

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

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
2019-20

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 .Kachhawaha

- Designation: Principal (Incharge)
- 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: iqackmt@gmail.com](mailto:iqackmt@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
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- 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) and Self financing
- Name of the Affiliating University: Atal Bihari Vajpayee Vishwavidyalaya, Bilaspur (Chhattisgarh)
- Name of the IQAC Co-ordinator : Dr Rakesh Tiwari
- Phone no. :
- Alternate Phone No.
- Mobile: 9981122787
- IQAC e-mail address: iqackmt@gmail.com
- Alternate Emailaddress:kmtggc@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year): <https://www.kmtggc.org/>
 For ex. <https://kmtggc.org/wp-content/uploads/2021/07/AQAR-2018-19.pdf>

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

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

Weblink: <https://www.kmtggc.org/annual-calenders>

5. Accreditation Details:

C y c l e	Grade	CGPA / Institutional Score	Year of Accreditation	Validity Period	
1 st	B+	77.00	2007	from:31/03/2007	to:31/03/2012
2 nd				from:	to:
3 rd				from:	to:
4 th				from:	to:
5 th				from:	to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 30/11/2019

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	09/09/2019 ,14/12/2019 , 18/03/2020	11 , 13, 12

➤ Quiz on Hepatitis	29/07/2019	115
➤ Feedback obtained from stake holders	28/02/2020	239
➤ Online admission at entry level	2019-20	575
➤ Educational tour JIT University ,Raigarh	23/01/2020	84
➤ Survival Cancer Awareness	02/12/2019	68
➤ Lecture series on Fundamental Duties	23/01/2020	62
➤ Arranging geographical tour	18/02/2020	50
➤ Placement Camp by Uttam Memorial College Raigarh	20/02/2020	55
➤ Program on World Polio Day	24/10/2020	07
➤ National Seminar in Commerce	05/02/2020	155
➤ Mask distribution	23/03/2020	15
➤ Procuring high speed BSNL fiber wi-fi facilities for online classes	23/11/2020	21
➤ Preparation of assigned Video lectures for cgschool.in	30/04/2020	11

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

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

(Please upload, minutes of meetings and action taken report)

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.
- Observing important National & International Days to create awareness among Students.
- One day Training on Data Management: Google from & Google Sheet.
- Meeting organized for NAAC assessment.
- Approaching district administration and higher education authorities for the possession of girls hostel constructed out of UGC and DMF.
- National seminar by department of Commerce.

- Preparing video lectures and uploading on cgschool.in portal.
- Opening DigiLocker account for students.



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
➤ Planning a one day National seminar in commerce department	➤ To promote research culture among students and teachers.
➤ 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	➤ For the better assimilation and improvement on the part of the students.
➤ 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 organizing awareness program	➤ Better exposure to the students and for imbibing the spirit and importance of labour
➤ Procuring laser printer for IQAC	➤ Better work performance
➤ Procuring high speed wifi 100mbps	➤ Better management of online classes.

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

Name of the statutory body: Staff Council

Date of meeting(s): 15/07/2021

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:2019

17. Date of submission:23/01/2020

18. Does the Institution have Management Information System?

Yes/No: - Yes (partial)

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

The college adopts the information management system for the dissemination of information to stakeholders. Apart from the use traditional notice boards displayed at various important locations in the campus for the display of important notices, the 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. After the spread of Covid -19, to resume suspended examination online, whatsapp groups were formed for all the regular and private examinees of UG and PG both to transmit all sorts of information regarding examination and keeping them update with the latest development related to exam and the pandemic. The question papers to the examinee were sent through these whatsapp groups/ E- mail. In the wake of Covid -19, a package of bulk SMS package has been purchased for instant transmission of information to the students regarding their exam schedules and other related matters. To manage the affairs of the college and to give regular counseling to the students, teachers and staff have been asked to remain available on social media and keep their mobiles always on. For every class whatsapp groups have been formed to send links for the online classes and for registering the attendance of the students.

