extra-curricular activities of the college for their holistic development.

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

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

**Response:** 45:1

## 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:**

Experiential learning, participative learning and problem solving methodologies are well adopted to ensure the holistic development of students and facilitate life-long learning and knowledge management. In the college we have a perfect blending of traditional as well as modern methodologies of teaching and learning. Apart from traditional teaching-learning methods, the college uses different methodologies for enriching the learning experience. They are like organizing guest lectures, project-based methods, field-studies and experimental methods. To boost students' participation more and more teachers make the class interactive and use Audio-Visual methodologies as much as possible. Discussions and debates on contemporary issues are encouraged and students get an opportunity to express their views in addition to learning with traditional methodologies. Assignments are given to the students to show their talents individually. Students present seminars in front of the class and in this way able to get rid of the stage fear and develop oratory power as well. Students participation is there in different committees where students can express their views. Thus they play very important role in administration as well as these problem solving methodologies are student centric, representative, democratic and very effective to resolve the issues related to them.

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

#### **Response:**

Today to be techno-savvy is the need of the hour. Not only the students but also the teachers must be well-informed about or proficient in the use of modern technology, especially computers. All the teachers in our college use ICT enabled tools for effective teaching-learning process. The following ICT tools are used by the college teachers:-

1. Projector - 02 projectors
2. Desktop and Laptops- 09 in the ICT rooms.
3. Printers- 05
4. Photocopier machines - There are two photocopy machines available in the college.
5. Scanners- Multifunction printers are available at all prominent places.
6. Seminar Hall- One seminar hall is equipped with all digital facilities.
7. Use of ICT tools By Faculty- Online Classes through Google Meet/Zoom/Cisco-webex
  - A. Power Point Presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors.
  - B. Video Conferencing- Students are counseled with the help of Google meet/Zoom/Cisco-webex applications.

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

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

**Response:** 45:1

#### 2.3.3.1 Number of mentors

Response: 11

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

## 2.4 Teacher Profile and Quality

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

**Response:** 95

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** 9.45

#### 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
01	01	01	00	02

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

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

**Response:** 3.18

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

Response: 35

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

## 2.5 Evaluation Process and Reforms

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

**Response:**

The college is affiliated to Shaheed Mahendra Karma Vishwavidyalaya Bastar hence follows all the rules and regulations assigned by the University. In the very beginning of every year a time table is framed by the University for the successful execution of yearly academic and internal assesment related activities. The time-table is in accordance with the time-table issued by the department of Higher Education, Govt. of Chhattisgarh. Dates of Internal and External Examinations are given in the time-table. Prior to the Internal Assessment a meeting is called by the Principal to ensure smooth, transparent and safe conduction of Internal Assessments. Following decisions are taken in the meeting: -

1. To prepare the time-table for the internal assessments in accordance with the designated time period given by the University.
2. Publishing the time-table on the website and notice-board for the teachers and students.
3. Allocation of examination rooms and proper sitting arrangements.
4. Secure management of examination papers and availability of answer sheets.

The institute conducts internal assessments as per the time-table. The dates and schedule of internal assessment are displayed on the notice board of the college and also displayed on the website of the college. Notices are also circulated in the classes during the class hours well in advance. Question papers are prepared by the subject teachers. Question papers are prepared with reference to old question paper/question bank/book followed by faculty members. These question papers are kept in the Principal Chamber with utmost care. Class tests are conducted subject-wise. Annually four class tests are taken. After the tests, answer sheets are evaluated within ten days and shown to the students with required remarks. In case of any grivances related to results, students can verbally or in writing file a complain to

the concern teacher. Immediate resolution is done to satisfy the students. Class tests can be conducted again for those students who are absent in the tests due to some indispensable reasons. Seminars are presented by the students either through PPT presentation or orally. For assessment of laboratory course an internal practical and viva conducted by respective faculty member at the end of course.

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

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

#### Response:

The college follows a transparent, time-bound and efficient mechanism to deal with the grievances related with the internal examinations. Internal examinations are given in three forms viz. Class Unit Tests, Seminars and Practical Viva. Answer sheets are evaluated by the concerned teachers within ten days of the conduction of examinations and marks are shown to the students. If student has any grievances related to the marks given to him, then and there his grievance is resolved. In case, he is not satisfied with the resolution he may further go to the Principal of the college. Same procedure is applied for the evaluation of Projects/Seminars.

Any grievances related to question paper like out of syllabus, repeated questions, improper split of marks, marks missed, wrong question number during the internal exams are addressed to the exam superintendent. The matter is immediately forwarded to the related subject teacher. Decision or information after resolving the grievances/correction in question paper is intimated immediately to the students during the examination through the examination committee members.

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

#### Response:

The programmes offered by the Govt college are uploaded on institutional website. The college communicates the Programme and Course Outcomes to students, parents, teachers and different stakeholders. The Programme and the Course Outcomes are communicated to the students through the website and prospectus at the time of admission. Programme Specific and Course outcomes are displayed on website. Teachers also make the students aware of the specific areas of which they are going to gain knowledge. The teachers of every department instruct the student in the class room about programme and course outcome, what they are supposed to obtain. If any doubt still remains then it is clarified by teachers. The subject teachers communicate the students about the Course Outcomes and Program Outcomes in the

beginning of the session. Program syllabi are also available on the college website. As an example of the Programme Outcome of B.Com. is given below :-

