

# **The Annual Quality Assurance Report (AOAR) of the IOAC**

*(For Affiliated/Constituent Colleges)*

## **Kishori Mohan Tripathi Govt. Girls College, Raigarh ( C.G.) (AQAR 2017-18)**

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

### **Part – A**

#### **Data of the Institution**

*(data may be captured from IIQA)*

1. Name of the Institution : Kishori Mohan Tripathi Govt. Girls College , Raigarh

1. Name of the Head of the institution: Prof. K. C. Kachhwaha

- Designation: Principal (In charge)
- Does the institution function from own campus: YES
- Phone no./Alternate phone no.: 07762-223104
- Mobile no.: 9300975019
- Registered e-mail: kmtggc@gmail.com
- Alternate : [Email: kmtiqac@gmail.com](mailto:kmtiqac@gmail.com)

Address: Shyam Talkies Road, Raigarh (C.G) 496001

- City/Town : Raigarh
- State/UT : Chhattisgarh
- Pin Code : 496001

2. Institutional status:

- Affiliated / Constituent: Affiliated
-

- Type of Institution: Women
- Location : Rural/Semi-urban/Urban: Urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify) : UGC 2f and 12 (B)
- Name of the Affiliating University: Atal Bihar Vajpayee Vishwavidyalaya Bilaspur Chhattisgarh
- Name of the IQAC Co-ordinator : Dr Rakesh Tiwari
- Phone no. : 07762-223104
- Mobile: 9981122787
- IQAC e-mail address:kmtggc@gmail.com
- Alternate Email address: kmtiqac@gmail.com

**3. Website address:**

Web-link of the AQAR: (Previous Academic Year):

<https://kmtggc.org/wp-content/uploads/2020/05/AQAR-2016-17-final-converted-2.pdf>

**4. Whether Academic Calendar prepared during the year? Yes/No.**

, if yes, whether it is uploaded in the Institutional website: Yes

Weblink: <https://kmtggc.org/wp-content/uploads/2020/07/वार्षिक-कैलेण्डर-2015-16.pdf>

**5. Accreditation Details:**

Cycle	Grade	CGPA / Institutional Score	Year of Accreditation	Validity Period	
1 <sup>st</sup>	B+	77.00	2007	from:31/03/2007	to:31/03/2012
2 <sup>nd</sup>				from:	to:
3 <sup>rd</sup>				from:	to:
4 <sup>th</sup>				from:	to:
5 <sup>th</sup>				from:	to:

**6. Date of Establishment of IQAC:**

DD/MM/YYYY: 14/11/2017

**7. Internal Quality Assurance System**

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
➤ Three meetings of IQAC organized during the session	18/11/2017 , 05/01/2018, 18/06/2018	11 , 11 , 10
➤ One Day GST workshop	16/10/2017	62

➤ Youth Spark	22/12/2017	65
➤ Feedback obtained from stake holders	30/01/2018 to 5/02/2018	218
➤ Online admission at entry level	1/07/2017	547
➤ Nationwide Quiz sponsored by NCW on Women's Rights .	17/11/2017	112
➤ Satrkata Jagrukta Saptah	30/10/2017 to 4/11/2017	55
➤ Alumni meet	07/02/2018	38
➤ Participation in University level Yuwa Mahotsav	6/02/2018	21
➤ Sector Level Badminton	4/09/2017	5
➤ One Day Workshop For Commerce Students (SEBI) Expert	31/10/2017	46

**Note: Some Quality Assurance initiatives of the institution are:**

**(Indicative list)**

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

**8. Provide the list of funds by Central/ State Government-**

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE

of UGC etc.

Institution/ Department/Faculty	Scheme	Funding Agency	Year of award with Duration	Amount
Nil	Nil	Nil	Nil	Nil

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

\*upload latest notification of formation of IQAC

Weblink : (<https://kmtggc.org/composition-of-iqac> )

**10. No. of IQAC meetings held during the year: Three**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes

([https://kmtggc.org/wp-content/uploads/2020/05/10788\\_Minutes.pdf](https://kmtggc.org/wp-content/uploads/2020/05/10788_Minutes.pdf) )

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year? No**

If yes, mention the amount:

Year:

**12. Significant contributions made by IQAC during the current year (maximum five bullets)**

- Encouraging teachers for using ICT in Teaching and Participating in Seminars
  - Observing National Education Day : Speech on Prospects of Present Education
  - Creating and submitting of Email id by Students made compulsory
  - Observing important National & International Days to create awareness among Students
  - One day Training on Data Management : Google Drive and Digilocker
  - Mentor - Mentee scheme launched and displayed on Website
-

- Approaching district administration and higher education authorities for the possession of girls hostel constructed out of UGC and DMF
- Plans regarding extension of a canteen and its amenities

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

Plan of Action	Achievements/Outcomes
➤ Online Admission Process for Fair and transparent Admission	➤ To ensure fair admission at entry point
➤ Timely Circulation of academic Calendar	➤ To prepare and distribute papers among teachers
➤ Ensuring timely completion of syllabus and conduct of internal test	➤ Ensuring timely completion of syllabus and conduct of internal test
➤ Highlighting merit list in the college magazine and displaying on flex	➤ For instilling competitiveness among students
➤ Obtaining feedback from the stakeholders	➤ For quality management in teaching and office affairs
➤ Computer training for teaching and non teaching staff	➤ For better ICT use by teachers and office management
➤ Engaging NSS unit for better services to society	➤ Better exposure to the students and for imbibing the spirit and importance of labour
➤ Arranging GST awareness workshop for Teachers Students & Staff	➤ To Have knowledge of this new TAX pattern
➤ Procuring AC and refrigerator	➤ Adding amenities for better work environment.