Part-B

CRITERION I -CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

- Our college 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.
- 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
- College time table is displayed at the notice board and is also held in the department or both for UG & PG semester classes. Department – wise time table is also prepared and displayed.
- Students are allowed to have books from main library as well as departmental library.
- Teachers prepare teaching plan and maintain a daily dairy making record of their every day teaching. This dairy is duly signed by the HOD and the Principal by the fifth day of the next month.
- Classes are conducted under the supervision of the college administration and shift in- charge.
- 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 of ICT, chats and models, distribution of notes in PDF to the students
- Students are encouraged to participate in group discussion and debates organized during the class; PG Students are to present papers in Departmental seminars.
- 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 .Students of PGDCA and M Com Sem IV are also required to submit their projects as part of their evaluation process.
- Internal assessments both written and Viva are conducted on regular basis to accesses the growth and improvement of the students.
- Weak students are traced out and t given special attention by the teachers of the concerned subjects.
- College administration is watchful over the results, university results of every class are analyzed and effective majors are adopted for further improvement.
- Continuous assessment is made to measure assimilation on the part of the students about their subjects.
- 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.
- In the wake of Covid -19, the teachers were assigned to prepare video lectures for online classes of the students. The same were prepared and uploaded on government’s portal cgscool.in for the access of the students all over the state.
- Due to Covid-19, internal and university exams were conducted in blended mode by the teachers as per the state and university guidelines.
- After the first lockdown the entire classes were conducted in online mode through google meet webex and Zoom apps.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year **NO.**

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

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year **No.**

Programme with Code	Date of Introduction	Course with Code	Date of Introduction

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 **No**

2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of 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
2019-20	1202	159	11	0	7

2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques Used
15	14	LCD projector , internet , Smart Boards , WIFI Lane, Laptop, Printers Scanner, Desktop Cellphones, etc.	1	1	Websites like Gyan ganga , EPG pathsala , Youtube , NDL ,NPTEL,SWAYA M,etc..

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)		
<p>The institution has 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 inquire 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 from time to time. The mentors guide the students individually and maintain a record of the problems and the solution given to them within the time framework at the earliest.</p>		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1361	18	1:75

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	14	2	2 teachers were employed on contract basis	8

2.4.2 Honors and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

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

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 st year	001	2020	General promotion	26/09/2020
B.A 2 nd year	002	2020	General promotion	26/09/2020
B.A 3 rd year	003	2020	30/09/2020	21/11/2020
B.Com 1 st year	007	2020	General promotion	26/09/2020
B.Com 2 nd year	008	2020	General promotion	26/09/2020
B.Com 3 rd year	009	2020	30/09/2020	14/11/2020
M.A Hindi 1 st sem	411	2020	09/01/2020	21/01/2020
M.A Hindi 2 nd Sem	412	2020	5/10/2020	26/11/2020
M.A Hindi 3rd Sem	413	2020	18/01/2020	6/02/2020
M.A Hindi 4 th Sem	414	2020	5/10/2020	26/11/2020
M.Com 1 st Sem	591	2020	22/01/2020	29/02/2020
M.Com 2 nd Sem	592	2020	6/10/2020	26/11/2020
M.Com 3 rd Sem	593	2020	27/01/2020	29/02/2020
M.Com 4 th Sem	594	2020	22/09/2020	26/11/2020
PGDCA	072	2020	30/09/2020	19/11/2020

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 also. In the paper Environmental Studies, students are assessed through project work for 25 marks and theory for 75. 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 in main exam has resulted in students taking internal exam seriously .Internal tests are conducted regularly and their marks are recorded properly. Evaluation is made through both oral and written mode. Debate and group discussion also for part of our evaluation system.

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 vacations the 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 web link)

2.6.2 Pass percentage of students

Programme 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	168	154	92
M.A Hindi	Master of Arts	24	24	100
B.Com	Bachelor of Commerce	158	157	99
M.Com	Master of Commerce	35	33	94
PGDCA	PGDCA	30	29	97

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 web link)

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 <i>(other than compulsory by the College)</i>				
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	
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards				NIL		
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		
National	Commerce	1		5.610		
International	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			
Hindi(Chapters)			2			
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
Chhattisgarh me Lokchitrakala evam Shilpkala	B K Bhagat	Bohal Shodh Manjusha	Nov 2020	-	KMT Govt. College, Raigarh	-

ki Parampara						
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	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	0	28	06	0
Presented papers	0	33	0	0
Resource Persons	0	1	0	0
Webinar	16	61	0	0