1. This program could provide industries , banking Sectors ,insurance companies , Financing companies ,Transport Agencies , Warehousing etc. well trained professionals to meet the requirements.
2. After completing graduation, student can get skills regarding various aspects like marketing manager, selling manager , over all administration abilities of the company .
3. Capability of the student make decisions at personal & professional level will increase after completion of this course.
4. Students can independently start up their own Business .
5. Students can get through knowledge of finance and commerce.
6. The knowledge of different specialization in Accounting, costing, Banking and finance with the practical exposure helps the students to stand in organization

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>

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

#### Response:

The attainment of program outcome and course outcomes are continuously evaluated at various parameters. On the basis of results of internal and external examinations the course outcomes are directly evaluated. The results reflect the learning outcome of students and thus by analyzing the results, teachers identify the weaker and advance students and then treat them accordingly. The overall results indicates the program outcome in terms of knowledge. The attainment of course outcomes are also evaluated by seminars, assignments, projects, field works, etc. The POs are evaluated through employment as well. The college is continuously working to make the students aware about the scope of their programmes, recruitment procedures for different jobs and job openings at various places. The POs are also evaluated through up-gradation of students in higher studies. The teachers motivate the students to



move towards higher studies like postgraduate programme

and also motivate them to prepare for competitive examinations like,

NET, GATE, SET/SLET, UPSC, PSC, etc. Another parameter for evaluation of POs is social awareness.

One of the important objectives of all programmes is to develop our students as socially aware and

responsible citizens. Social awareness in the students is induced and evaluated by activities of NSS unit.

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

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

**Response:** 79.03

#### 2.6.3.1 Total 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
125	68	49	24	32

#### 2.6.3.2 Total 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
126	81	66	39	42

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

## 2.7 Student Satisfaction Survey

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

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

NAAC

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

##### 3.1.2.1 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
00	00	00	00	00

##### 3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	3	3

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years****Response:** 3**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
02	01	00	00	00

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

**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0**3.2.1.1 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
00	00	00	00	00

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

**3.2.2 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:** 0.09**3.2.2.1 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
00	00	00	00	01

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

### 3.3 Extension Activities

**3.3.1 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 institute promotes its teachers and students to carry out the extension activities in the neighbouring community and also sensitizes students to various social issues for their holistic development. Every year various activities are organized under the banner of NSS like cleanliness, blood donation camps, SVEEP Program, stage building and blotting pit making in the village, plantations etc. In all the activities students and staff participate voluntarily.

To spread awareness among students related to various social issues, awareness programmes are organized by the units of NSS.

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

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

**Response: 1**

**3.3.2.1 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
00	01	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

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

**Response:** 49

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	10	10	11	09

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 35.29

#### 3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
67	133	156	136	117

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

### 3.4 Collaboration

**3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**

**Response: 0**

**3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response: 2**

**3.4.2.1 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
01	01	00	00	00

**File Description**

**Document**

Upload any additional information

[View Document](#)

Institutional data in prescribed format(Data template)

[View Document](#)

## 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 has adequate physical facilities for teaching-learning activities. College premises is located at the outskirts of the town. It has lush green and eco-friendly campus which creates good learning environment. The infrastructure facilities are adequate according to the requirement of students. The college has following facilities for teaching-learning and equipment. Facilities for Teaching Learning Activities:

1. Approx. 17 acres green campus.
2. Garden with variety of trees and plants in surrounding.
3. Botanical garden for the students with varieties of medicinal and nutritional plants
3. 10 classrooms with optimum facilities.
4. An IT Lab with 08 computers with Wi-Fi connectivity, printers.
5. 04 labs with adequate equipment.
5. Principal Chamber with computer & internet connection.
6. IQAC Cell having computers with Wi-Fi facility.
7. Separate Common Room & wash rooms for girls.
8. Separate wash rooms for students and staff members.
9. Fire extinguisher.
10. Clean drinking water facility.
11. Suggestion Box/Complaint Boxes
12. Inverter/UPS facility for office.
14. Library having reference books and newspapers with reading rooms for students and staff.
14. First Aid Facility.
15. computers, internet, Printer-6, photocopy machine-2, projector – 02 etc.



16. Wi-Fi facility in office and library. Facilities for Extra-Curricular activities: 1. Separate office for NSS and required equipment.

17. CCTV

18. NADEP composting Tank.

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

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

##### Response:

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. Out side of the college campus we have fields for various outdoor games viz. Kabaddi, Javelin throw, disc throw, cricket, badminton, football, kho-kho and athletics. In indoor games we have facilities for chess, carom, and badminton. Students participate and win medals at the district and divisional levels. College administration also encourage the students by giving them prize at the Annual function.

For cultural activities an open stage is available in the college campus. Various cultural activities are held here for the overall improvement of the students.

#### 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: 20

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

Response: 2

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)****Response:** 11.36**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
2.49449	5.99340	1.49978	3.29716	3.99721

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The college has a central library. In the library we have more than 6500 reference and text books. Magazines are available for competition and current affairs for easy perusal of the students. The reading room is well furnished to accommodate students at a time and provides conducive environment for study. Exclusive reference section is available in the library. A visitor's book is maintained for students and staff. New arrivals of books, periodicals and magazines are displayed on separate stands and racks. Each student gets Security of resources is ensured through a system of checking at the exit point for all resources borrowed by the users. Visitors are also required to sign noting the time of entry and exit. Books issued student to manually and issued books maintained in a register.