14. Whether the AQAR was placed before statutory body? : Yes

Name of the Statutory body: Staff Council      Date of meeting(s):06/04/2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

**Yes/No: No**      Date:

16. Whether institutional data submitted to AISHE: Yes:

Year:2018      Date of submission:23/02/2018

17. Does the Institution have Management Information System?

**Yes**

If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)

The college adopts the information management system .Apart from the use of traditional notice boards displayed at various important locations in the campus for the display of important notices , the newly formed college website serves as a major information gateway for the various stakeholders . SMS E-Mails, & Other Social Media are also in use for dissemination of information or messages to it stakeholders. A whatsapp group has particularly been formed including teaching and non teaching staff strictly for transmitting official information and messages among the group members and the members to act accordingly. At times, information is also is circulated through newspapers to reach even to the stakeholders in the distant and remote rural areas.

## Part-B

<b>CRITERION I - CURRICULAR ASPECTS</b>						
<b>1.1 Curriculum Planning and Implementation</b>						
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words						
<ul style="list-style-type: none"> <li>➤ Our college follows the following mechanism for effective delivery of curriculum adhering strictly to the academic calendar issued by higher education department in the beginning of the session</li> <li>➤ In the beginning of the session papers are distributed among the teachers by the concerned HODs after proper planning and discussion among the faculty members</li> <li>➤ College time table is displayed at the notice board and is also held in the department or both for UG &amp; PG semester classes. Department – wise time table is also prepared and displayed.</li> <li>➤ Students are allowed to have books from main library as well as departmental library.</li> <li>➤ Teachers prepare teaching plan and maintain a daily diary making record of their every day teaching and this diary is duly signed by the HOD and the Principal by the fifth day of the next month.</li> <li>➤ Classes are conducted under the supervision of the college administration and shift in-charge.</li> <li>➤ For the effective delivery of curriculum different class room teaching methods are adopted as required for a particular subject, such as, blackboard and chalk method , use if ICT, chats and models, distribution of notes in PDF to the students</li> <li>➤ Students are encouraged to participate in group discussion organized during the class; PG Students are to present papers in Departmental seminars and to complete assignments. From this session onwards Project Work has been introduced in IV semester of M.Com providing exposure to the students in various fields.</li> <li>➤ Students are also required to complete project works in environmental studies paper in which they have to visit the actual site particularly rural to complete their project assignments.</li> <li>➤ Internal assessments both written and Viva are conducted on regular basis to accesses the growth and improvement of the students.</li> <li>➤ Weak students are traced out and t given special attention by the teachers of the concerned subjects.</li> <li>➤ College administration is watchful over the results, university results of every classes are analyzed and effective majors are adopted for further improvement.</li> <li>➤ Continuous assessment is made to measure assimilation on the part of the students about their subjects.</li> <li>➤ Students are also encouraged to view subject based videos available on various education platforms. The teachers also facilitate students providing them information about study materials available on internet for different subjects.</li> </ul>						
1.1.2 Certificate/ Diploma Courses introduced during the Academic year <b>Nil</b>						
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development		
Nil	Nil	Nil	Nil	Nil		
<b>1.2 Academic Flexibility</b>						
1.2.1 New programmes/courses introduced during the Academic year No.						
Programme with Code	Date of Introduction	Course with Code	Date of Introduction			
Nil	Nil	Nil	Nil			
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.						
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG	
Nil	Nil	Nil	Nil	nil	Nil	
Already adopted (mention the year)			Nil			
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year <b>No</b>						
		Certificate	Diploma Courses			
No of Students		0				
<b>1.3 Curriculum Enrichment</b>						
1.3.1 Value-added courses imparting transferable and life skills offered during the year						

Value added courses	Date of introduction	Number of students enrolled		
Nil	Nil	Nil		
<b>1.3.2 Field Projects / Internships under taken during the year</b>				
Project/Programme Title :		No. of students enrolled for Field Projects / Internships		
PGDCA		30		
Environmental Studies		251 (BA)		
Environmental Studies		186 (B.Com )		
<b>1.4 Feedback System</b>				
1.4.1 Whether structured feedback received from all the stakeholders. Yes				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes/ No :- Yes	Yes/ No :- Yes	Yes/ No :- No	Yes/ No :- Yes	Yes/ No :- Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
<p>The institution has a mechanism for obtaining feedback from various stakeholders. Students are our primary stakeholders . Every year feedback is obtained from 30 % out going students of final year UG and at PG level all the students of fourth Semester fill the feedback form . Our feedback form is designed to receive opinion on various aspects of the college which includes admission process , canteen facilities main and departmental library, administration and management , behavior and attitude of both teaching and non teaching staff. They also give us input on completion of syllabus and other campus amenities and shortcomings. Feedback is also sought from parents and alumni. Their suggestions and comments make us improve quantitatively and qualitatively. Teachers also give their feedback on various aspects of the college. The College Staff Council , AF and College Development Fund Committee also discuss various plans and proposals for improvement of the college they probe into the areas where improvements is required at priority level.</p>				
<b>CRITERION II -TEACHING-LEARNING AND EVALUATION</b>				
<b>2.1 Student Enrolment and Profile</b>				
<b>2.1. 1 Demand Ratio during the year</b>				
Name of the Programme	Number of seats available	Number of applications Received	Students Enrolled	
B.A	260	479	251	
M.A Hindi	60	74	40	
B.Com	200	277	186	
M.Com	60	74	40	
PGDCA	30	96	30	

