



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	GOVT. DR.INDRAJEET SINGH COLLEGE AKALTARA
• Name of the Head of the institution	DR. U. N. KURREY
• Designation	IN-CHARGE PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07817252540
• Mobile no	8966844203
• Registered e-mail	udainathk@gmail.com
• Alternate e-mail	gdiscakaltara@gmail.com
• Address	KHISORA ROAD, AKALTARA, DISTT JANJGIR-CHAMPA C.G.
• City/Town	AKALTARA
• State/UT	CHHATTISGARH
• Pin Code	495552
<b>2.Institutional status</b>	
• Affiliated /Constituent	SHAHEED NANDKUMAR PATEL VISHVAIDYALAYA RAIGARH
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	SHAHEED NANDKUMAR PATEL VISHVAVIDYALAYA RAIGARH				
• Name of the IQAC Coordinator	SHRI SUNIL SAHU				
• Phone No.	07817252540				
• Alternate phone No.	07817250540				
• Mobile	9752927222				
• IQAC e-mail address	gdiscakaltara@gmail.com				
• Alternate Email address	gdiscakaltara@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://www.gdiscakaltara.in">www.gdiscakaltara.in</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.gdiscakaltara.in/Content/132_298_calendar%202021-22.pdf">http://www.gdiscakaltara.in/Content/132_298_calendar%202021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.19	2022	21/09/2022	20/09/2027
<b>6.Date of Establishment of IQAC</b>			11/12/2014		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
GOVT DR. INDRAJEET SINGH COLLEGE AKALTARA	MAINTENANCE	STATE GOVERNMENT	2021-22	30611350	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		

<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Documentation and 2nd cycle NAAC Accreditation of the Institutions for the session 2016-17, 2017-18, 2018-19, 2019-20, 2020-21 2. Improvment of NAAC Gradation from Grade - C (CGP 1.93) to Grade - B (CGP 2.19) 3. Successful condution of classes on blended mode. (Use of ICT) 4. Successful conduction of Examination and Evaluation in Online mode. 5. Construction of Boundrywall and Library Reading Room.</p>		
<b>12.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</b>		

Plan of Action	Achievements/Outcomes
To promote the use of ICT in Teaching-Learning	1. Use of social Media Plate Form eg. (i) to communicate information. (ii) to send the notes in the form of pdf. (iii) to send the you-tube link of important lectures. (iv) to send the link for online teaching (google-meet, Web-x etc.)
Seminar/Workshop/FDP	1. Seminar on subject related specific topics in different disciplines. 2. Seminar on language proficiency. 3. Workshop on use of ICT in teaching-learning. 4. FDP on TDS Form filling.
Awareness Campaign.	1. Campaign against COVID-19 pandemic. 2. Campaign against post COVID complication like Black Fungus. 3. Campaign to promote plantation. 4. Campaign to promote health awareness like Yoga-Shivir.
Personality Development	1. Workshop on personality development. 2. Seminar on Motivation to Youth. 3. Career and counseling program for competitive examination.
Co-curricular/Extension Activities	1. Celebration of National Festivals. 2. Programs on Professional Ethics, Gender, Human Values, Environment and Sustainability. 3. NSS Special Camp. 4. Collaboration with other Institutions.
Sports and Cultural activities	1. Annual sports. 2. Annual function.

**13. Whether the AQAR was placed before statutory body?**

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-22	08/02/2023

**15. Multidisciplinary / interdisciplinary**

National Education Policy envisages a holistic and multidisciplinary education that would aim to develop all capacities of human beings that is intellectual, aesthetic, social, physical emotional and moral in integrated manner. UGC mentioned that the multidisciplinary and holistic development across disciplines will ensure unity and integrity of all knowledge. Our institution has organized many national webinars on different subjects where large numbers of students have participated. As well as the faculties of the college provide opportunities to the students in the class to discuss about important topics of national issues in which NEP finds an important place to be discussed in the class.

**16. Academic bank of credits (ABC):**

The National Education Policy states that the curricula of all the Higher Education Institutions shall include credit-based courses and projects in the areas of community engagement and service, environmental education and value based education for students. There is provision for an Academic Bank Credit (ABC), which will digitally store the academic credits earned from various recognized

HEI. Thus enabling the students to avail degrees from an HEI taking into account credits earned previously. Further the NEP offers 4 year UG courses with multiple entry-exit option. Our institution will follow the discussions of the affiliating university and will start the process of credit system. For this the institute is communicating to some colleges and University to avail the advantages of such credit system and the NEP to the students of the institute in future.

#### **17.Skill development:**

The National Education Policy is a remarkable step making Indian Youth skilled to achieve ATMNIRBHAR BHARAT. The Government of India is bringing a series of reforms in almost all sectors especially education, to pave the way for building a strong and progressing nation. At present our institution has implemented value added course of Spoken English and Improving Competency in Competitive Examination for the students. This scheme of State Government (Commissioner of Higher Education) has been started for the holistic and skill development of the students. Further the institution is also trying to start other skill development courses like Pradhan Manty Kaushal Vikas Yojana.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

As per the New Education Policy, our systems and Institutions need to be rooted to be Indian civilization and culture. India's knowledge systems have the potential to provide pertinent reflections for the NEP 2020, charting a future course of action with its integration within existing

educational frameworks. The time has come to focus on the Indian knowledge system developed by scholars over centuries. To achieve this aim in teaching our institute lays much emphasis on Indian language and culture. The students are provided lectures and motivated to see movies based on moral values exhibiting our Indian culture and civilization.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome based education can be attained by implementing the four basic areas: formulation of learning outcomes, curriculum content and structure, teaching learning process and assessment. Our institution is providing an outcome based education. Apart from the academic learning, the value added courses Spoken English and Improving competency in Competitive Examinations have also been started specifying program outcome and program specific outcome.