**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:** E. None of the above

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

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

**Response:** 1.59

##### 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
2.5	1.94537	2	1	0.50

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

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

**Response:** 10.26

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

Response: 52

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

### 4.3 IT Infrastructure

#### 4.3.1 Institution frequently updates its IT facilities including Wi-Fi

**Response:**

IT lab is well-equipped with branded PC's adequately supported by 40 Mbps Wi-Fi facility to support students and faculties in their queries and to carry out their academic and other work. The entire campus is connected with Wi-Fi facility. The institute has total 14 computers, 02 LCD projectors and printers. IT department extends the complete support to the students. It is made available by setting and installing the Wi-Fi zones at various locations such as Reading halls, Department corridors and at the Green lawn area.

Staff and Students can access this facility on their Laptops by registering themselves.

Continuous up gradation of technology and the infrastructure is one of the quality policies of the institution. The institution provides IT enabled teaching-learning environment in the campus round the clock. Initially we had 8 computers and the frequency of Wi-Fi was 32 Mbps but now we have 14 computers, 02 LCD projectors and the frequency of Wi-Fi is 40 Mbps.

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

**Response:** 62:1

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

**Response:** A. 750 MBPS

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

### 4.4 Maintenance of Campus Infrastructure

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

**Response:** 3.65

##### 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
1.65	2.05561	0.31586	0.60366	0.34805

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

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

**Response:**

Laboratory, library, sports room, computers, classrooms etc. Maintenance of Library Facilities: The books

are maintained against disfiguring. Book binding is carried out on regular basis for damaged books to avoid further damage. Stock verification is done as a part of regular monitoring and control. Pest control is done on regular basis for maintaining books safe from termites. Library Committee has been constituted for co-ordination in respect of learning resources. A wright off committee is in the college to discard the torn books.

Computers: The institute has an adequate number of computers with internet connections and utility software. Regular updation of software and hardware is done periodically.

Classrooms, Conference Hall: Classrooms and Conference Room are provided with enough seating capacity. Cleanliness of class rooms, laboratories and Conference hall is maintained on regular basis. Working condition of audio system, LCD projectors etc. is done on regular basis.

Laboratory: Laboratories are regularly maintained by the Laboratory attendant. Records of equipments are maintained in Dead-stock Register (DSR) as per the process. Equipments are maintained properly, calibrated and serviced periodically. Major breakdown maintenance if required, is carried out by external agencies.

Maintenance of other support systems: Regular cleanliness of corridors, washrooms, classrooms, laboratories and premises is done. Sanitizing of washrooms is done on regular basis. Greenery is maintained. Clean and hygienic drinking water is available in the Institute. Water coolers are maintained and cleaned on regular basis. Overhead water tanks and water coolers are cleaned periodically. Sports facilities are maintained by the sports committee and sports in charge.

At the beginning of every session

1. Classroom facilities such as lights and fans, LCD projector and sound system, availability of internet connections are inspected.
2. Working condition of computers, devices, and equipments is ensured.
3. Stock checking activity is done at the end of each session.
4. Cleanliness committee of the institute inspects the facilities like toilets, classrooms, corridors.
5. Library committee ensures maintenance of the Library.

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

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

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

Response: 62.53

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

2020-21	2019-20	2018-19	2017-18	2016-17
260	288	244	175	181

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

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

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

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

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

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

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

**Response:** 0.19

##### 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
00	01	00	00	02

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

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

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

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

## 5.2 Student Progression

<b>5.2.1 Average percentage of placement of outgoing students during the last five years</b>				
<b>Response: 1.41</b>				
<b>5.2.1.1 Number of outgoing students placed year - wise during the last five years.</b>				
2020-21	2019-20	2018-19	2017-18	2016-17
01	00	00	00	02
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

<b>5.2.2 Average percentage of students progressing to higher education during the last five years</b>				
<b>Response: 16.8</b>				
<b>5.2.2.1 Number of outgoing student progressing to higher education.</b>				
<b>Response: 21</b>				
File Description	Document			
Institutional data in prescribed format	<a href="#">View Document</a>			

<b>5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)</b>				
<b>Response: 40</b>				
<b>5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years</b>				



2020-21	2019-20	2018-19	2017-18	2016-17
01	00	00	00	02

**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
01	00	00	00	02

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

### 5.3 Student Participation and Activities

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

Response: 1

**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
00	00	00	01	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

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

**Response:**

1. Student Representative Council –The active student council is formed every year after the notification of the Govt. of Chhattisgarh. The student council was formed by election during the year 2014, 2015, 2016, while in 2017 student council was formed by nomination in order of merit.
2. Students in Academic Bodies- Students nominated in different council such as ST/SC/OBC cell every year in the begning of the session.
3. Programmes Organized by Students- Students organized programs in the institutional level such as fresher party, farewell party, annual function, departmental council and departmental competitions and programs
4. Republic Day and Independence Day Parade
5. Study Tours- Studey tours organized every years by the department of Commerce i.e. Bhilai Steel Plant Bhilai, Vishakhapattanam (Andhra Pradesh), Legeslative of Chhattisgarh, Jagannathpuri and Konark Temple (Odisha)
6. Industry Visits and Exposure visit by Botany Students nearby flora and fonna
7. Students Seminar- Organized by all department by subject exjpers.

Other activities- Student council, Discipline council, Sports, NSS, Commerce Council, Botanical council

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

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

**Response:** 11.2

#### 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
03	13	13	11	16

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

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

**Response:**

There is an Alumni Association in the college. The registration of the association is under process. Generally we organize two meetings in a year. They impart various advises to the college administration for the development of the college.