<b>2.2 Catering to Student Diversity</b>					
<b>2.2.1. Student - Full time teacher ratio (current year data)</b>					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG Courses
2017-18	1306	166	10	Nil	6
<b>2.3 Teaching - Learning Process</b>					
<b>2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)</b>					
Number of teachers on roll	Number of teachers using ICT ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques Used
16	5	LCD projector , internet , Smart Boards , WIFI Lane, Laptop, Printers Scanner, Desktop Cell phones, etc.	1	1	Websites like Gyan gana , EPG pathsala , Youtube , NDL ,ETC
<b>2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)</b>					
<p>The institution have a formal monitoring system .A list of a mentor (Teachers) and mentee has been uploaded on the institutional website and displayed on college notice board in the beginning of the academic session .Students are briefed in the class room about the mentor mentee scheme of the college All students in the beginning of the session are instructed to have open access to their mentors for resolving any matter they face , be it , academic, official, financial and even domestic .Mentor- mentee maintain a mutual rapport among themselves . As a matter of fact the appointed mentor of a class performs the role of a guardian in keeping the morale of the students high so that they can perform better in academic as well as extracurricular activities of the college. They regularly visit the allotted class and inquirer about their well being and also provide them necessary counseling regarding their problems keeping mind their educational and socio economic background . Apart from that, teachers also guide them on gender sensitivity and social responsibilities This institution being a women college, various programs on gender awareness and awareness about the rights of women are organized with help of local authorities time to time.</p>					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
1472		16		1:92	

<b>2.4 Teacher Profile and Quality</b>				
<b>2.4.1 Number of full time teachers appointed during the year</b>				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	14	2	4teachers where employed on contract basis	8
<b>2.4.2 Honours and recognitions received by teachers</b> (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )				



<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
Nil	Nil	Nil	Nil

## 2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A 1 <sup>st</sup> year	001	2017-18	3/05/2018	7/07/2018
B.A 2 <sup>nd</sup> year	002	2017-18	3/05/2018	29/06/2018
B.A 3 <sup>rd</sup> year	003	2017-18	3/05/2018	29/06/2018
B.Com 1 <sup>st</sup> year	007	2017-18	28/04/2018	27/06/2018
B.Com 2 <sup>nd</sup> year	008	2017-18	28/04/2018	15/06/2018
B.Com 3 <sup>rd</sup> year	009	2017-18	28/04/2018	4/06/2018
M.A Hindi 1 <sup>st</sup> sem	411	2017-18	08/01/2018	16/05/2018
M.A Hindi 2 <sup>nd</sup> Sem	412	2017-18	27/06/2018	14/08/2018
M.A Hindi 3 <sup>rd</sup> Sem	413	2017-18	06/01/2018	08/05/2018
M.A Hindi 4 <sup>th</sup> Sem	414	2017-18	26/06/2018	14/08/2018
M.Com 1 <sup>st</sup> Sem	591	2017-18	12/01/2018	16/05/2018
M.Com 2 <sup>nd</sup> Sem	592	2017-18	27/06/2018	13/08/2018
M.Com 3 <sup>rd</sup> Sem	593	2017-18	10/01/2018	2/05/2018
M.Com 4 <sup>th</sup> Sem	594	2017-18	26/06/2018	13/08/2018
PGDCA	072	2017-18	6/04/2018	15/06/2018

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

Apart from traditional methods of evaluation of a student's performance, the teachers of the college employ other methods for evaluation. In the paper Environmental Studies, students are assessed through project work for 25 marks and theory for 75. PGDCA students are also required to submit project as part of their evaluation. Students of P G classes are required compulsorily to present papers in departmental seminars in which they learn the skills of expression, content development and how to write references. MCQ type questions, short answer questions debates and group discussion also form part of the internal evaluation process of the institution. Inclusion of internal marks into main exam has resulted in students taking internal exam seriously try to give their best.

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

The academic calendar for the colleges is prepared and circulated by the department of higher education Chhattisgarh every year. The same is distributed among the teachers and non teaching staff of the college at the beginning of the session for making planning for the classes by various department and distribution of papers to the teachers for their subjects. The calendar contains the number of teaching days and the schedule of internal exams , it also contains national , state level , local holidays and the list of vacationsThe

academic calendar also includes extracurricular activities like annual sports, constitution of students union and annual sports and cultural activities the institution follows the schedule of the academic calendar of the department at its best.

## 2.6 Student Performance and Learning Outcomes

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

<https://kmtggc.org/course-program-outcomes-and-program-specific-outcomes/>

2.6.2 Pass percentage of students

Program Code	Programme Name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
BA	Bachelor of Art	210	199	95
M.A Hindi	Master of Arts	34	32	94
B.Com	Bachelor of Commerce	168	163	97
M.Com	Master of Commerce	48	42	88
PGDCA	PGDCA	30	30	100

## 2.7 Student Satisfaction Survey : Not Done

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

## CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil	Nil	Nil	Nil
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				

### 3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year						
Title of the Innovation	Name of the Awardees	Awarding Agency	Date of Award	Category		
Nil	Nil	NiL	NIL	NIL		
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre		Name		Sponsored by		
NIL		NIL		NIL		
Name of the Start-up		Nature of Start-up		Date of commencement		
NL		NIL		NIL		
<b>3.3 Research Publications and Awards</b>						
3.3.1 Incentive to the teachers who receive recognition/awards				<b>NIL</b>		
State		National		International		
NIL		NIL		NIL		
3.3.2 Ph. Ds awarded during the year ( <i>applicable for PG College, Research Center</i> )						
Name of the Department			No. of Ph. Ds Awarded			
NIL			NIL			
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication		Average Impact Factor, if any		
Nati onal						
Inter natio nal	History	1		2.782		
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department			No. of publication			
Nil			Nil			
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Nil	Nil	Nil	Nil	Nil	Nil	Nil
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the pape	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the