3.4 Extension Activities

3.4.1 Number of extension and outreach programmers 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
Constitution Day	Students union	2	81
Human Rights Day	Students union	1	30
One Nation One Election Program: Challenges and opportunity	SVEEP /District Administration	4	29
Legal Literacy Camp	Red Cross/District Judiciary	2	42
Rastriya Ekta Diwas	NSS Unit & Red Cross	10	22
Rastriya Sadbhavna Diwas	NSS unit	2	50
Special Camp NSS	NSS Unit	2	46
Self Defense	Sports	6	15
Volunteers services at SHYAM Mandal	NSS unit	1	28
International Women 's Day	NSS unit	4	25
Gandhi jayanti (150 th)	Students		
World Polio Day	NSS/Health Dept.	1	7
Mask Distribution	District Police	2	15
Awareness Program on Nutritional food	NSS/Aanganbadi	0	9

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 coordinated 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
State level Special NSS Camp	Higher Education	Youth for Rural Development	1	5
Gender Discrimination and atrocities against women	Police Department	Gender and Legal Awareness	5	91
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 (From-To)	participant
Nil	Nil	Nil	Nil	Nil
3.5.3 Mo Us signed with institutions of national, international importance, other universities, industries,				

corporate houses etc. during the year						
Organisation	Date of MoUs signed	Purpose and Activities	Number of students/teachers participated under MoUs			
Nil	Nil	Nil	Nil			
CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
State Govt. – 48000			44651			
AF – 436214			436214			
JB -113700			113700			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities			Existing		Newly added	
Campus area			7.5 Acers		Nil	
Class rooms			6		Nil	
Laboratories			3		Nil	
Seminar Halls			0		Nil	
Classrooms with LCD facilities			1		Nil	
Classrooms with Wi-Fi/ LAN			6		Nil	
Seminar halls with ICT facilities			0		Nil	
Video Centre			0		Nil	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.			2		Nil	
Value of the equipment purchased during the year (Rs. in Lakhs)			2017745		1	
Furniture (Computer Table)			36			
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System-ILMS}						
Name of the ILMS software	Nature of automation (fully or partially)		Version		Year of automation	
Nil	Nil		Nil		Nil	
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	24352	5213938	415	91449	24767	5305387
Reference Books	1497	150800	00	00	1497	150800
e-Books	00	00	00	00	00	00
Journals	00	00	10	24950	10	24950
e-Journals	00	00	00	00	00	00
Digital Database	00	00	00	00	00	00
CD & Video	00	00	00	00	00	00
Library automation	00	00	00	00	00	00
Weeding(Hard&Soft)	00	00	00	00	00	00
Others (specify)	00	00	13	20544	13	20544
News papers/Periodical						

/magazine						



4.3 IT Infrastructure									
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	100 mbps	Nil
Total	25	15	20	4	1	3	2	100MBPS	5 laptop
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
100 MBPS(BSNL),150MBPS(JIO Router)..... 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				
cgschool.in					49				
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		

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
AF- 124658	124658	311556	311556
State Govt.- 62888	62888	37653	37653
JBS- 20070	20070	286644	286644
Self Fin.- 4000	4000	Nil	Nil
Total - 211616	211616	635853	635853
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. In the wake of Covid 19, special measures were taken for the cleanliness, hygiene and sanitization of the entire campus,</p>			

offices and classrooms on regular basis as per the guidelines of the Health Department. As the two hostels in the campus were working as Quarantine centres, the Municipal Corporation, Raigarh took special care in maintaining the hygiene and cleanliness of the campus. College administration has been very vigilant in observing the guidelines of Covid-19.

<https://kmtggc.org/wp-content/uploads/2021/06/Maintenance-of-Support-Facilities-converted.pdf>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the Scheme	Number of students	Amount in Rupees
Financial support from institution	JBS fee exemption to disabled and BPL Students	9	2700
Financial support from other sources			
a) State	Post metric Scholarship For SC, ST & OBC	826	3592319
State	Book bank and stationery for SC ST Students	432	77500
b) National	Minorities Scholarship	12	72000
	Central Sector Scheme Scholarship	5	50000
c) International	Nil	00	00

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

Name of the capability enhancement scheme	Date of Implementation	Number of students Enrolled	Agencies involved
Mentoring and personal counseling (Mentors)	1 st July 2019	1361	College Teachers
Yoga (international yoga day)	21 st June 2020	14	Gayatri Shakti Peeth, Raigarh

5.1.3 Students benefited by guidance for competitive examinations and career counseling 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
	Nil	Nil	0	0	0