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

### 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:**

The college is reflective and totally in term with the Vision and Mission of the institute. Our college is situated in a tribal and rural area where more than 70% students belong to the tribal community. 100% students are from rural area. Seven batches of students passed out from here completing their under Graduate and persuaded the Post Graduate courses. Some of them are doing their own business and agriculture. Some are in the Government and non-government jobs. Our college is imparting quality education through value based teaching and learning by integrating traditional and innovative practices. We organize several programmes in the form of lectures, Group-discussion and various extra-curricular activities, cultural and sports competitions in the college keeping in view the holistic development of the students. Various lectures and training programs are done in the college to enhance the creativity and rural-entrepreneurship skills in the students. In the college we have more than 60% girl students. The college organizes an Orientation Program at the outset of the session to make them aware of their powers and also give them information about the gender-sensitization. Girls are sent to the Self-Help group in the village to learn from them entrepreneurship and woman-empowerment.

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

**Response:**

Principal has all the power regarding administration in the college but by forming various committees the Principal has decentralized his power. Representations from teaching, non-teaching staff and students are there in the committees. Even in the Janbhagidari Committee there are members from out of the college. List of Various Committees for Decentralization and Participative Management-

1. IQAC
2. Anti Ragging Committee
3. Eco Club Committee (Green Audit)
4. Internal Audit Committee
5. Advisory Committee
6. Internal Examination Committee
7. Internal Grievance Committee

8. Library Committee
  9. Building Committee
  10. Discipline Committee
  11. Cleanliness Committee
  12. ST/SC Cell
  13. OBC Cell
  14. NSS
  15. Women Sexual Harassment Committee
  16. Janbhagidari Committee
  17. Staff Council
  18. Purchase Committee
  19. Student Union
  20. Sports Committee
- Association-
1. Alumni Association
  2. Commerce Association
  3. Botany Association
  4. Parents-Teacher Association

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

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The institute is Government body. Hence, all the rules and regulations laid by the Higher Education

Department of Government of Chhattisgarh are followed. We strictly follow the events as given in the Calendar issued by the University. Yet we have certain plans which are effectively deployed in the college.

The main strategic plan of the Institute

1. To applied latest methods in teaching learning like projector, ICT Tools etc.
2. Experiential students learning with study tours, Industry visits and research-based project
3. Conduct college level literary programs like seminar, webinar etc.
4. Make the college complete green and eco-friendly campus.
5. Inculcate responsibility among students by conducting community outreach activities.
6. Increase number of Students.
7. Separate departmental laboratory in practical subjects with all facilities of equipment
8. Increase the number of classrooms and other infrastructure.
9. Increase the equipment of the laboratories.

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

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

#### **Response:**

The Govt. college sarona (Salhebhata) is one of the govt. degree college functioning under administrative control of the commissioner of higher education Chhattisgarh state.

In our college there are 3 faculties viz... Arts, science, commerce, with a total number of 08 departments, Principal is administrative head of the college. For the administrative convenience principal has deputed a senior faculty member as head of the department.

There are various committees, constituted with staff to look after academic, administrative and financial responsibilities these committees provide inputs to the principal and will be instrumental in overall functioning of the college.

Our college is a government institution so all the service rules and promotional policies are done by the commissioner of higher education Chhattisgarh state. The recruitment is done by Chhattisgarh public service commission.

At the college level we have a Grievance Redressed cell where the problems and complaints of the student and entire college staff are taken seriously and directly solved as soon as it is possible in case the problems are not solved it is forwarded to higher authority.

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

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

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

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

As Govt. College Sarona (Salhebhata) is a Government institution: All the eligible staff members looking in the college are beneficiaries of various employee welfare schemes implemented by the Government of Chhattisgarh state.

\* Employee Health Scheme (EHS):- If is a comprehensive health coverage scheme provided to Chhattisgarh state employee. Under the scheme employee and their families are provided with free medical treatment in govt. authorities hospitals.

\* Medical Reimbursement scheme:- Medical Expenditure incurred by an employee covered under the scheme is reimbursed by the government based on the bills submitted the Principal forwards the bills to the district - level authorities duly enclosing the requisite document as per the procedure with request to reimburse the bills as per norms.

\* Leave: - Special casual leave, child care leaves and maternity and paternity leave provided to women and men employees as per the government rules. Principal is the sanctioning authority of the leave.

\* Pension: - Employees appointed before September 2004 are covered under defined pension scheme and these appointed after that are covered under contributory pension scheme.

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

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

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

Response: 0.6

#### 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
00	01	01	01	00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development



**Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 7.27**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
02	02	00	00	00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

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

At the end of every year all the regular faculty members and staff submit their confidential Reports Performa to the principal. After that principal evaluates the performance of the entire staff member's and given grading according to their work performance these evaluated confidential reports sent to the director of higher education CG for farther evaluation.The evaluation is categorized in good, very good, excellent and worst performance. The assessment of the teachers is also done by the feedback forms filled by all students. The feedback form has a well-defined set of questions that help the students to evaluate the teaching capacity, based on lecture understanding and define how far the teacher has succeeded in reaching out to the students. These details are accessible to the staff to help them judge their performance. The Principal understands the students' reflections and shares them collectively and individually with the staff. If there are any issues of concern, the faculty members are facilitated to overcome the lacunae without lowering their self-esteem. Whenever required, counseling is provided to staff to help them improve their professional capabilities.Apart from this head of the institution encourages and appreciates tips for their working capacity.