R						publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	02	06	03	0
Presented papers	01	11	0	
Resource Persons			01	

### 3.4 Extension Activities

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

Title of the Activities	Organizing unit/ agency/ collaborating agency	Number of teachers co-ordinate such activities	Number of students participated in such activities
➤ Swakchhata pakhwada	NSS unit	5	52
➤ Plantation work	NSS Unit & Local Bodies	10	46
➤ Human Rights Day	Union/NSS	6	35
➤ Youth Spark : Khelega C.G Jitega C.G.	Sports Department /Students union	4	65
➤ Satarkata Jagrukta Saptah	NSS Unit	6	30
➤ SVEEP Program	NSS unit/Red Cross	4	42
➤ Ratriya Ekta Diwas	NSS Unit & Red Cross	10	36
➤ Beat the plastic pollution: World Env. Day	NSS/Red Cross	8	43
➤ Beti Bchao Beti Padhao Saptah	NSS/Women Cell	4	38
➤ Special Camp NSS	NSS Unit	2	50
➤ International Yoga Day	NSS/Red Cross/Sports	10	15

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Nil	Nil	Nil	Nil

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers <b>coordinated</b> such activities	Number of students participated in such activities
AIDS awareness	JSPL Raigarh	Awareness against AIDS	4	42
SVEEP	District Administration	Voters Awareness	3	44
Quiz	NCW Delhi	Awareness about Legal Rights of Women	6	112
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the Year				
Nature of Activity	Participant	Source of financial support	Duration	
Nil	Nil	Nil	Nil	
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration <b>(From-To)</b>	participant
Nil	Nil	Nil	Nil	Nil
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries,				

corporate houses etc. during the year						
Organisation	Date of MoU signed		Purpose and Activities		Number of students/teachers participated under MoUs	
Nil	Nil		Nil		Nil	
<b>CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
State Govt. – 1065000			432802			
AF – 681837			681837			
JB- 106600			106600			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			7.5 Acers			
Class rooms			6			
Laboratories			3			
Seminar Halls			0			
Classrooms with LCD facilities			0			
Classrooms with Wi-Fi/ LAN			6			
Seminar halls with ICT facilities			0			
Video Centre			0			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.			2			
Value of the equipment purchased during the year (Rs. in Lakhs)			1826268		182627	
Furniture (Computer Table )			06		30	
<b>4.2 Library as a Learning Resource</b>						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software		Nature of automation (fully or partially)		Version		Year of automation
Nil		Nil		Nil		Nil
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22691	4778423	480	136298	23171	4914721
Reference Books	1497	150800	0	0	1497	150800
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library automation	0	0	0	0	0	0
Weeding (Hard & Soft)	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

<b>4.3 IT Infrastructure</b>									
4.3.1 Technology Upgradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	25	15	20	4	1	3	2	10 mbps	5 Laptop
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	25	15	20	4	1	3	2	10 MBPS	5 laptop
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
10 MBPS..... MBPS /GBPS									
4.3.3 Facility for e-content									
Name of the e-content development facility						Provide the link of the videos and media centre and recording facility			
Nil						Nil			
4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc									
Name of the Teacher		Name of the module			Platform on which module is developed			Date of launching e - Content	
Nil		Nil			Nil			Nil	

<b>4.4 Maintenance of Campus Infrastructure</b>			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
AF - 176322	176322	505515	505515
State Govt. -261702	261702	425802	425802
JBS – Nil	00	158931	158931
Self Fin. – 46138	46138	Nil	00
Total- 484182	484182	1090248	1090248
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. ( <i>maximum 500 words</i> ) (information to be available in institutional Website, provide link) :-			
<p>The institution adopts a mechanism for maintenance and utilization of physical, academic and support facilities. There are three labs in the college for Home Science, geography and computer. The routine cleaning work in the labs and classrooms are done by the office sweeper and lab attendant appointed by the govt. For maintenance of the library, we have book lifter who maintains the proper sequence and subjects wise keeping of the books and works under the supervision of professor in charge, library The sports ground is maintained by daily wages employees and casual laborers as and when hired for maintenance of the campus. PWD and Municipal Corporation also provide support in maintaining cleanliness and hygiene in the campus. Extension of the facilities and equipment required for it is reported to the principal and the after verification, as the need be, procured through official process out of Govt. or non-govt. funds.</p>			
<a href="https://kmtggc.org/wp-content/uploads/2021/06/Maintenance-of-Support-Facilities-converted.pdf">https://kmtggc.org/wp-content/uploads/2021/06/Maintenance-of-Support-Facilities-converted.pdf</a>			

**CRITERION V - STUDENT SUPPORT AND PROGRESSION****5.1 Student Support****5.1.1 Scholarships and Financial Support**

	Name /Title of the Scheme	Number of students	Amount in Rupees
Financial support from institution	JBS fee exemption to disabled and BPL Students	5	1500
Financial support from other sources			
a) State	Post matric Scholarship For SC, ST & OBC	676	3212319
State	Book bank and stationery for SC ST Students	420	153200
b) National	Minorities Scholarship	7	42000
c) International			

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

Name of the capability enhancement scheme	Date of Implementation	Number of students Enrolled	Agencies involved
Maintaining and personal counseling (Mentors)	1 <sup>st</sup> july 2017	1472	College Teachers
Yoga ( international yoga day)	21 <sup>st</sup> june 2018	52	Gayatri Shakti Peeth Raigarh