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
Uttam Memorial College ,Raigarh	55	01	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
2019-20					
2019-20	39	BA	Arts	Kishori Mohan Tripathi Govt. Girls College, Raigarh	MA (Hindi)
	36	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 (JRF)		1		CG0252300366	
SET		1		134863025	
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 and farewell	Institutional	416
Annual Cultural Program	Institutional	205
Teachers Day Celebration	Institutional	165
Annual Sports	Institutional	490
Essay , Debate , Extempore , Quiz	Institutional	121
Rangoli , Kalpana , Painting , Mehendi , Cooking ,Etc	Institutional	96
Oath Taking :Students Union	Institutional	72
International Literacy Day	Institutional	71
NSS Day	Institutional	36
National Constitution Day	Institutional	83
National Communal Harmony Day	Institutional	10
Minority Day	Institutional	66
Lecturette: Role of youth in Demeocracy	Institutional	63

International Women's Day	Institutional	28
Student union oath taking program	Institutional	63



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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
------	-------------------------	------------------------	--------	----------	-------------------	---------------------

2019-20	Silver medal	National	Fencing		BU180003584	Shama Parveen
2019-20	Participation	National	Basketball		BU180002559	Vibhuti Yadav

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

The student union of the college has been formed by nomination on merit basis. Along with the union officials class representatives for each section is also nominated on the basis of merit. 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 without the campus.

- Organizing welcome and farewell for the incoming and outgoing students.
- Celebration of Teachers Day as a mark of their tribute to Dr. Radha Krishnan.
- Motivating students to participate actively in annual youth festival and several games and sports activities organized at institution sector and university level.
- Student union plays an important role in organizing the annual cultural program at the college.
- The college union is also instrumental in organizing various important national and international days. like world environment day, Mother Tongue, Hindi Diwas, Womens Day etc. The student council maintains healthy rapport between the student community and the college administration and assists in maintaining discipline in the college.
- The student union also assists NSS Unit in taking of various programs like plantation, cleanliness drive, and other awareness activities.
- The student union also functions as watchdog for the timely redressal of the grievances of the students.
- Encouraging Students for participation in cultural activities and other extra- curricular activities.
- Participating actively in various Activities Societies and eco clubs for environment consciousness
- Fully supporting and engaging students in keeping the campus plastic free.
- Student union officials have been very active in guiding and spreading Covid-19 guidelines issued by various Govt. agencies among the students. They maintained a liaisoning with the NSS and Red Cross Volunteers to take up awareness programmes to keep the students safe from Covid-19 and also to make rural people aware about this crisis suggesting them regular hand wash, use of sanitizer maintaining social distance to safe guards against this deadly disease.
- The student union is very much active in organizing welcome /farewell, social gathering and many other such activities.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No.

Our college is the only girl's 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 is 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. The institution is now taking steps for the registration of the Alumni Association.

5.3.2 No. of registered/enrolled Alumni:

157

5.3.3 Alumni contribution during the year (in Rupees) :

Nil

5.3.4 Meetings/activities organized by Alumni Association :

One

CRITERION VI -GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

- 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.
- Professor in-charge for both morning and day shifts of the college were appointed to monitor the teaching learning activities.
- One teacher was detailed for the verification of cash book and service books of the employees.
- Composition of purchase committee, sports committee and AF committees.
- Students are also appointed as member of various committees.
- Sports, cultural and literary committees accommodate more number of students.
- There at least five committees constituted as Students union's Activities Groups.
- Women harassment Redressal Cell consists mostly of female members and includes students also.
- The Jan bhagidari Samiti is a multi members committee comprising members from people's representatives, district administration, local organizations, industry, donors, farmers, feeding institutions alumni and guardian. This committee has two more sub committees- Management committee and Finance committee. This committee approves various permanent nature of construction/ purchase work after discussion. The fund in this committee is generated through students' contribution and donations, if any.
- All the institution level committees functions under the guidance of the principal.
- The building committee prepares the plans and monitors various construction work undertaken in the institution.