**20.Distance education/online education:**

The National Education Policy 2020 aims to ensure access equity and provide quality education. With regard to Higher Education there are nine visions to deliver quality education. The ninth vision focuses on "increased access, equity and inclusion through a range of measures including greater opportunities for outstanding public education, online education and distance learning. The institute trying to communicate with IGNOU and other Open Universities and preparing for providing quality education and the benefits of New Education Policy 2020.

**Extended Profile**

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>294</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1675</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>540</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>606</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>10</b>
<b>File Description</b>	<b>Documents</b>
Data Template	<a href="#">View File</a>
3.2	<b>18</b>



Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	21
4.2 Total expenditure excluding salary during the year (INR in lakhs)	30611350
4.3 Total number of computers on campus for academic purposes	25
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>There are two aspects which we have to consider in imparting knowledge to the students. The first is cocurricular and the other is extra-curricular activities. The co-curricular activities are in regard to the courses which are given in the syllabus and imparted to them. Besides, the extra-curricular activities from a wide spreading part of education which includes character building, all-round personality development, sociability and spirit of co-operation. With a view to inculcating in them a feeling of true citizenship of the country, it is also kept in mind that they do not fall prey to the prevailing vices which create unrest among them. The goals that we have set for imparting knowledge and correct values along with personality development are being fulfilled by the teachers. The curriculum of the Programmes is decided by the affiliating university. Required suggestions are timely forwarded to the university by all the stakeholders through feedback system. Academic calendar is prepared by the college committee based on that provided by the Department of Higher Education of the State Government for the better implementation of the curriculum. Prescribed curriculum is delivered according to the teaching plan and time- table which are specially prepared for it.</p>	

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.gdiscakaltara.in/Content/157_302_AOAR1.1.1_compressed.pdf">http://www.gdiscakaltara.in/Content/157_302_AOAR1.1.1_compressed.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our Institution follows the Course curriculum decided by the affiliating university as it is to be adhered by all the affiliated colleges. The academic calendar for the academic session is prepared by the Deptt. of Higher Education of the State Government based on which our college prepare more objective academic calendar for the whole session according to activities to be implemented for more benefits of the students. The academic calendar shows the co-curricular and extra-curricular activities month wise and the timeframe for its completion. The internal evaluation scheme was started by the affiliating university from the academic session 2016-17 for PG programmes. It was also started from the academic session 2017-18 for the UG classes. Along with the Quarterly and Half yearly internal examination we also conduct Unit Test as maximum as possible just after completion of the each unit in all subjects. On the basis of all these internal assessment we identify the Advanced and Slow learners and arrange some special classes for better academic upliftment. The Mentoring of the students is a very useful technique by which the students evaluation is also done for assisting them in uplifting their learning experiences.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://www.gdiscakaltara.in/Content/158_302_1.1.2.pdf">http://www.gdiscakaltara.in/Content/158_302_1.1.2.pdf</a>

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

**B. Any 3 of the above**

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

49

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

There are many courses in different programs which include crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability. Our college sincere and conscious about these issues and understands its importance in the life of all beings. In UG level there is a compulsory course, Environmental Studies and Human Rights to which each and every student has to clear in any of three years of UG Programme. It means almost all the students of the college go for learning and getting aware and experience of different aspects of human values, Environment and sustainability. The subject sociology in UG and PG level has number of courses which make the students understand about importance and need of gender equality, brotherhood, friendship, empathy and love as well as the Field/Project work in some programs provide opportunities to understand the human values like honesty, fairness, loyalty and sharing. Some courses of MCom. IV Semester and Field/Project work associated with it brings attention of students towards professional ethics. The students get opportunity to have a thorough view about the inspirational life story of our great poets in the programme MA Hindi.

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

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

536

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

536

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://drive.google.com/drive/folders/1CSKw_oq1IqliGoiJqzGFTj00Yk8t5b8gV?usp=drive_link">https://drive.google.com/drive/folders/1CSKw_oq1IqliGoiJqzGFTj00Yk8t5b8gV?usp=drive_link</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 1.4.2 - Feedback process of the Institution may be classified as follows

#### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="http://www.gdiscakaltara.in/Content/159_302_1.4.1.pdf">http://www.gdiscakaltara.in/Content/159_302_1.4.1.pdf</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

724

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

##### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

679

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Induction Programme is organized every year for newly admitted students after completion of the admission process. In this programme Principal, Head of teaching departments, Sports Officer, librarian and Office Head address the students. The main objective behind conducting the induction programme is to aware the students about the resources available in the college, process of conducting theory & practical classes, examination pattern, documentation concerned with office etc so that new students get acquainted with the atmosphere of the college. Identification of slow and advanced learners by teachers is initially started with the teaching in the class and making interaction with them. In this connection other tools are conducting unit test after completion of unit and internal assessment in the scheduled time. The list of slow and advanced learners is maintained timely. Students are always encouraged to make interaction with teachers to share their problems and clear the doubts. Study materials in the form of notes or pdf are regularly provided to the students. The college arranges special classes/extra classes for advanced and slow learners. Moreover these groups of students are always encouraged to come forward and interact with teachers to clear their doubts.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1675	11

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

No doubt, student centric methods for learning is the best method of imparting knowledge to the students and so, our institution has adopted many student centric methods like Field/Project work, Student Seminar Presentation, Group Discussion, Laboratory Activity, Mentor-Mentee Interaction etc. to educate the students to the best way possible. The experiential learning they acquire through laboratory hands on experiences and Field/Project Work helps them to have concrete idea about the topic. All the PG departments conduct student seminar to provide participative learning to the students which helps them to have immense knowledge about the topic. MSc department of the college encourages the students to present the seminar through ppt. which provides opportunities about problem solving and hence enhancing learning experiences. Group Discussion which are conducted regularly by the department of English and Hindi encourages the students for participative learning. Group Activities and 7 Days Camp by NSS Unit and Activities of Red-Cross Unit of the college provides a platform for them to serve the society by working together as a team to benefit the society.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.gdiscakaltara.in/Content/150_305_Doc%20May%2020%202023(1).pdf">http://www.gdiscakaltara.in/Content/150_305_Doc%20May%2020%202023(1).pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Our institution always adopts effective teaching methods in practice for better result of teaching-learning process which is extreme need of time. It has become very imminent to use e-tools and techniques, various information technologies to communicate with the students to equip them with the knowledge of worldwide happenings. In our institution each and every teacher using the social media like whatsapp to communicate required information from either side as well as the same platform is being used to provide study materials in the