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

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

**Response:**

Govt. College Sarona (Salhebhata) is a state government institution and hence is bound to function according to established rules, regulations and procedures of state government. The College conducts internal and external financial audits regularly. It has a well-framed accounting and auditing system evolved over the years of experience. The accounts are maintained by the Accounts Section. The internal auditing committee monitors the expenses and checks the cash book throughout the year. Account section maintains Receipts & Payments, Cash Books, Ledger Books, Cheque Issue Register, DFC (Daily Fees Collection), Voucher and Bills.. The student tuition fees account, university fees account, Janbhagidari accounts are audited as per the government rules and by a chartered accountant. Thus extra efforts are put by the Principal on the account persons to keep cash books of every head ready and correct.

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

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

**Response:** 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

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

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

**Response:**

The govt. college Sarona (Salhbhata) is a government institution and there is a pre-defined purchase and procurement rule and regulation made by state government institution is bound to follow the purchasing guidelines given by higher education department of Chhattisgarh. The principal has all the drawing and dispersing power

1. Excellence grant Amalgamated fund: Fees collected from students as the amalgamated fund is

utilized in various student[1]centric activities like Sports activities, an annual gathering, magazines and periodicals in library, security measures in college, etc.

2. Departmental associations: Some Department of the college forms departmental associations to organize various academic, cultural, social and other activities. College gives financial support to departments for smooth conduction of programs and students also contribute to some extent.
3. Salary component: The government pays the salary of the faculties. Govt. of Chhattisgarh also gives an order every year to appoint the teachers against vacant posts at the beginning of the session on fixed wages. Sufficient funds are budgeted for effective teaching-learning practices such as organizing seminars for the faculty, departmental seminars guest lectures and training programmes. The College caters to the reserved category and financially weaker sections of students in terms of scholarships, which is given by Govt. of Chhattisgarh. We take care that these students get the scholarship in time. College spent part of student fees for providing good campus and basic amenities such as Drinking water, Garden, health check-up, etc The college has a big campus to maintain it, persons are appointed to clean the premises.
4. Social responsibility: Shaheed Mahendra Karma University Jagdalpur gives a grant to one unit of NSS operating in the college. It is utilized for various social activities especially in adopted villages during seven days camp.

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

## 6.5 Internal Quality Assurance System

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

#### Response:

We have an internal quality assured cell (IQAC) which has been established on 25/07/2016 IQAC focuses on the visions and missions of the institution and works sincerely to achieve the goals and also it inspires to provide a quality and need based education at low-cost to the student of the adjoining area.

The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in overall performance of the institutions.

The objectives of the IQAC are:-

- To ensure continuous improvement in the entire operations of the institution.
- To ensure stakeholders connected with education namely parents, teachers, staff, employers, society in general of its own quality and probity.
- To develop a quality system for conscious, consistent and programmed action to improve the academic and administrative performance of the institution.
- Review of the progress of the syllabi and planning additional classes if needed.

- Arranging extension lectures or quality assurance processes.

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

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

**Response:**

The college IQAC has a good mechanism to review the teaching learning processes and methodologies with objective to evaluate the quality of the process, indentify gaps and initiate appropriate steps to enhance and sustain quality in teaching, learning and evaluation process. The institute level mechanism includes:-

Systematized Student Feedback collection- The college has different committees for quality assurance like advisory committee, library committee, discipline committee, Internal examination committee etc. These committees work on the improvement of the academic atmosphere and the administration of the college. IQAC of institution has right to review the performances of different committees. During the last five years, Govt. College Sarona (Salhebhata) has made a consistent progress in all the following aspects-

- Admissions have increased consistently
- Faculty strength has increased
- College applied latest methods for teaching learning i.e. projector, ICT Tools etc.
- Students are learning by experiential methods like study tours, industry visits and research based projects
- Increased number of college level programs like seminar, webinar etc.
- Making the college complete eco-friendly campus.
- Inculcate responsibility among students by conducting community outreach activities.
- We have initiated to establish separate departmental laboratory with all facilities of equipments.

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

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

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**

- 2. Collaborative quality initiatives with other institution(s)**
- 3. Participation in NIRF**
- 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

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

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

NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

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

**Response:**

The need to have a safe space for all the stakeholders in the college is the primary aim of the college especially for the girl students. The college has more than 60% girl students. The college focuses to ensure a secured and healthy environment for them. The college has installed CCTV camera in each and every corner for surveillance. There is a separate girl's Common Room with separate washroom facility, where students spend their leisure hours. Students use this room for completing their notes and discussions with each other. Students use it for their small celebrations. There is a Sanitary Napkin Vending Machine in the Common Room. Time to time the college organizes several lectures on woman empowerment. At the outset of every session principal madam takes special Induction Programme exclusively for the girls to make them aware of gender sensitization and also instructs them to report immediately if any misconduct happens with them. A Woman Empowerment Cell has been formed in the college to look after all the matters related with them. A Grievance Redressal Cell is also in the college to resolve the matter related to gender sensitization

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

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

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

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

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

**7.1.3 Describe the facilities in the Institution for the management of the following types of**

**degradable and non-degradable waste (within 500 words)**

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

**Response:**

**Solid waste management – The college has its own system to manage the solid waste in the college premises and to keep it garbage free. Paper waste like used drawing sheets; projects submitted by the students, unused apparatus, damaged furniture, etc. are disposed of through the write-off committee of the college, working as per the norms of the Chhattisgarh government. The sweeper, recruited in the college collect and segregate the solid waste in dustbins . Then this garbage is taken to the dumping yard authorized by the local body. We dump green waste produced in our gardens in the NADEP tank and recycle it into manure this manure is used in gardens within the premises. Every day all the academic buildings and other surrounding areas on the campus are cleaned by the sweepers and students and staff are strictly instructed to keep the campus neat and clean. By the maximum usage of computers, we reduce the use of paper.**

**The college has its own water supply system. We have one bore well on the campus and collect the water to the overhead tank for supply in each wing. We filled our overhead tank in a scheduled time and take care of reducing wastage of water.**

**• Waste recycling system – We have a NADEP tank in the college where all the litter and dry leaves are collected and recycled to make the organic compost.**

**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: D.1 of the above**

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

#### 7.1.5 Green campus initiatives include:

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

Response: D. 1 of the above

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

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

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

Response: A. Any 4 or all of the above

File Description	Document
Certification by the auditing agency	<a href="#">View Document</a>

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

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

Response: E. None of the above

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



**Response:**

The college has an inclusive environment for everyone in the college.