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

Yes/No/ Partial

Yes

Accounts section and office management is computerized

- Online admission process has been adopted by the college for transparency and fairness at entry level.
- All the important notices are displayed prominently on notice board.
- SMS/whatsapp is also used for the dissemination of information among the staff and students.
- Website of the college also serves as a major source of information for the stakeholders.
- Whatsapp groups have separately been made for each class.
- A SMS package was procured for the transmission of information to the students during the lockdown related to their left over examinations and for other urgent messages to be passed over to them.
- During the Covid-19 pandemic, the whatsapp groups were served to as a major source of sharing class links of google meet, webex, etc. with the students.
- Most of the correspondences in the college is made through electronic media / E-mail.
-

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (within 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. 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. In PGDCA and M.Com semester 4th students are required to submit project on various topics suggested by the concerned teachers. In the wake of Covid-19 most of the meetings /classes were conducted through online platforms.

❖ 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

<p>enhanced through participation in seminar / Group Discussion/debates also.</p> <ul style="list-style-type: none"> ➤ Free WI-FI made available to the students which 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 wi-fi services. ➤ After the imposition of the lockdown due to Covid-19, the leftover exam papers, internal exams were conducted in blended mode-online/offline. ➤ Throughout the session classes were conducted through online platforms like ZOOM, MEET, webex etc. Necessary arrangements like increasing the wi-fi data capacity /speed and equipments required for the online classes were procured for the uninterrupted conduct of classes by the teachers. For the first time all the teachers of the institution used ICT for the conduct of the classes.
<p>❖ 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. Students' growth is mapped through continuous assessment both in written and oral methods after the end of the chapter/ unit. Now 10% marks of each paper has been allotted to internal examination. Marks obtained so are entered in their mark sheet. That's why students are now taking internal exams seriously. The Covid-19 pandemic gave birth to a new kind of situation in which the exams were conducted in blended mode- both online/offline. The internal exams were also conducted in the same mode. The question papers were same to the students in whatsapp groups and the students were allowed to submit their answer books either physically or through E-mails or by post as per their convenient . The entire answer books of the students of the University exams were evaluated in the institution itself and the marks were uploaded by the teachers on University portal.</p>
<p>❖ Research and Development :-</p> <ul style="list-style-type: none"> ➤ 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. ➤ Organization of national seminar in commerce would encourage other departments also to organization such research seminar. ➤ Webinars and E-Quizes were organized by various departments jointly with IQAC. ➤ The teachers were motivated to actively participate in National and International webinars.
<p>❖ Library, ICT and Physical Infrastructure /Instrumentation :-</p> <ul style="list-style-type: none"> ➤ Extension of canteen area for accommodating more number of students. ➤ Wi-fi facilities have been provisioned for use of students as E-learning resource. ➤ Good quality projector screen has been purchased to enhance ICT enabled teaching. ➤ Free wi-fi data made available for students with JIO's courtesy. ➤ Books/journals /magazines were added to library. ➤ The BSNL high speed fiber wi-fi services were procured for the on uninterrupted online classes. ➤ Few ICT equipments required for the online classes were also made available to the teachers.