form of pdf notes, audio and video lectures, link for different educational sites etc. Under the harsh situation of COVID-19 our teachers could be able to complete the course of study as well as to conduct online examinations during the session 2019-20. Similarly in the session 2020-21, from the very beginning by using the ICT we could be able to complete the most important step of the session that is admission process without any dispute. In the same way, using the whatsapp media and google meet app every teacher has taken class regularly and completed 100% syllabus in time. With the use ICT we have not only conducted the teaching-learning process but also organized many numbers of webinars.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

10

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

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

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

89

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

**Internal assessment is an integral part of the comprehensive assessment of the students. Our institution follows the process of**

internal assessment, analyzes the process and eventually adopts the reformative measures which are concluded after analysis of the internal assessment. We schedule all the modes of internal assessment in advance and notify it in the Academic Calendar. Generally we use modes of assessment as interaction in the class, Unit Test, Assignments, Practical and Project Assignment, Assignment and Presentation of student Seminar and Quarterly and Half Yearly Examinations. The answer sheets of Quarterly and half Yearly Examinations are shown to the students to discuss and clear their doubts regarding the evaluation. It helps the teacher and the students in analyzing the learning level and shortcoming in the part of the students. The results are analyzed by the special committee of Academic council to take reformative measures for better performance of the students. As per the guidelines of Affiliating university internal assessment is given weightage of 10% of theory marks in UG classes and 20% in PG classes for the annual promotion. This strategy compels the students to participate positively in the internal assessment measures.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>

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

Our institution keeps close monitoring on all the steps of Internal/External Examinations through the committee of academic council. The external examination (Annual/Semester) is supervised by the Affiliating university itself. The grievances that we receive before/during/after the external examinations are well coordinated by the institution to put before the authorities of university to take needful action. The institution keeps close monitoring so that, the grievances get resolved well in time and does not affect the further process of student's appearance in the examination. Regarding external examination we mostly get grievances related to schedule of examination, discrepancy in the admit card, question paper and mark sheet. Our institution itself takes efficient initiative to send the grievances to university to have the solution as early as possible. We rarely receive any grievances regarding sitting arrangement, furniture, lightening, drinking water arrangement, invigilation etc. as because we conduct the examination with well-planned manner.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Our institution has taken responsibility to make the students not only academically sound but also imbibing social, cultural, and emotional aspects on them too. The students are molded to pass excellent academic and intellectual skills. They are nurtured to attain strong basic knowledge in the field of study. All the core courses of each academic programme are based on preparing academically proficient graduates. Through the activities conducted by NSS and Red-cross committee we try to prepare the students to be socially conscious, sensible and proactive. In the coordination with IQAC almost every department of the college organizes lectures, seminar and work shop based on life skill. The language departments arranges many competitions to improve the communication skill of the students. To develop social cohesion among the students our institution arranges social programs on the occasion of teacher's day, saraswati puja, birth and death anniversary of our renowned personalities as well as welcome programme for new comers and farewell programme for super seniors. The programme outcomes, programme specific outcomes and course outcomes are stated and displayed on the institutional website as PO, PSO and CO. The course outcome of every department is described clearly in the syllabus of the department.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

The performance of the students and teaching learning methodologies practiced in any institution gets a litmus test through the performance analysis. The performance of the students includes not only his/her merit position in the examination but it includes many other aspects specially, their personality and capability to accept the challenges and to use the opportunities for livelihood, how they utilize their potentials for serving the society and nation, how much they are capable to work with stress to solve the problems which they face in life. Our institution takes first step to evaluate the attainment of programme outcomes and course outcomes by analyzing the results of the semester and annual examination through department wise. A report is also made for the outcomes and even the lacking whatever there are. The sole aim being the improvement in the results and finding out the reasons for shortcomings if any. The action taken report is also submitted and discussed at this forum so that, much more satisfying result can be achieved in the future examination.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

596

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.gdiscakaltara.in/Content/141_299_DocScanner%20May%2017,%202023%2011-33%20AM.pdf">http://www.gdiscakaltara.in/Content/141_299_DocScanner%20May%2017,%202023%2011-33%20AM.pdf</a>

**2.7 - Student Satisfaction Survey****2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

[https://docs.google.com/spreadsheets/d/1Ilz8wiO\\_AUXOidz-KgqocyGhav\\_cPxaU/edit?usp=share\\_link&oid=102095026512728918074&rtpof=true&sd=true](https://docs.google.com/spreadsheets/d/1Ilz8wiO_AUXOidz-KgqocyGhav_cPxaU/edit?usp=share_link&oid=102095026512728918074&rtpof=true&sd=true)

**RESEARCH, INNOVATIONS AND EXTENSION****3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

0

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

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>

### 3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Being a predominantly Under Graduation and Post Graduation Institute the college created and supports Ecosystem for innovations in a limited manner, but it appreciates and plays an encouraging role in promoting an Ecosystem for innovation among the faculty members and students. This spirit of innovation encompasses various outreach programs for the creation and transfer of knowledge. Our institution has PG Programme in Hindi literature, Sociology, Economics, Political Science Commerce, Chemistry and Mathematics where the faculties tries to encourage the students of these PG programs towards higher studies specially in the field of research. The institution tries to conduct research oriented Seminars and Workshops of Institutional level, State level and National level to enlight the students in various fields of knowledge. Many departments have conducted offline/online lectures, workshops and seminars by inviting various renowned personalities who has got their expertise in their particular fields. The interaction of the students with teachers of other institution gives exposure to the distinct ways and manners.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