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counseling activities	Number of students who have passed in the competitive exam	Number of students placed
2018	PSC / C.G Vypamg Guidance Program	45		----	-----

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

Total grievances received	No. of grievances redressed	Average number of days for grievance Redressal
Nil	NA	NA

**5.2 Student Progression****5.2.1 Details of campus placement during the year**

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participate D	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	Nil	Nil	Nil	Nil	Nil



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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017					
2018	32	BA	Arts	Kishori Mohan Tripathi Govt. Girls College, Raigarh	MA
	29	Bcom	Commerce	Kishori Mohan Tripathi Govt. Girls College, Raigarh	Mcom

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

Items	No. of Students selected/Qualifying	Registration number/roll number for the exam
NET	0	0
SET	1	250251045
SLET	Nil	Nil
GATE	Nil	Nil
GMAT	Nil	Nil
CAT	Nil	Nil



GRE	Nil	Nil
TOFEL	Nil	Nil
Civil Services	Nil	Nil
State Government Services	Nil	Nil
Any Other	Nil	Nil

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

Activity	level	Participants
➤ Welcome	Institutional	245
➤ farewell	Institutional	190
➤ Annual Cultural Program	Institutional	110
➤ Sector Level Badminton	Institutional	05
➤ Teachers Day Celebration	Institutional	58
➤ Annual Sports	Institutional	292
➤ Essay , Debate , Extempore , Quiz Computation	Institutional	92
➤ Rangoli , Kalpana , Painting , Mehendi , Cooking , Etc	Institutional	142
➤ Chattisgadhi Rajya Bhasa Diwas	Institutional	32
➤ Oath Taking On Human Rights Day	Institutional	56
➤ National Education Day	Institutional	53
➤ NSS Day	Institutional	48

### 5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID Number	Name of the Student
2017-18	Silver	National(Goa)	Taekwondo		BUB1734252	Bhavika Pandey
2017-18	Silver	International (Bangkok)	Taekwondo		BUB1734252	Bhavika Pandey

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

<p>The student union of the college has been formed by nomination on merit basis. It works for benefit of students and in the interest of the institution throughout the year. It works as a catalyst to organize the student for several activities within and out the campus.</p> <ul style="list-style-type: none"> <li>➤ Organizing welcome and farewell for the incoming and outgoing students.</li> <li>➤ Celebration of Teachers Day as a mark of their tribute to Dr. Radha Krishnan.</li> <li>➤ Motivating students to participate actively in annual youth festival and several games and sports activities organized at institution sector and university level.</li> <li>➤ Student union plays an important role in organizing the annual cultural program at the college.</li> <li>➤ The college union is also instrumental in organizing various important national and international days. Like world environment day, Mother Tongue, Hindi Diwas, Women's Day etc.</li> <li>➤ The student union also assists NSS Unit in taking of various programs like plantation, cleanliness drive , and other awareness activities.</li> <li>➤ The student union also functions as watchdog for the timely redressal of the grievances of the students.</li> <li>➤ Encouraging Students for participation in cultural activities and other extra- curricular activities.</li> <li>➤ Participating actively in various Activities Societies and eco clubs for environment consciousness.</li> <li>➤ Fully supporting and engaging students in keeping the campus plastic free.</li> </ul>
<p><b>5.3 Alumni Engagement</b></p>
<p>5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):</p>
<p>No</p> <p>Our college is the only girls college of this district empowering female folk through imparting them higher education. Right from its establishment in 1983, thousands of students have passed out from here and are serving at various positions. The alumni members are not simply professionally associated with the institution, but also maintain an emotional bond with their parent institution. The institution does not have a registered alumni association however an annual meeting of the alumni members hosted in the college where the members enrich the institution through their insight by giving valuable suggestion for the academic and administrative reforms in the college. They provide all around support to the institution.</p>
<p>5.3.2 No. of <del>registered</del> enrolled Alumni:</p>
<p>103</p>
<p>5.3.3 Alumni contribution during the year (in Rupees) :</p>
<p>Nil</p>
<p>5.3.4 Meetings/activities organized by Alumni Association :</p>
<p>One</p>
<p><b>CRITERION VI -GOVERNANCE, LEADERSHIP AND MANAGEMENT</b></p>
<p><b>6.1 Institutional Vision and Leadership</b></p>
<p>6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)</p>
<ul style="list-style-type: none"> <li>➤ At the very outset of the session several committees are formed by the principal in which the teachers, staff member and even students serve as members.</li> <li>➤ Professor in-charge for both morning and day shift of the college were appointed to monitor the teaching learning activities.</li> <li>➤ One teacher was detailed for the verification of cash book and service books of the employees.</li> <li>➤ Composition of purchase committee, sports committee and A F committee.</li> <li>➤ Students are also one of the stake holders of various committee.</li> </ul>
<p>6.1.2 Does the institution have a Management Information System (MIS)?</p> <p>Yes/No/Partial:</p>
<p>Yes</p> <p>Accounts section and office management is computerized</p> <ul style="list-style-type: none"> <li>➤ Online admission process has been adopted by the college for transparency and fairness at entry level.</li> <li>➤ All the important notices are displayed prominently on notice board .</li> <li>➤ SMS/whatsapp is also used for the dissemination of information among the staff and students.</li> <li>➤ Website of the college also serves as a major source of information for future stakeholders .</li> </ul>

## 6.2 Strategy Development and Deployment

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

❖ Curriculum Development :-

- Curriculum is designed by the BOS composed by the university. The teachers of the college participate in the meetings of BOS to develop the curriculum at UG/PG levels. In UG classes ,the unified syllabus is prepared by the central BOS committee. PG curriculum is designed by the different universities for the colleges affiliated to them. In Environmental Studies paper UG Level project assignment is given to the students. PG students are required to present papers in the seminars organized by the department for each paper.