<ul style="list-style-type: none"> ❖ Human Resource Management <ul style="list-style-type: none"> ➤ Faculty members are motivated for Orientation / Refresher courses. ➤ Maintaining anti ragging, sexual harassment committees and grievance redressal cell ➤ Inviting doctors of various fields to guide staff and students on various clinical issues. ➤ Teachers self appraisal report is made the basis of their performance. ➤ Reporting to the higher authority about the performance of the staff on annual basis. ➤ Time to time teachers and staff are guided on use of computer and ICT and other aspects as occasioned by the requirement. ➤ Qualified guest faculty members are invited to meet the teaching objectives as per the norms devised by the government. ➤ Due to Covid-19 special precautions were taken to keep our teachers and staff safe from Covid-19. Regular sanitization and maintaining of social distancing were ensured properly as per the guidelines of Govt. ➤ Necessary provisions were made available to the teachers for smooth conduct of the online classes. 	
<ul style="list-style-type: none"> ❖ Industry Interaction /Collaboration <ul style="list-style-type: none"> ➤ Few awareness programs particularly on AIDS organized in the collaboration with JSPL Raigarh. ➤ MSP & JSPL Raigarh Provide transportation facilities to girls for to and fro journey to their annual camp site. ➤ JSPL Raigarh allows and provides transport facilities to the students for plant visit and for geographical excursion of the students. ➤ JSPL Raigarh makes provision for arranging transport facility for the students to visit their educational institution. ➤ The college staff discussed about asking for 10 computers for PGDCA lab from CSR conduct JSPL Raigarh. 	
<ul style="list-style-type: none"> ❖ Admission of Students <ul style="list-style-type: none"> ➤ Online Admission process at entry levels of UG and PG classes. ➤ Online admission is transparent and on the basis of merit. ➤ Observance of govt. rules of reservation policy. ➤ Admission list is published on institutional website also. ➤ For next session online fee submission facility is likely to be launched through SBI collect, so that students may not have to make for queue for submission of fee in offline mode. This will ensure a proper social distancing among the students. 	
<p>6.2.2 : Implementation of E-governance in areas of operations:-</p>	
<ul style="list-style-type: none"> ❖ Planning and Development <ul style="list-style-type: none"> ➤ Use of SMS and Whatsaap for dissemination of information. ➤ Submission of demands and budget requirements. ➤ Planning for infrastructure is through the plans and estimates given by PWD/RES and sanctioned by higher education. The sanctioned fund is directly credited to PWD which processes the e-Tender and then the constriction work is done under the supervision of the government officials. College building development committee also monitors the constriction work. ➤ Most of the correspondence is made through E-mails and other electronics modes. 	
<ul style="list-style-type: none"> ❖ Administration :- <ul style="list-style-type: none"> ➤ Various information made available on website. ➤ Notices and other information to staff members are transmitted through mail or whatsaap. ➤ Several university information like result and marks sheets are made available online for the easy access of the students. ➤ Most of the official correspondence to university, higher education department UGC etc is made through E-mails. ➤ <u>Faculties and staff and students are administered through E-mail or whatsaap group for</u> 	

routine work.	
❖	Finance and Accounts <ul style="list-style-type: none"> ➤ Staff salary is prepared through e-payrolls. ➤ Account section and office are computerized. ➤ All govt. budgets including salary is received through online portals. ➤ Salary slips and GPF deduction details are available on C.G Govt. portal. ➤ Scholarship and other financial benefits of the students are transferred through online.
❖	Student Admission and Support <ul style="list-style-type: none"> ➤ Online admission system. ➤ College Help Desk is available for any sort of inquires for the stake holders. ➤ Students database system. ➤ Syllabus and previous year question papers made available through university portal. ➤ Online provision is available for applying for mark sheets/migration/degree etc through university portal.
❖	Examination <ul style="list-style-type: none"> ➤ Online registration and filling of exam forms through university portal. ➤ Online availability of attendance sheet / absent report through university portal. ➤ Exam related notices, ordinance / can be viewed on university portal through college/Students login system. ➤ Admission card/online mark sheet can be downloaded by the students from the university portal. ➤ Various exams related links are made available on the College website. ➤ All the exam circulars of the university are available through link given on college website. ➤ All university exam related documents/formats like attendance sheet, foil/counter foil and attestation forms are made available online to the exam centres. ➤ Internal and Main exam marks of the session 2019- 20 were uploaded on the university portal directly by the concerned teachers due to the spread of Covid-19.This has led to the ea declaration of result without any undue delay.

6.3 Faculty Empowerment Strategies

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
2019-20	Dr. Rakesh Tiwari	Regional workshop on Awareness, Adoption and Promotion of MOOCS on SWAYAM.	IQAC , Coordinator	3825