3

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

**3.3 - Research Publications and Awards****3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year****3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

3

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>



### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The students of the this institution come from nearby villages so, they well aware about rural standard of living and the problems that nearby villagers face as well as the possibilities of improvements of standard of living of the villagers. The institution always tries to engage the students to serve the society, sensitize them to the issues of the society and to act and add in the development of the society. The college has been ensuring learning through extension service under NSS, Red-cross and the departments under the supervision of the devoted faculties. Under the coordination of the faculties department undertake small activities that cause a significance change in society. Departments also carry out their subject related outreach activities from bridging the gap fromlab to land. Thus these activities sensitize students to social issues for their holistic development and impact thereof. Every year NSS organizes 7 days' NSS camp in the nearby villages. The NSS cadets undertake social awareness program to bring awareness among them, educate the rural people for sanitation and hygiene, cleaning the village is done during the camp. Sensitize villagers on gender and other social issues, advocate girl education etc.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/149_300_DocScanner%20May%2019,%202023%2012-51%20PM.pdf">http://www.gdiscakaltara.in/Content/149_300_DocScanner%20May%2019,%202023%2012-51%20PM.pdf</a>
Upload any additional information	<a href="#">View File</a>

**3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year****3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year****3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

4

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year****3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

4

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

0

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

##### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

### INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 - Physical Facilities

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

The infrastructure of the institution is arranged by the state government and its organization for which the institution regularly sends requisition for its up gradation to the state government. The infrastructure available at present is inadequate. Time table for the classes is prepared using whole duration of time in such a way that every class finds its functioning every day for all the subjects. Classes of Science subjects and Commerce subjects are conducted in the main building where as classes for Arts subjects are conducted in the new building. The institution has laboratories for Physics, Chemistry, Botany and Zoology for UG classes as well as Chemistry lab for PG classes also. There is a computer lab with sufficient numbers of computers for PGDCA and DCA classes. For time being the theory classes of PGDCA and DCA are managed in the conference hall nearby the computer lab. The college has a girl's common room with availability of all the basic needs of the girls. The college has sufficient numbers of washrooms for the boys, girls and staff. The conference hall is equipped with Overhead projector and Smart Board. The college has four LCD Projectors to promote the ICT based teaching.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/36_263_Infrastructure%20Geo%20Tag.pdf">http://www.gdiscakaltara.in/Content/36_263_Infrastructure%20Geo%20Tag.pdf</a>

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

The college campus covers over 16 acres land in which the college building is constructed in a fractional part. So the college has a big area left for the sports activities. The college has a big sports ground with Cricket and Basketball court. A big Indoor stadium is under construction in which Table Tennis, Badminton, Carom, Chess and some other sports activities can be conducted. A large Open and Indoor Stadium has been fully developed by the Municipal Corporation Akaltara in the adjacent to the college campus where the college allowed to conduct its sports activities. Gym facilities and Swimming Pool are also available in the same Stadium. The college has a big lawn in the main building which is maintained

with greeneries and it is used for small college gathering like YOGA, cultural activities in small scale, Induction Program, Students' Open session etc. The departmental activities like Lectures, Seminar, Workshop etc are conducted in the Conference Hall. The cultural Program on the Annual Function is arranged in front of the college building to utilize large open space to accommodate viewers in mass.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/31_263_4_1.2%20Geo%20Tag%20for%20sports%20and%20cultural%20facility.pdf">http://www.gdiscakaltara.in/Content/31_263_4_1.2%20Geo%20Tag%20for%20sports%20and%20cultural%20facility.pdf</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/32_263_4_1.3%20ICT%20Equipped%20Rooms.pdf">http://www.gdiscakaltara.in/Content/32_263_4_1.3%20ICT%20Equipped%20Rooms.pdf</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The institution has central library with collection of about 28 thousand books. These books include Text books, Reference books, Journals, and books for Competitive examinations. Books are issued to the students of UG classes through library card in the rotation wise from Monday to Saturday. The central library has a Reading room attached to it where students and staff can read library books, Journals, Magazines, Newspapers as well as books of Competitive examinations. Distribution of books for PG classes is managed by the departments. The students are allowed to have issued a set of 3 books at a time and can keep it for maximum 15 days. The library is partially automated by using ILMS (Integrated Library Management System) koha. Due to the very huge collection and lack of manpower, the database creation of library books and other resources are under pipe line. ILMS Koha including various modules- Circulation, Patrons, Advance search, Lists, Authorities, ILL requests, cataloging, serials, Acquisitions, Reports, Tools, Koha Administration, About Koha. After completion of library resources database, we will be able to access library books through OPAC.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="http://www.gdiscakaltara.in/Content/154_303_4.2.1%20Library%20Document.pdf">http://www.gdiscakaltara.in/Content/154_303_4.2.1%20Library%20Document.pdf</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**D. Any 1 of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

71500

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

32

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The institution has adopted IT facilities since 2014-15 in the campus. The college campus is already equipped with Wi-Fi and CCTV Surveillance. The college has developed smart classrooms in the department of Physics, Botany, Zoology, Computer Science and Conference Hall with LCD Projector, Desktop, Laptop, Smart Phone

etc. During last academic session 2020-21 all the classes have been taken through online for which all the teachers used laptop and smart phone in the class. Mostly science teachers use LCD Projector in the class for Power Point Presentation whenever it is required. Student seminar of the PG classes in Mathematics and Chemistry are conducted through Power Point Presentation. There are about 22 computers available in the Computer Lab. Office of the college is equipped with Desktop & Laptop with BSNL Broadband facility to discharge almost all the official activities online. The college Email ID is gdiscakaltara@gmail.com and its Website link is [www.gdiscakaltara.in](http://www.gdiscakaltara.in). Automation of the college library is under process. The college has registered for INFLIBNET subscription. Almost all the students of the college have smart phones with Social Media App. (WhatsApp, Telegram) installed to have easy communication with the college as well as participation in online classes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/155_303_Doc%20May%2023%202023(2).pdf">http://www.gdiscakaltara.in/Content/155_303_Doc%20May%2023%202023(2).pdf</a>

#### 4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure



**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institution has several committees which are entrusted with the task of maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex computers, classrooms, staff rooms, common rooms, conference hall, college campus etc. Staff Council committee has been constituted under UGC schemes formaintaining and utilizing physical, academic and support facilities. There is a purchase committee which take care of all the purchase activities related to academic, support and any other facilities. Library Committee is meant to take care of library related activities. Sports committee is formed to guide the Sports department in various areas. The maintenance of physical facilities are done by PWD of the state government. The maintenanceof other support facilities like laboratory, library, sports complex, computers, classrooms etc. are done by the institution through various mode of expenses. The college deploys Building construction committee headed by a senior faculty member to monitoring theoverall maintenance etc. Different committees are constituted and the members of the committee are to look after the maintenance of garden, green campus ,furniture,PWD works, drinking water facilities maintenance, internet and wifi facility, CTV,Cycle stand, computer lab, Parking zone etc. Some manpower are appointed to maintain the cleanliness of the campus through JanbhagidarSamitifund.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/156_303_Doc%20May%2023%202023.pdf">http://www.gdiscakaltara.in/Content/156_303_Doc%20May%2023%202023.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

1273

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**C. 2 of the above**

File Description	Documents
Link to Institutional website	<a href="http://www.gdiscakaltara.in/Content/151_304_add%20info.pdf">http://www.gdiscakaltara.in/Content/151_304_add%20info.pdf</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

0

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**C. Any 2 of the above**

**mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

12

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

102

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

1

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year**

**5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

Every year the institution forms a committee of Student Union involving the students' representatives who are either selected by the election or selected by nomination on the basis of merit in the academic performance in the previous year. As this body is constituted by students' as well as class representatives, so it has close concern with all the students and their satisfaction, need and problems. Student Union is one of the most active body which contributes and engages itself in various administrative, co-curricular and extra-curricular activities. As per the new guidelines of NAAC related to the formation of IQAC of the college, we have given representation of student in the committee. There are various committees formed by the institution providing place for the students for smooth running of the college in the academic, co-curricular and extra-curricular activities point of views. The committees which operate the matter directly concern with the students have the students' representatives as members of the committees. Student Union, NSS and Red-cross, these are the committees which are operated by the students themselves under the supervision of the Professor In charge as a coordinator.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/152_304_DocScanner%20May%2021,%202023%206-51%20PM.pdf">http://www.gdiscakaltara.in/Content/152_304_DocScanner%20May%2021,%202023%206-51%20PM.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution**

participated during the year (organized by the institution/other institutions)

### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

7

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The Alumni Association is continuously functioning in this institution and the registration of the association is under process. The general meeting of the Alumni Association is called once or two times in a year. During these meets achievements, progress and plans are shared and feedback is taken which is taken in consideration while preparing the plan. As the Alumni Association also reflects the attainments of the program outcomes of different programs and we have various eminent personalities who are serving in different fields with different capacities. The members of the Alumni Association think about their responsibilities towards the college and they are totally devoted to assist the college whenever they are called. They regularly involve themselves and provide us valuable suggestions related to many spheres of the curricular, co-curricular, extra-curricular and certain other activities of the college. Many alumnae are members of some other committees of the college like IQAC, Janbhagidarisamiti etc, so they contribute to shape the policies and overall development of the college. Some of the teachers in the college are also alumnae of the institution; some of the former faculties are also part of Alumni Association who have contributed significantly to the development of the college.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/153_304_DocScanner%20May%2022,%202023%201-49%20PM.pdf">http://www.gdiscakaltara.in/Content/153_304_DocScanner%20May%2022,%202023%201-49%20PM.pdf</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution is functioning and excelling in various fields under a good leadership. Relentless efforts are being made to apply the mission of the college to fulfill the vision. The administrative work of the college is decentralized and functioning through different committees.

To sustain the academic environment of the college throughout the year, every department of the college engages the students in the classroom teaching, student seminar, practical work, field trip, projects etc.

NSS, Red-cross, Sports, student Union, Career Guidance Cell etc. give students ample opportunities for personality development by organizing various co-curricular activities. By this way the institution enables the students to stand themselves with the world wide panorama.

The college regularly organizes various need-based and value-based extra-curricular activities like Campaign Against COVID-19 as well as the institution celebrates special occasions by organizing value based activities. These efforts help the students for overall personality development.



NSS, Red-cross, Sports, student Union, Career Guidance Cell etc. give students ample opportunities for personality development by organizing various co-curricular activities. By this way the institution enables the students to stand themselves with the world wide panorama.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/133_299_6.1.1%20ADD.%20DOCUMENT.pdf">http://www.gdiscakaltara.in/Content/133_299_6.1.1%20ADD.%20DOCUMENT.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The institution follows the system of decentralization management. There are various committees formed which are coordinated by the senior faculties for the proper execution of the plans. Every committee meets regularly to assess the present status and to plan for its betterment. The Principal plays a leading role in the governance of the college. He along with the other members of the committees regularly observes the day to day working of the college administration and governance.

Purchase Committee, Internal Audit Committee, AF & Development Fund Use Committee, Uplekhan Committee, Finance Committee looks after the financial expenditure.

Discipline Committee, Women Oppression and Deterrence Committee, Anti-ragging Committee, Student Grievance and Deterrence Committee etc. looks after the maintenance of fearless atmosphere in the campus.

Student Union Committee, Sports Committee, NSS Committee, Red-cross Committee, Literature and Cultural Activities Committee help the administration to conduct co-curricular and extra-curricular activities in the association with the IQAC Committee.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/134_299_6.1.2%20COMMITTEES.pdf">http://www.gdiscakaltara.in/Content/134_299_6.1.2%20COMMITTEES.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution prepares strategic/perspective plan every five year for finance and sends to Joint Director Finance, Higher Education, Chhattisgarh, Indrawati Bhawan, Naya Raipur. This Institutional Development and Plan (IDP) is prepared by making the assessment of the feedback collected from stake holders of the institution. Before preparation of IDP the institution conducts the meeting with teaching and non-teaching staff of the college, students, Janbhagidari members, Alumni and parents. The nodal officers appointed for different committees of the college designs the quality policies which are implemented by various committees to achieve the decided goals. The institution is trying to excel in the field of academic and other spheres by providing sincere efforts of the staff and the students of the institution.

There are various committees specially IQAC, Academic Advisory Committee, Academic Audit Committee, PanchmukhiVikas Committee, Internal Examination Committee, Time Table Committee, Discipline Committee, Janbhagidari Committee etc. work together to improve the academic functions of the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/135_299_6.2.1%20Add.%20Document%20Nodal%20Officer.pdf">http://www.gdiscakaltara.in/Content/135_299_6.2.1%20Add.%20Document%20Nodal%20Officer.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The governing body of the institution is the department of higher education, govt. of Chhattisgarh. The administrative set up of the institution has been described through organogram. There are various committees of the college which function through its meeting and minutes implemented from time to time. The functioning of this institutional body is effective and efficient which can be seen through minutes of various committees.

Appointments and service rules are prescribed by the department of higher education, Govt. of

Chhattisgarh. Recruitment is done through CGPSC and by the secretary, department of higher education and, Govt. of Chhattisgarh. The various non-teaching posts are filled by the state government through VYAPAM. Teachers for self-finance courses are appointed through the college itself after approval of JanbhagidariSamiti. Every year government gives directive to appoint faculties (AtithiPradhyapak) against the sanctioned vacant posts. Promotion policies are also framed by the department of higher education, Govt. of Chhattisgarh. Janbhagidari committee is another important committee of making decisions for the development of college using its resources.

The heads of different departments supervise individual disciplines and lead the departments to work for fulfillment of the goals of the college. The Principal provides overall leadership and direction for the institution.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/136_299_6.2.2%20Add.%20Document.pdf">http://www.gdiscakaltara.in/Content/136_299_6.2.2%20Add.%20Document.pdf</a>
Link to Organogram of the institution webpage	<a href="http://www.gdiscakaltara.in/Content/137_299_6.2.2%20ORGANOGRAM.pdf">http://www.gdiscakaltara.in/Content/137_299_6.2.2%20ORGANOGRAM.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The institution functions under the department of higher Education of the state of Chhattisgarh.

There are various welfare provisions and schemes of the state government for both teaching and non-teaching staff: Official dresses for fourth class staffs and festival advance for all the staff. All teaching and non-teaching staffs are provided with temporary part final from GPF of three months which is maximum 90 thousands as per the Chhattisgarh state government rules. Gratuity, leave encashment is given after retirement.

One can avail the medical reimbursement facility as per the state government rules.

Pension benefits for the faculty appointed prior to the year 2004 and those appointed after year 2004 are eligible under the schemes of NPS.

Leave granted for attending National/International seminar/conferences by state

govt./UGC/DST/CGCOST/CSIR and govt. agencies.

GPF loans are also permitted for marriage of children, for purchasing of car, for construction of house, for settlement of other bank loans etc. to those who have completed 15 years of service. Travelling and goods allowance is permitted in case of administrative transfer.

Maternity leave, Paternity leave and Child care leave as per

government rules are also given.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/162_299_Letter1_Letter2_merged%20(13).pdf">http://www.gdiscakaltara.in/Content/162_299_Letter1_Letter2_merged%20(13).pdf</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

#### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal of teaching and non-teaching staff system is developed as per the guidelines of UGC with minor amendments done by the department of higher education government of Chhattisgarh.

Confidential Report (CR) is filled by the teaching staff, sports officer and librarian based on the work done during the session

along with the other academic activities such as participation in conferences, seminars workshops, guidance in research work, paper publication along with responsibilities of administrative academic and other nature shouldered during the session. This API based proforma is analyzed by the Principal and accordingly graded as GOOD, VERY GOOD, EXCELLENT AND ORDINARY to faculties & non-teaching staff. Duly marked CR FORMS are countersigned by the Additional Director of the higher education & Secretary of higher education Govt. of Chhattisgarh. The employee may ask to see his/her CR if he/she wants to know the grading.

Similarly CR form is filled by the non-teaching staff also but with different format than the teaching staff. This report is evaluated and remarked by the principal of the college and send to the Higher Education, Chhattisgarh.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/138_299_6.3.5%20performance%20appraisal%20system%20for%20teaching%20and%20non%20teaching%20staff%20(1).pdf">http://www.gdiscakaltara.in/Content/138_299_6.3.5%20performance%20appraisal%20system%20for%20teaching%20and%20non%20teaching%20staff%20(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every year departmental stock verification is done by the faculties of other departments. For example, the stock verification of chemistry department is done by the faculty of either Physics, Botany or Zoology department and so on. Similarly stock verification of Sports and Library department is done by the faculties appointed by the head of the institution.

The internal auditing committee monitors the expenses and checks the cash book throughout the year. Account section maintains Receipts & Payments, Cash Books, Ledger Books, Cheque Issue Register, Daily Fees Collection, Voucher and Bills.

The student tuition fees account, university fees account, special fees account along with the General NonSalary accounts, self-finance, Janbhagidariaccounts are audited by a chartered accountant

(CA) as per the Government rule.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/160_299_Doc%20May%2025%202023(1).pdf">http://www.gdiscakaltara.in/Content/160_299_Doc%20May%2025%202023(1).pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

**Amalgamated Fund - Fees collected from the students as the amalgamated fund is utilized in various**

**student centric activities like sports activities, Annual Function, Magazines, News Papers and other Periodicals in the Library, Security measures like CCTV in the campus, maintaining Wi-Fi in the campus etc.**

**Salary component: The government pays the salary of the faculties. Govt. of Chhattisgarh also gives an order every year to appoint the teachers against vacant posts at the beginning of the session on fixed wages.**

**In the self-financed scheme faculty and the staff are paid from the fee collected from the students of the course. Sufficient funds are budgeted for effective teaching-learning practices such as organizing seminars for the faculty, departmental seminars guest**



lectures and training programmes.

Scholarships - The College caters to the reserved category and financially weaker sections of students in terms of scholarships, which is given by Govt. of Chhattisgarh. We take care that these students get the scholarship in time.

Award to students - Every year, on the birth date of Dr. Indrajeet Singh (The College is named after him) a cash prize is given to each faculty topper student.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/161_299_annual%20statement.pdf">http://www.gdiscakaltara.in/Content/161_299_annual%20statement.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

In IQAC members nominated are from Senior Administrative Officer, Society, Students, Alumni, Employers and Faculty from every department of the college. The Principal of the college is the Chairperson and a senior faculty member of the college is

nominated as the coordinator of IQAC.

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. In the meeting of IQAC various strategies for the development of the college are discussed, formulated and administration of the college take initiative to implement it.

The IQAC of the college functions and plans for overall development of the students based on different dimensions ie. Academic, Co-curricular, Cultural and Extension activities. The

cultural dimension focuses on programmes that inculcate Indian tradition among students like

Saraswati Pooja, celebration of the National Festivals, welcome, farewell of students, etc. Social dimension focuses on programmes related to creating awareness, social services in nearby villages

and outreach activities.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/139_299_6.5.1%20Add.%20Document.pdf">http://www.gdiscakaltara.in/Content/139_299_6.5.1%20Add.%20Document.pdf</a>
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Institution reviews its teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental implement in various activities.

To serve the above mentioned duties the IQAC conducts regular meetings to assess and discuss over the state of affairs related to the present scheme being followed and their strength and weakness in order to decide the future course of action for quality improvement.

In the IQAC meeting the response and the valuable suggestions from the members are invited and noted in the minutes of the meeting. Reasonable and implementable suggestions take the shape of future plan.

Some of the important suggestions of the committee implemented by the college administrations are:

- (1) Use of ICT to conduct teaching learning process during COVID-19 pandemic.
- (2) English proficiency programs by implementing add on course in the college.
- (3) Motivations to students for maximum participation in the internal exams.
- (4) Improving the competency of the students in the competitive examination by implementing add on course.

File Description	Documents
Paste link for additional information	<a href="http://www.gdiscakaltara.in/Content/140_299_6.5.2%20Add.%20Document.pdf">http://www.gdiscakaltara.in/Content/140_299_6.5.2%20Add.%20Document.pdf</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.gdiscakaltara.in/Content/141_299_DocScanner%20May%2017,%202023%2011-33%20AM.pdf">http://www.gdiscakaltara.in/Content/141_299_DocScanner%20May%2017,%202023%2011-33%20AM.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co- education institutions and aware of the blurring issues of gender equality . College is aware and sensitive towards women issue some of the committee involved in regard are women cell, anti ragging cell ,discipline cell and harassment cell.

Women empowerment cell:-WEC is active in the college it organizes various events on awareness and issues like women hygiene and health ,financial investment,cybercrime, selfdefense, law related to women

rights. College staff motivate them to lead a good life.

Different committees :- the institution has different committees such as anti ragging committee student grievance committee , harassment committee, gender equality committee which work for resolve the student problems.

Common room:-common room with an attached washroom is the primary facility required for girls student to meet their personal needs. As such institution has provided a spacious common room to girls student which adequate sitting facility, sanitary napkins vending Machine, newspaper, carboard ,chasse board , magazine are made available to the girls in the common room.

CCTV camera:-24 hours CCTV surveillance is maintained in the college it helps to keep a check on anti social activities. Activities of student and other employees in the college too. Remain cautious about the surveillance.

File Description	Documents
Annual gender sensitization action plan	<a href="http://www.gdiscakaltara.in/Content/144_306_gender%20sensitization%20action%20plan%207.1.1%20(1).pdf">http://www.gdiscakaltara.in/Content/144_306_gender%20sensitization%20action%20plan%207.1.1%20(1).pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.gdiscakaltara.in/Content/145_306_7.1.1%20special%20facility%20(1).pdf">http://www.gdiscakaltara.in/Content/145_306_7.1.1%20special%20facility%20(1).pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

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

To reduce waste at college students and teaching and non teaching staffs are educated on proper waste management practice through lectures advertisements on notice board displayingslogan boards in the campus . Waste is collected on a daily basis from various source like departments,office,labs, classroom,canteen,college ground and library and is separated DRY and WET waste.Color coated dustbins are used for different types of waste

**SOLID WASTE MANAGEMENT** - Waste material like plastic broken glass ware, papers is collected from office and departments labs and sold out to scrap vendor from time to time.

**LIQUID WASTE MANAGEMENT** - Our campus has got well developed underground septic tank to collect liquid waste from toilets and bathrooms.

**E-WASTE MANAGEMENT**- Our Institution has very few numbers of Electronic gadgets so, we didn't face the problem of E-waste. Moreover our college has agreement with Shriram computers Akaltara formaintaining the electronic gadgets available in the college.

**HAZARDOUS CHEMICAL WASTE**- The College has Chemistry UG and PG lab separately. Students are regularly advised to use chemicals carefully and disposing off of chemical waste properly. The chemistry lab hasarranged different containers to collect different nature of chemicals separately. To aware students poster and flex banners arealso displayed on wall.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

#### 7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p><b>The institute is protectively taking efforts in providing an inclusive environment the initiatives are to promote better education upliftment of the needy and set communal harmony institute has conduct lectures on inclusive education, environmental and ethical awareness. College always been at the force front of</b></p>

sensitizing student to the cultural ,regional,linguistic, communal and socio economic diversity of the state and the nation.

The institute celebrates cultural and regional festivals like international women's day, constitution day, National youth day, National voters day and human rights day.The gender equality focused on equal access opportunity rights for women and man. Policy for the differently abled people and sure that every single member of department is aware of the care to be shown to the differently abled people. The annual function includes the programs related to the culture of our state and country like regional culture act, dance ,drama ,making food Rangoli mehndi etc. save girl child. Play an effective role to spread awareness in the society the institution have many committee like anti ragging women empowerment ,discipline committee on which any related concern monitored and maintained the most important thing is that the college has never observe any incident based on religious discrimination.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Institute believe in giving holistic all round education to students. Sensitizing students and employees of the institution on our constitutional rights values duties and responsibilities is one of the primary educations given at the institute through various means.

Sensitization of students and employees of the institution to the constitutional obligation is done through curriculum as well as through extra curricular activities Many of subjected offered have topics like professional ethics, gender and human value, Indian society problem, democracy, Liberty, equality ,human rights, fundamental rights and duties, environmental issues and awareness which are sensitize the student about constitutional obligation. The University has introduced a compulsory paper on the constitution of India at degree level to create awareness and sensitizing the student and employee to constitution obligation.



Also all students at UG level take a course on environment studies and human rights in their academic year which gives them insight to environment act, wildlife protection act, forest protection act, global environmental concerns and human rights. In addition to these many regular programs are conducted by women empowerment cell of institute educate women's about their rights.seminar and workshop conducted on days of national importance on various rights, duties and responsibilities of citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="http://www.gdiscakaltara.in/Content/147_306_7.1.9%20%20details%20of%20activity.pdf">http://www.gdiscakaltara.in/Content/147_306_7.1.9%20%20details%20of%20activity.pdf</a>
Any other relevant information	<a href="http://www.gdiscakaltara.in/Content/148_306_sensitization%20photo%207.1.9%20(2).pdf">http://www.gdiscakaltara.in/Content/148_306_sensitization%20photo%207.1.9%20(2).pdf</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

**Institution celebrates organized National and international**

commemorative day's events and festivals. National day celebration plays an important role in planting seed of nationalism and patriotism among student during academic years. The faculty staff and students of the institution all come together under one umbrella to celebrate this occasions and spread unity, peace, love and happiness throughout.

**REPUBLIC DAY:-**Institution celebrates republic day on 26th January every year spreading message that India is the largest democratic country in the world and commemorating the adaptation of Indian constitution.

**INDEPENDENCE DAY:-**is celebrated every year on 15th of August flag hasting is organized and national anthem is recited by the staff and students. The institution encourages students to remember our national leaders and their sacrifices.

**NATIONAL VOTER'S DAY:-** Is celebrated on 25th January where in the students are given awareness on there duties and rights as a loyal citizen

**INTERNATIONAL WOMEN'S DAY:-** Is celebrated on 8thmarch to promote gender equality and to aware female student about their fundamental rights ,cyber crime,health, financial investment self defense and hygiene.

**INTERNATIONAL YOGA DAY:-** is celebrated on 21st June to improves strength, balance and flexibility and physical and mental health .

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

Our institution is committed to develop best practices among the students. As the institution is very much conserved with empowering of girl lerners. We conduct different activities like self defence

courses for the girls, health awareness, counseling with girls students to assess their problems regarding studies and others, lectures etc.

We are also very much concerned about the conservation of energy as we follow the ethic of save energy for a day means produce energy for a day. We go for regular energy audit every year. We make discussion in the class to aware the students about the importance of energy and power. We communicate some simple strategies to students to save energy.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.gdiscakaltara.in/Content/146_306_best%20practice%20%207.2%20(1).pdf">http://www.gdiscakaltara.in/Content/146_306_best%20practice%20%207.2%20(1).pdf</a>
Any other relevant information	<a href="http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf">http://www.gdiscakaltara.in/Content/142_300_No%20Documents.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

**INSTITUTIONALDISTINCTIVENESS EDUCATING GIRL STUDENTS .**

"If you educate a girl child, you educate a generation" and this quote is applicable to Dr.Indrajeetcollege akaltara when we perceived in terms of women empowerment. About 67 % students are girls who are getting education in this institution . In this context , college is distinct in the entire district as the number of girls students enrolled has outnumbered the boys.It is very much important in the over all progress and development of the institution through serving the girl student by educating them . The women empowerment cell of the college celebrates international women's day every year to create awareness amongst the girlsand to build confidence to them to face the betel of life . Various well-known personalities are being invited for the guidance on several issues related to girls various seminar workshop are conducted.

Department of physical education has been giving them opportunity to actively participate in kho -kho, Badminton ,Chess and Cricket etc.

Cultural cell provides them an opportunity to participate in various cultural competition at the college the college always considers the

student with very poor background student as a central input and strength of the institution.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Institution has already designed the plan of action and road map for the next academic year this includes -

1. To Implement the recommendations made by Audit Team which conducted Green Audit & Energy Audit, carried out by the Institution.
2. To create Additional Lecture Rooms by optimally utilizing the available space.
3. To provide resources required for Use of Technology to provide online course contents, video lectures, etc , to overcome space constraints.
4. To automate various Office, Library Administration Processes; 5. To make available all Information online on the College web-site relating to Admission, Examinations, Courses, Rules, Committees, Attendance, Activities, Programmes, Seminars, Workshops, Extension Activities, & Others.
- 6.To upgrade Library Resources to include digital content, which can be accessed by Students and Faculty online. 7. Digital Content in the form of Video Lectures, Study Notes, etc. to be made available on the web-site by Teachers.
- 8.To foster and strengthen relationship of Alumni with the Institution.
- 9.To encourage faculty to Organise Faculty Improvement Programmes, National and International Conferences. 10. To continue to organize Extension Activities for the benefit of the Society and to create awareness on various social issues.