Various sports and cultural activities are held to spread harmony among the students. In the very beginning of each session senior students hail new comers by giving them welcome party. In the same pattern at the end of every session juniors bid farewell to the outgoing students. This practices inculcate the sense of brotherhood in the students. The college has a Code of Ethics for students as well as for the staff and everyone has to follow these ethics irrespective of their diversities. Students of the college often donate blood in the hospital and if there is a need they donate blood without asking the patient's caste and religion. Various activities are done by the staff and the students without considering anyone's racial or cultural background.

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

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

**Response:**

The college is not only upgrading the students in terms of academic achievements but also is working upon to inculcate in them a feeling of oneness through various programmes. All the days of national importance are celebrated in the college with great enthusiasm. Different competitions are held on these days like essay, debate, speech, rangoli competitions and so on. Rallies are also held by the cadets of NSS.

List of various activities in the college for inculcating values for being responsible citizens as reflected in the Constitution of India.

S.No.	S.No. YEAR WISE	YEAR	NAME OF ACTI
1	1	2016-2017	Yoga Diwas
2	2	2016-2017	Hindi Day
3	3	2016-2017	Ozone Day
4	4	2016-2017	"Swachhata Competition
5	5	2016-2017	Word Girl Child
6	6	2016-2017	Constitution Day

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7	7	2016-2017	Word AIDS Day
8	8	2016-2017	Word Human Rig
9	9	2016-2017	Rangoli Compitit
10	10	2016-2017	Essay Compititio
11	11	2016-2017	Sweep Program
12	12	2016-2017	Tree Planting
13	13	2016-2017	Campain for C "Nukkad Natak"
14	14	2016-2017	NSS Camp
15	15	2016-2017	Yuva Diwas
16	16	2016-2017	Annual Sports Da
17	1	2017-2018	Yoga Shivir
18	2	2017-2018	Word Conservation Day
19	3	2017-2018	Hindi Day
20	4	2017-2018	Ozone Day
21	5	2017-2018	Pt. Deendayal Quiz Competition
22	6	2017-2018	Constitution Day
23	7	2017-2018	Word AIDS Day
24	8	2017-2018	Word Human Rig
25	9	2017-2018	"Kaumi Ekata Di
26	10	2017-2018	NSS Camp
27	11	2017-2018	Annual Function
28	1	2018-2019	Yoga Diwas
29	2	2018-2019	Ozone Day
30	3	2018-2019	Word Girl Child
31	4	2018-2019	Constitution Day
32	5	2018-2019	Word AIDS Day
33	6	2018-2019	Word Human Rig
34	7	2018-2019	Deabte and Essa in our College
35	8	2018-2019	NSS Camp
36	9	2018-2019	Sweep Program
37	10	2018-2019	"Rashtiy Ekata and Painting Con
38	11	2018-2019	Road Safety weel
39	12	2018-2019	Voolyboll ; Badn
40	13	2018-2019	Annual Function
41	1	2019-2020	Yoga Diwas
42	2	2019-2020	Ozone Day
43	3	2019-2020	Word Girl Child
44	4	2019-2020	Essay Writing Co
45	5	2019-2020	Constitution Day
46	6	2019-2020	Word AIDS Day
47	7	2019-2020	Word Human Rig
48	8	2019-2020	NSS Camp
49	9	2019-2020	Yog Shivir

50	10	2019-2020	Sweep Program
51	11	2019-2020	"Utho Jago Yuva
52	12	2019-2020	College lev Competitions Fo Teams
53	13	2019-2020	Annual Sports Da
54	14	2019-2020	Annual Function
55	1	2020-2021	Human Day
56	2	2020-2021	Tree Planting
57	3	2020-2021	Webinar Program

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

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

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

**Response:** A. All 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.	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

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

**Response:**

Our Institution celebrates all days of national and international importance including commemorative days, events and festivals. The event is followed either by lecture, rally, oath or the competitions like essays writing, slogan writing, poster presentation and rangoli etc.

National Days – 01. 12th January Birth anniversary of Swami Vivekananda

02. 23rd January – Neta Subhaschand Bose Jayanti
  03. 24th January – National Girl Child Day
  04. 25th January National Voter's Day
  05. 26th January Republic Day of India
  06. 15th August Independence Day of India
  07. 5th September Birth Anniversary of Dr. Sarvapalli Radhakrishnan celebrated as Teacher's Day
  08. 14th September Hindi Divas
  09. 02nd October – Gandhi Jayanti
  10. 31st October National Unity Day
  11. 26th November Indian Constitution Day
  12. 10th December – Human Right's Day
- International Days –
1. International Women's Day – 08th March
  2. World Environment Day – 05th June
  3. International Yoga Day – 21st June
  4. World AIDS Day – 01st December
  5. Human Rights Day – 10th December

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

## 7.2 Best Practices

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

**Response:**

**1. Title of the Practice – Dhanwantari (Medicinal Garden)**

2. Objectives of the Practice – Bastar region is full of forest. Plants having medicinal and nutritional values are found here. We have in our college a beautiful and well maintained garden particularly with medicinal and nutritional values. Main objective of developing the garden is to make the students aware of these plants and also their medicinal and economic values, which is good for health. The aim of cultivating these plants is to preserve the extinction of some rare species. This will also be helpful to students in the future for their socio-economic growth. It is also helpful in keeping the college environment green and clean.

3. The Context –Ayurveda is the most ancient yet living, widely accepted and flourished indigenous tradition of India. Due to the modern way of life the number of deceases has increased among the people and allopathic treatment causes many side effects but our traditional Ayurvedic practice has no side effects. In the modern scenario when everyone wants to get the result quickly, it is very difficult to make the students prepare to take interest in growing a medicinal garden in the college campus and also make them realize that these medicinal plants are at the core of all medicines. Therefore there is a greater need today to popularise this system of medicine among the students. Following medicinal plants are used for treating the common deceases like diabetes, burns, ashthama, cough etc.

Sn No.	Botanical Name of the Plant	Vernacular Name of the Plant	Medicinal uses
1	Aegle marmelos	Bel	Abdominal pain, indigestion
2	Andrographis peniculata	Bhui Leem	Malaria
3	Ziziphus jujube	Ber	Body ache
4	Ocimum sanctum	Tulasi	Body ache
5	Aloe vera	Ghrit Kumari	Cuts & wounds, Eye problem
6	Asparagus racemosus	Shatawari	Lactation, Epilepsy
7	Emblica officinalis	Amla	Head-ache, Teethache
8	Gloriosa superba	Kalihari	Easy Delivery, Joint pain
9	Tinospora cordifolia	Giloy	Fever, Diabetes
10	Adhatoda zeylanica	Adusa	Joint Pain, Cough and Cold
11	Azadirchta indica	Leem	Teethache, Cough and Cold
12	Vitex nigundo	Nirgundi	Joint pain, Bone Fracture
13	Hibiscus rosa sinensis	Gudhal	Irregular Menstruation
14	Cymbopogon citratus	Lemmmon grass	Herbal Tea
15	Elettaria cardamomum	Elaychi	Cough, fever
16	Nyctanthes arbor-tristis	Parijat	Bone Fracture, joint pain
17	Pongamia pinnata	Karanji	Cut and wounds
18	Butea monosperma	Palas	Dysentery color making
19	Madhuca longifolia	Mahua	Eczema
20	Costus speciosus	Keokand	Lactation, Weakness

Our college has the privilege of maintaining a Medicinal Garden in the college named “Dhanwantari”. It is a well-known fact that the Traditional System of medicines always played

important role in meeting the global health care needs. There are many plants having medicinal value. Diverse and rich streams of healing traditions are integral part of India's health care system. To make the students of the college aware about our tradition of Ayurveda is the main aim behind growing this medicinal garden and moreover, to preserve these medicinal plants which grow mostly wild, in our surrounding and whose properties are beneficial in maintaining a balance between man and nature. This garden serves as an important tool for teaching and research, to preserve and promote the medicinal values of the plants for the students of Science stream especially of Botany but the students of Arts and Commerce also gain knowledge by visiting this garden. For the economic well-being of students, the cultivation, harvesting, processing, utilization, and marketing of medicinal plants make valuable contributions.

Still we don't have much understanding about the medicinal plants. We don't have specifically any course related to these medicines. Only superficial knowledge like name, species, advantages and disadvantages of these plants can be explained to the students. Confidence in the Allopathic treatment of any disease is deeply rooted in students and it's very hard to make them believe that these plants are more effective and useful for our health.

**5. Evidence of Success Provide evidence of success such as performance against targets and benchmarks, review/results.**

At the very outset our "Dhanwantari" Medicinal Garden is a center of attraction not only for the students of the college but also for the passers-by. Students show ample of interest in the garden and voluntarily work in the garden and this garden is grown by them under the guidance of their teachers in the college. Initially we had only five plants in the garden but now we have more than fifty species of medicinal plants, some of them are very rare. Students are now aware of the economic importance of these plants and showing their interest to cultivate and preserve them for business purpose. Students are also encouraged to cultivate these plants at their backyards Students are now taking interest in the rich and healthy tradition of India. Students have also started to use the medicinal plants for their common health complaints and reported very positive outcomes.

**6. Problems Encountered and Resources Required Please identify the problems encountered and resources required to implement the practice**

We have a very big space for growing medicinal garden. Still we can expand the area by cultivating more plants here. This garden has been grown specifically by the effort of students but creating awareness about these plants among the students is a little bit difficult task because liking for the allopathic treatment is so deeply rooted in them. The low level of water is also a big challenge to maintain this garden.

**Format for Presentation of Best Practices (2)**

**1. Title of the Practice – NADEP Tank**

**2. Objectives of the Practice – NADEP is a method of making compost. Main objective of the use of**

compost is to reduce the need for mineral fertilizer and reducing the harmful effect of chemicals. As prepared in the college campus, the outside dependency of the college for compost is ended. This compost never affects the fertilization capacity of soil, hence works as soil amendment. NADEP is the best method for waste management.

**3. The Context - NADEP composting is a natural process by which biomass wastes, soil wastes and animal wastes are biologically degraded and decomposed into an organic - compost. It was first invented by a farmer named Narayan Deotao Pandharipande (also popularly known as "Nadepkaka") living in Maharashtra (India). NADEP method uses a permanently built tank of mud or clay bricks, or cement blockettes. This is good where moisture is limiting, and is the best way to make compost after the rains have finished and during the dry season. Solid and liquid management has always been a big challenge for any institution especially in colleges and schools. NADEP is a very good and effective method not only in managing the waste materials but also in keeping the campus neat, clean and hygienic. We have a very beautiful and green medicinal garden in the campus. The compost prepared in the NADEP is used in the garden to increase the fertility of the soil without any chemical fertilizers.**

**4. The Practice – NADEP is in itself a unique method for making compost. Chemical fertilizers have many harmful effects on human beings, soil and crops. They deplete the fertility of soil and cause harmful effect on human body. Waste management is a big issue for any institution. Apart from educating the students and the staff to keep their surrounding neat and clean, management the waste products like dry leaves, weeds and everyday's litter in the college should also be taught in the colleges. Keeping in view this fact, the college has built a NADEP tank with the help of students. All the litters and residues of the garden is collected in this tank.**

NADEP tank has been filled in one or two days by the hard work of students under the guidance of their teachers. Before filling the tank, the following materials have been collected together:

- 1. Dry and green plants and grass.**
- 2. Cow dung.**
- 3. Dried soil that has been collected from cattle pens, cleaning drains, paths,**

The soil was sieved to remove old tins, plastic, glass, stones, etc.

- 4. Water in suitable amount.**

**5. Before starting to fill the tank, sides and floor of the tank were thoroughly wetted with slurry made from fresh cow dung mixed into water.**

NADEP tank is not only helpful in the management of waste but from the economic point of view also it is very important.

**5. Evidence of Success - Provide evidence of success such as performance against targets and benchmarks, review/results.**

NADEP tank is very much helpful in waste management. It is helpful in keeping the campus neat and clean too. It has totally been built by the students of the college. They have gained knowledge about the NADEP tank. A sense of self dependency has been developed in them. The compost, we get from this tank has increased the growth of plants. The college is not spending money on buying chemical fertilizers. Compost made in the NADEP tank is good for soil, it enhances the fertility of the soil.

**6. Problems Encountered and Resources Required Please identify the problems encountered and resources required to implement the practice**

There is no permanent human resource for this purpose. So that it is difficult to maintain the practice during holidays. Unavailability of enough funds is also an impediment to maintain and enhance the scale of this practice.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

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

**Response:**

The mission of our college is to work hard for the holistic development of the students. Since its inception, the college has been striving hard to accomplish it. Students of Commerce subject learn the importance of saving through their subject. Keeping in view this they start saving money by depositing any amount within their capacity in the department. At the end of the session, a meeting headed by the principal of the college along with the staff is held to decide what can be done with this amount for the benefit of the students. This year we have decided to install the statue of Swami Vivekanand in the campus of the college. Who believes in “Arise, awake, and stop not till the goal is reached” and we named the statue “The Statue of Knowledge”. The statue has become a center of attraction for all the students and visitors. Even the pedestal and surrounding of the statue has been built by the students especially by the commerce department. The college administration has also donated some amount for the completion of this work.



## 5. CONCLUSION

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### **Additional Information :**

Government College Sarona (Salhebhata), located in the far remote tribal area, formerly known as Government College Sarona, was established on 19th August 2013 as a Graduate College. From 2013 to June 2017, the college was being run in the building of Boys' Higher Secondary School. In the year 2018 it has been shifted to its new building. The college has the span of 17 acres land which is government and donated. It is affiliated to Shaheed Mahendra Karma Vishwavidyalaya, Jagdalpur, Bastar. Classes are conducted in the faculty of B.A., B.Sc. (Bio) and Commerce. About 70% of students in this college are of Scheduled Tribes and Caste and the number of girl students is about 60% which is worth mentioning.

The teaching staff is 12 and the non-teaching staff is 10. The college has a lush, green garden and the campus is surrounded by trees and plants from all sides. Library, Reading Room, Girls' Common Room, Sports facilities and free Wi-Fi are available in the college for the students. For the cleanliness and hygienic purpose a Sanitary Pad Vending Machine has been installed in the Girls' Common Room.

The college has continuously been striving hard for the holistic improvement of the students studying here by organizing different co-curricular activities. Most of the students belong to the agricultural and labourer background and below poverty line and the college's Mission is to connect them to the main line of the country.

Last five years result of the college is more than 79% and the students pass out from this college prefer to go for higher studies in nearby PG colleges.

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## **Concluding Remarks :**

Govt. College Sarona (Salhebhata) has been striving hard for the overall development of tribal and rural students hailing from very backward areas. It's a matter of pride for the college that more than 60% students are girls, which shows awareness about the Gender Equality because the college believes in the words of Michelle Obama that "When girls are educated, their countries become stronger and more prosperous." In spite of being in remote and tribal area, the college is successful in meeting the expectations of the society and always tries effectively to fulfill the Mission of the college.

The college has a well established building with very dutiful, sincere and educated teaching and non-teaching staff. Everyone is trying to inculcate the human values in the students apart from imparting education to them as students are the future of our nation.

Some noteworthy features of the college are Dhanwantari - Medicinal Garden, Statue of Knowledge- built exclusively by the students, NADEP Tank, Girls' Common Room, Banners and Posters of students displayed in the college of students excelled in various fields.

To sum up in the words of George Bernard Shaw

"Life isn't about finding yourself. Life is about creating yourself."