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year **NIL**

Year	Title of the professional development programme organized for Teaching staff	Title of the administrative training programme organized for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non- teaching staff)
2019-20	Tech- Friendly Using Google Form & Google Sheet	Tech- Friendly Using Google Form & Google Sheet	6/9/2019	14	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)
1. Refresher Course		1	24/06/2019-06/07/2019
2. Refresher Course		1	11/09/2019-24/09/2019
3. Orientation Programmes		1	08/07/2019-27/07/2019
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime : 03(Adho)	Permanent	Fulltime/temporary :- 02
6.3.5 Welfare schemes for			
Teaching		TWF,GPF/CPS,GIS,Medical Facilities,GPF Loan Facilities	
Non teaching		TyoharAgrimupto8000,GrainsAdvance ,GPF/CPS,GIS,Claim of Medical Expenditure, Uniform and Washing Allowance for class IV employees, Computer allowances.	
Students		<ul style="list-style-type: none"> ➤ Scholarships ➤ Book Bank Facility for SC /ST Student ➤ Free stationery for SC /ST Students ➤ JBS fee Exemption to BPL Applicants. ➤ Minority scholarship. 	
6.4 Financial Management and Resource Mobilization			
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)			
<ul style="list-style-type: none"> ➤ All the purchases in the institution are made as per the guidelines of C.G. GOVT. issued time to time. ➤ Internal audit / checking is done by teacher appointed by the Principal on regular basis. ➤ Departmental audit by higher education office. ➤ Audit by AG office. ➤ Financial audit by CA for JBS, RUSA, Red Cross Society & UGC. ➤ Every year a committee is constituted by the Principal to calculate and verify the income tax statement/ data of the employees. ➤ Various decisions related to financial matters are discussed in the meetings of staff council and JBS. 			
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				
6.5 Internal Quality Assurance System				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External	Internal		
	Yes/No	Agency		
	Yes/No	Authority		
Academic	No	N/A		
Administrative	No	N/A		
		Yes		
		Yes		
		IQAC/principal		
		Committee appointed by principal		
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
<ul style="list-style-type: none"> ➤ Providing valuable suggestions for improvement in academic and office management ➤ Bringing to notice of the college what students are afraid of discussing with college administration/ teacher. ➤ Suggesting solution to the various problems also faced by the institution ➤ Parents also give input on various academic and non academic matters also. 				
6.5.3 Development programmes for support staff (at least three)				
<ul style="list-style-type: none"> ➤ Along with the teaching faculty support staff of the college were also trained in computer related programs ➤ Computer training to staff and teachers for handling of online admission process and other online works initiated by the university. ➤ The support staff is also guided by the teachers on promoting tech- friendliness among them. 				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
<ul style="list-style-type: none"> ➤ Data submission on AISHE portal. ➤ Initiation taking over of the girls hostel. ➤ Expansion of buildings for better space and housing for proposed new PG courses. 				
6.5.5				
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 ----- to- -----)	Number of participants
2019-20	Workshop : Waste Material Management	31/12/2019	31/12/2019	27
2019-20	Alumni Meet	8/01/2020	8/01/2020	36
2019-20	Entrepreneurship Awareness camp	12/02/2020	12/20/2020	64
2019-20	Career Orientation Program by LIC	27/09/2019	27/09/2019	77
2019-20	National Seminar in Commerce	05/02/2020	05/02/2020	155
2019-20	Arranging geographical tour (Rabodam)	18/02/2020	18/02/2020	50
2019-20	Teachers- Parents –Students meet	23/12/2019	23/12/2019	50

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
Lecture on Gender issue on :-Good touch /Bad touch by Police DSP	29/07/2019	70	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 any provision for using renewable source of energy; however the college has started saving energy by replacing traditional lights with LED lights and other energy saving appliances instead of high energy consuming devices. Plantation and cleanliness drives, sharing bikes, using public transports and bicycle in place of power bikes by the students is a mark of our concern for environment. We have already adopted one of the best practices of keeping our campus plastic free. As our city is one of the most polluted cities of Chhattisgarh, students are advised to take care of environment following every possible step to contribute towards alleviation of environmental pollution. Rain harvesting system in the campus helps recharging the underground water table as a awareness and part of a responsibility towards environment. Day by day our water table is going down, this initiative of the institution is a step towards alleviating the problem of drinking water availability.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	02
Provision for lift	NA	



Ramp/ Rails	Yes	02
Braille Software/facilities	No	Nil
Rest Rooms	Yes	01 (Principal)
Scribes for examination	Yes	Nil
Special skill development for differently abled students	No	Nil
Water Cooler, Multi-station Gym, Generator	Yes	04

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
2019-20	01	01	4/10/2019	Visit to agriculture college	Farming system	25
2019-20	01	01	4/10/2019	Visit to Kosha Seed collection center	Awareness about kosha production	25
2019-20	01	01	30/09/2019	Nutrition awareness program in adopted village Gopalpur	Malnutrition	15
2019-20	01	01	02/12/2019-08/12/2019	NSS Camp	Organized under the Narwa, Garva, Ghurva, Badi program.	50
2019-20	01	01	18-01-2020	Legal Literacy Camp	Legal rights	50
2019-20	01	01	23-01-2020	Educational visit of OPJU, Raigarh	Academic and management	84