❖ Teaching and Learning :-

- Apart from traditional methods of teaching, use of ICT is encouraged.
- Industrial and institutional visits are organized. The learning skills of students are enhanced through participation in seminar / Group Discussion/debates also.
- Free WIFI made available to the students, helps them enriching their knowledge through internet services, exploring various digital learning sites.
- JIO Company has also provided free internet data for the students and staff through its wifi services.

❖ Examination and Evaluation :-

In addition to the traditional mode of written examination, acquisition of the knowledge is also tested through debate, group discussion, and interaction between the teachers and students.

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- ❖ **Research and Development :-**
  - Faculty members are motivated for publication of research papers preferably in peer reviewed journals.
  - Teachers are also encouraged to present papers in national international seminars / workshops etc and also to act as resource persons whenever invited.
  - Students and faculty members are also pressed upon organizing seminars at department , institution , state and national levels.
  - Teachers with Ph.D are motivated to act as Ph.D guides.
  - They are also encouraged to publish books and write chapters in books applying for MRPs from UGC.

- ❖ **Library, ICT and Physical Infrastructure / Instrumentation :-**
    - Completion of construction work girls hostel of the institution out of UGC and district CSR fund.
    - Wifi facilities has been provisioned for use of students as e-learning resource .
    - Works of fabricating grills in the corridor for the safety purposes.
    - Procurement of smart notice board for the display of information of notice.
    - Free wifi data made available for students with JIO's courtesy.
-

❖	<b>Human Resource Management</b> <ul style="list-style-type: none"> <li>➤ Faculty members are motivated for Orientation / Refresher courses.</li> <li>➤ Maintaining anti ragging sexual harassment committees and grievance redressal cell</li> <li>➤ Inviting doctors of various field to guide staff and students on various clinical issue</li> <li>➤ Teachers self appraisal is maintained on the basis of their performance.</li> <li>➤ Reporting to the higher authority about the performance of the subordinating staff on annual basis.</li> <li>➤ Time to time teachers and staff are guided on use of computer and ICT.</li> </ul>
❖	<b>Industry Interaction / Collaboration</b> <ul style="list-style-type: none"> <li>➤ Few awareness programs particularly on AIDS organized in the collaboration with JSPL Raigarh.</li> <li>➤ MSP &amp; JSPL Raigarh Provide transportation facilities to girls for to and from journey to NSS annual camp sites.</li> <li>➤ JSPL Raigarh allows and provides transport facilities to the students for plant visit and for geographical excursion of the students.</li> </ul>
❖	<b>Admission of Students</b> <ul style="list-style-type: none"> <li>➤ Online Admission process at entry levels of UG and PG classes.</li> <li>➤ Online admission is transparent and on the basis of merit.</li> <li>➤ Observance of govt. rules of reservation policy.</li> <li>➤ Offline mode is adopted for the admission in non entry level.</li> </ul>
<b>6.2.2 : Implementation of e-governance in areas of operations:-</b>	
❖	<b>Planning and Development</b> <ul style="list-style-type: none"> <li>➤ Use of SMS and Whatsapp for dissemination of information.</li> <li>➤ Submission of demands and budget requirements.</li> <li>➤ E-payroll.</li> </ul>
❖	<b>Administration :-</b> <ul style="list-style-type: none"> <li>➤ Various information is made available on website.</li> <li>➤ Notices and other information's to staff members are transmitted through mail or whatsapp.</li> <li>➤ Several university information like result marks sheets Time table are made available online for the easy access of the students .</li> <li>➤ Online provision for migration and degree certificates.</li> </ul>
❖	<b>Finance and Accounts</b> <ul style="list-style-type: none"> <li>➤ Account section and office are computerized.</li> <li>➤ All govt. budgets including salary is received through online portals.</li> <li>➤ Salary slips and GPF deduction details are available on C.G Govt. portal.</li> </ul>
❖	<b>Student Admission and Support</b> <ul style="list-style-type: none"> <li>➤ Online admission system.</li> <li>➤ College Help Desk is available for any sort of inquires for the stake holders.</li> <li>➤ Students database system.</li> <li>➤ Syllabus and previous year question papers made available through university portal.</li> </ul>
❖	<b>Examination</b> <ul style="list-style-type: none"> <li>➤ Online registration and filling of exam forms through university portal.</li> <li>➤ Online availability of attendance sheet / absent report through university portal.</li> <li>➤ Exam related notices, ordinance / can be viewed on university portal through college/Students login system.</li> <li>➤ Admission card/online mark sheet is downloaded by the students from the university portal.</li> <li>➤ Various exams related links are made available on the College website.</li> <li>➤ All the exam circulars of the university are available through link given on college website.</li> </ul>
<b>6.3 Faculty Empowerment Strategies</b>	

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year					
Year	Name of teacher	Name of conference/ workshop attended for which financial support Provided	Name of the professional body for which membership fee is provided	Amount of support	
2017-18	Nil	Nil	Nil	Nil	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year <b>NIL</b>					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017-18	Tech- Friendly Digi-Locker & Google Drive	Tech- Friendly Digi-Locker & Google Drive	7/09/2018	10	3
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development Programme			Number of teachers who attended	Date and Duration (from – to)	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent	Fulltime : 4(Adhok)		Permanent	Fulltime/temporary :- 02	
6.3.5 Welfare schemes for					
Teaching			TWF,GPF/CPS,GIS,Medical Facilities,GPF Loan Facilities		
Non teaching			Tyohar Agrim upto8000, GrainAdvance GPF/CPS,GIS,Claim on Medical Expenditure, Uniform and Washing Allowance for class IV employees		
Students			<ul style="list-style-type: none"> <li>➤ Scholarships</li> <li>➤ Book Bank Facility for SC ST Student</li> <li>➤ Free stationery for SC ST Students</li> <li>➤ JBS fee Exemption to BPL Applicants.</li> </ul>		
<b>6.4 Financial Management and Resource Mobilization</b>					

6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)				
<ul style="list-style-type: none"> <li>➤ All the purchases in the institution are maid as per the guide lines of C.G. GOVT. issued time to time.</li> <li>➤ Internal audit / checking is done by teacher appointed by the Principal on regular basis.</li> <li>➤ Departmental audit by higher education office.</li> <li>➤ Audit by AG office.</li> <li>➤ Financial audit by CA for JBS , RUSA , Red Cross Society &amp; UGC.</li> <li>➤ Every year a committee is constituted to by the Principal to calculate and verify the income tax statement/ data of the employees.</li> </ul>				
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)				
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose
Nil		Nil		Nil
6.4.2 Total corpus fund generated :- nil				
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Ag en cy	Yes/No	Authorit Y
Academic	No	N/A	Yes	IQAC
Administrative	No	N/A	Yes	ittee appointed
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
<ul style="list-style-type: none"> <li>➤ Providing valuable suggestions for improvement in academic and office management.</li> <li>➤ Bringing to notice of the college what students are afraid of discussing with college administration/ teacher.</li> <li>➤ Suggesting solution to the various problems also faced by the institution.</li> </ul>				
6.5.3 Development programmes for support staff (at least three)				
<ul style="list-style-type: none"> <li>➤ Along with the teaching faculty, support staff of the college is also trained in computer related programs.</li> <li>➤ Computer training to staff and teachers for handling of online admission process and other online works initiated by the university.</li> <li>➤ Time bound promotion schemes.</li> <li>➤ Special training programmes conducted for financial literacy.</li> </ul>				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<ul style="list-style-type: none"> <li>➤ Data submission on AISHE portal.</li> <li>➤ Initiation for construction of girl’s hostel out of UGC fund.</li> <li>➤ Expansion of buildings for better space and housing new PG courses.</li> </ul>				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : (Yes /No) YES				
b. Participation in NIRF : (Yes /No) NO				
c. ISO Certification : (Yes /No) NO				
d. NBA or any other quality audit : (Yes /No) NO				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting Activity	Duration (from ---- ----)	Number of participants



2017-18	Alumni meeting	07/02/2018	07/02/2018	38
	National Education Day	05/12/2017	05/12/2017	53
	Encouraging Students to appear in NET/SET Examination	30/03/2018	30/03/2018	45
	Workshop by SEBI expert	31/10/2017	31/10/2017	46
	Arranging geographical tour(Kelo Dam)	16/1/2018	16/01/2018	20
	Yuwa Utasav on the theme of Beti Padhawo Beti Bachawo	06/02/2018	06/02/2018	21
	GST Work Shop on E-return filing	16/10/2017	16/10/2017	70

## CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period (from-to)	Participants	
		Female	Male
Gender sensitization program (Lecture): Be Vocal	11/10/2017	39	2
Familiarization with Mahila Help Line No. and its importance in redressal of women's oppression	18/01/2018	58	4

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:  
Percentage of power requirement of the College met by the renewable energy sources

The College does not have so far any provision for using renewable source of energy, however the college has started saving electricity/energy by using LED lights and energy efficient equipments in place of the traditional ones. Students are briefed time to time about saving power and switching of the lights and fans before leaving the classrooms. The students are guided to inculcate such habits towards saving of energy.

7.1.3 Differently abled (Divyangjan) friendliness.

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	yes	01
Provision for lift	NA	

Ramp/ Rails	Yes	01
Braille Software/facilities	No	
Rest Rooms	No	0
Scribes for examination	yes	Nil
Special skill development for differently abled students	No	
Water Cooler, Multi-station Gym, Generator	Yes	Students and staff members

#### 7.1.4 Inclusion and Situatedness

##### Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017-18	01	01	1/09/17 -15/09/17	Study of Garbage Management at public places	Hygiene and sanitation cleanliness & pollution Awareness against	52
2017 -18	01	01	1/12/2017	AIDS Awareness	AIDS & Public Health Awareness against pollution.	46
2017-18	01	01	05/06/2018	Plantation/Beat the plastic pollution	Menace of plastic	35
2017-18	01	01	5/12/17 -11/12/17	NSS Special Camp	Youth,Health,Hygiene and Pollution	50

#### 7.1.5 Human Values and Professional Ethics

##### Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
College Brochure	01/07/2018	A Code of conduct for students is published in the college brochure every year for the perusal and conduct of students , apart from that the students and parents have to sign separate affidavit that they are aware of the anti ragging act and the award of punishment provisioned there in. However, teachers and staff are bound by the code of conduct as issued the Govt.

#### 7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to ----- )	Number of participants
Celebration of Gandhi Jayanti	2/10/2017	46
Independence Day	15/08/2017	32
Worlds AIDS Day	1/12/2017	36

National Integration Day	31/10/2017	43
Teachers Day	05/09/2017	52
International Yoga Day	21/06/2018	35
Republic Day	26/01/2018	38

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

- Plastic free campus drive.
- Plantation with Local bodies.
- LED lights are preferred to save energy.
- Water Harvesting.
- Students are advised to use cycles rather than power bikes and also to use public transports as much as possible.

#### 7.2 Best Practices

Describe at least two institutional best practices

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

##### **Practices -1**

**Plastic Free Green Campus:** – Raigarh is one of the most polluted industrial cities of the state surrounded by rich resource of coal, and availability of raw materials has resulted in establishment of multiple companies of power generation and steel production . In spite of govt’s drive to check the menace of plastic and pollution spread mainly through fly ash and dust, it remains still a challenge to the city. Our students are committed to the mission of keeping our campus plastic free and maintaining the greenery of campus. This move makes the students learn the importance of their responsibility towards our eco system.

##### **Practices -2**

**Promoting Personal Hygiene Among Women :-** Inspired by the inaugural speech of our district collector (Mrs. Shami Abidi) at occasion the installation of Sanitary Pad Vending Machine with the courtesy of Rotary Club, Raigarh in our campus, our students decided to create awareness about the personal hygiene of women, particularly the use of the above clinical product. They, with some inhibition initially, have been able to guide women/ girls both in rural and urban area to which these students belong. They view this as a part of their social responsibility to help their won folk.

<https://kmtggc.org/best-practices/>

#### 7.3 Institutional Distinctiveness

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

The institution was founded by the Govt. of Madhya Pradesh in 1983 at the eastern outskirts of the state. This is the only Girls college in the district to cater to the higher educational aspirations of the marginalized female folk of this area. After the formation of Chhattisgarh in 2000, the college was renamed after the veteran parliamentarian and a member of the Constituent Assembly Late Pt. Kishori Mohan Tripathi. The college has the distinction of being the work place of Chhattisgarhi writer Dr. B L Sahu and the environmentalist like Dr. A K Glirolkar. The college runs UG programmes in BA and B.Com and two PG programmes that is, MA Hindi and M.Com.

Our institution not only imparts quality education but also make students imbibe healthy human values to transform them into a good citizen of the country. The PGDCA course under self-finance scheme was introduced with the aim of acquiring professional competency in the field of computer operation which is now a primary condition in job market. Our alumni have made us proud by their selection in various Govt. and Non Govt. jobs, such as professor, judge, DSP, lecturer, etc. Geographically, the institution is located at equi-distance from Railway station and city bus stand attracting both rural and urban aspirants of higher education.

<https://kmtggc.org/wp-content/uploads/2021/06/distinctness-converted.pdf>

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## 8. Future Plans of action for next academic year (500 words)

### **Curricular aspect**

- To introduce new PG courses after the completion of the extended building.
- To encourage teachers in adopting use of ICT in teaching and evolution.

### **Teaching learning process**

- To give focus on using ICT oriented teaching and evaluation methods.
- Ensuring continuous evaluation of the learners to map their growth.
- To encourage advance learners and paying special attention to weaker students.

### **Research ,consultancy and extension**

- To motivate faculty to obtain MRPs submitting their proposals to various funding agencies.
- To encourage faculty members to attend seminars /workshops/conferences to promote research culture.
- To encourage teachers to publish research papers in UGC notified journals/ books/chapters in edited books.

### **Infrastructure and learning resources**

- To add quality books in library.
- To enhance facilities for online study materials for students and faculty.
- To prepare plan for independent library building.

### **Students support services**

- To organized value based lectures, yoga, self – defence and legal rights awareness programs etc.
- To motivate student’s active participation in curricular as well as extracurricular activities to conduct programs on career guidance and various competitive exams.

### **Governance, leadership and management**

- To promote E-governance in planning and development, administration and office management.
- To develop/ hire software gateway for collection of admission fees from the students.
- To promote organizing professional programs teaching and non teaching staff.

### **Institutional values and best practices**

- To conduct programs on gender awareness, environmental awareness and universal human values.
  - To take further of initiatives for clean campus green campus.
  - Encourage community services by the students.
- 
-

## 8. Future Plans of action for next academic year (500 words)

### Curricular aspect

- To introduce new PG courses after the completion of the extended building.
- To encourage teachers in adopting use of ICT in teaching and evolution.

### Teaching learning process

- To give focus on using ICT oriented teaching and evaluation methods.
- Ensuring continuous evaluation of the learners to map their growth.
- To encourage advance learners and paying special attention to weaker students.

### Research, consultancy and extension

- To motivate faculty to obtain MRPs submitting their proposals to various funding agencies.
- To encourage faculty members to attend seminars /workshops/conferences to promote research culture.
- To encourage teachers to publish research papers in UGC notified journals/ books/chapters in edited books.

### Infrastructure and learning resources

- To add quality books in library.
- To enhance facilities for online study materials for students and faculty.
- To prepare plan for independent library building.

### Students support services

- To organized value based lectures, yoga, self – defence and legal rights awareness programs etc.
- To motivate student's active participation in curricular as well as extracurricular activities to conduct programs on career guidance and various competitive exams.

### Governance, leadership and management

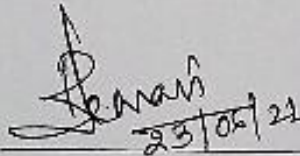
- To promote E-governance in planning and development, administration and office management.
- To develop/ hire software gateway for collection of admission fees from the students.
- To promote organizing professional programs teaching and non teaching staff.

### Institutional values and best practices

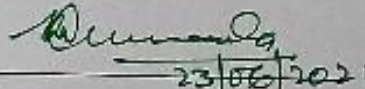
- To conduct programs on gender awareness, environmental awareness and universal human values.
- To take further of initiatives for clean campus green campus.
- Encourage community services by the students.

Name Dr. Rakesh Tiwari

Name Prof KC Kishawaha

  
23/06/21

Signature of the Coordinator, IQAC

  
23/06/2021

Signature of the Chairperson, IQAC