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	01/07/2019	A Code of conduct for students is published in the college brochure every year for the perusal and conduct of students. This code of conduct has been designed by department of higher education CG govt. This modal code of conduct for the student has also been uploaded on college website. A separate guideline will be made in near future once the newly constructed hostel starts the registration of wards.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
----------	-----------------------------	------------------------

Celebration of Gandhi Jayanti	02/10/2019	56
Republic Day	26/01/2020	32
Worlds AIDS Day	08/12/2019	25
Teachers Day	05/09/2019	67
Independence Day	15/08/2019	47
Alertness Awareness Week	28/10/2019 - 02/11/2019	62
International Woman's Day	08/03/2020	28
Sadbhavna Divas	20/08/2019	55
Constitution Day	26/11/2019	83

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 proffered to save energy.
- Water Harvesting.
- Students are advised to use cycles rather than power bikes and also to use public transports as convince.
- Tobacco free campus to save students from health hazards.

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

1.Best out of Waste :-

Entire world is worried about waste management. Many drives have been launched by government of India for cleanliness and waste management. To encourage the creativity among the students, they are asked to make something new out of the waste in our house. Local creative experts are invited for lecture and teach the students practically to make something out of nothing. It not only enhances the creativity and aesthetic sense but also gives them self satisfaction. They use of waste material for making bouquet, vanity boxes, flower pot and bangle boxes etc.

2.Environmental Awareness :-

In line with the above best practice, our institution focuses on keeping our students vigilant about environmental concern they are advised to plant one sapling on their birthday and look after them. They are also asked to create awareness among the woman particularly not to dispose waste here and there and in the rivers and ponds. They also create awareness about making statue of god and goddess out of mud in place of PoP so that they can easily dissolved in water. Such small tips also would definitely be helpful in saving of environment. They are made aware of the impacts of global warming, climate change, carbon emission etc on human life and flora and fauna.

<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 weblink of the institution in not more than 500 words

Established by the then M P Govt. in 1983 with the aim of empowering women through higher education at the eastern border of the state of Chhattigarh, our college is dedicated to provide quality education to the female folk of the area. This is the only girl's college of the district located in the heart of the city which even attracts the aspirants from urban as well as far rural area, who are socially and economically very backward. The college has a campus area of 7.5 acres in the centre of the city and located just at a walkable distance from main bus stand and Raigarh Railway station. After the bifurcation of the state in 2000, the institution was named after Pt. Kishori Mohan Tripathi, a son of the soil, Litterateur, freedom fighter and a member of the Constituent Assembly

Started with the limited number of students, the college now is a center of learning for more than a thousand of girls aspiring for a better life and career when they pass out from here. Keeping into mind the further progression of the students, the PG Courses were also started in Hindi and Commerce respectively. In order to claim stakes in job market, PGDCA course started in the college since 2016-17. The institution makes consistent efforts in fulfilling its social responsibility towards the downtrodden and marginalized section of society. We also make our students imbibe the healthy human values and ethics to enrich their personality in order to transform them as good citizen of the country. The institution not only equips students with knowledge of the various subjects taught but also takes care of the personality development of the students. The well furnished playground, basketball court, table tennis, badminton court, provide ample opportunity to students to grow in the field of sports. Even in the wake of the pandemic Covid-19, every steps were taken by the institution not only of their security but also of their continuous study in online mode. The institution took it as a challenge and converted into opportunities. The teachers who were not skilled in the use of ICT, were trained and they continuously took classes through Google Meet, Webex, ZOOM etc. The teachers were continuously in contact of the students giving them the moral and psychological support during the pandemic to keep their morale high.

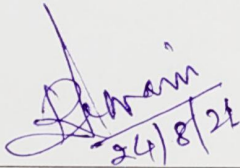
<https://kmtggc.org/wp-content/uploads/2021/06/distinctiness-converted.pdf>

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

- To make committees for Green Audit.
- Registration of Alumni Association.
- Planning for a well more furnished with more number systems.
- Conduct capability enhancement program in soft skills, self defense and moral ethics.
- To conduct career guidance programs for the students.
- Expedite completion of incomplete rooms under construction.
- Encourage faculty members for becoming more and more Tech- Friendly.
- Ensuring participation of more number of students in sports, cultural and more other extracurricular activities.
- To enrich library with books keeping into mind the change in syllabus.

Name:- Dr. Rakesh Tiwari

Name:- Prof. K C Kachhawaha



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC
