



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Government College Dipka
• Name of the Head of the institution		Dr. Shikha Sharma
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		8435575187
• Mobile No:		9406035998
• Registered e-mail		deepkacollege@gmail.com
• Alternate e-mail		sharmashikha311260@gmail.com
• Address		Pali Road Jhabar, Dipka
• City/Town		Korba
• State/UT		Chhattisgarh
• Pin Code		495452
2.Institutional status		
• Type of Institution		Co-education
• Location		Rural
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	Atal Bihari Vajpayee Vishwavidyalaya Bilaspur				
• Name of the IQAC Coordinator	S.K.Rathore				
• Phone No.					
• Alternate phone No.	7999976381				
• Mobile	6260413197				
• IQAC e-mail address	sanjivkumarrathore529@gmail.com				
• Alternate e-mail address	jaidew.knc@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	--				
4.Whether Academic Calendar prepared during the year?	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.14	2022	12/04/2022	11/04/2027
6.Date of Establishment of IQAC			05/03/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institutional 1	All budget	Government of Chhattisgarh	2020-21	1090816	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
To promote N.S.S. students to take part in corona pandemic duties.		
To initiate all the teachers and students to use of ICTs for online classes		
To initiate teachers to participate Refresher courses, webinar.		
Covid awareness messages put on the college website.		
To aware all staff and students about prevention and cure during covid pandemic		
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		
Plan of Action	Achievements/Outcomes	
use online classes for college students	Education was continue without any break during pandemic period	
using M.O.U. for online classes during pandemic period	Continue study for students from neibering college	
To take part in seminar ,workshop, Orientation and Refresher courses	Active participation of teachers	
Planning of pandemic awareness in society	During covid pandemic active participation of students in social awareness	

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
2020 - 21	08/01/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1

3

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **418**

Number of students during the year

File Description	Documents
Data Template	View File

2.2 **136**

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **108**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **11**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **23**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	3
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	418
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	136
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	108
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	11
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	23
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	13
Total number of Classrooms and Seminar halls	
4.2	10.43751
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	16
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Different steps which are followed by govt college Dipka to ensure effective curriculum delivery through a well-planned and documentation process are as follows:-

- During pandemic period to ensure proper and regular teaching -learning purpose online platforms like Google meet, Cisco and zoom is used and continuous evaluation is done by taking unit test through whatsapp app . Some urgent messages were also displayed on the College Website.
- At the beginning of the academic year Online Staff council meeting is held with staff to discuss about the better course planning and use of ICT's for the current academic session. And every teacher prepares teaching plan for their subject.
- Professors dictate and provide the information about current syllabus directly in online class. All teacher's maintain

daily diary for effective academic planning, implementation and review of the curricular activities.

- Use of ICT to make the teaching learning process more effective learner-centric. YouTube assisted learning, & Problem-Solving method are also used for effective curriculum delivery.
- Faculty members and some students have been provided with unique user ID and password for accessing N-LIST.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- In the beginning of the academic year, academic calendar is published by the University for Respective Course. Through video conferencing the institution ensures effective time management and strictly follows timeliness given by the affiliating university. The Institute carries out effective planning to adhere academic calendar.
- assessment (unit test) of students by whaats app and assessment are marked out according to university norms. Tests are conducted in evenly spaced out intervals to avoid pressuring the students with too many examinations. These marks are also utilised to identify the weaker students and conducts bridge classes to improve their performance before the annual examination.
- The assignments given to the students covered various topics relevant to social issue. This helps the students attain knowledge beyond the syllabus as these topics are not covered by the exams conducted by the university but are still relevant.
- The university communicates and provide guidelines by Notification to the college and the college enforces the same. In any condition, the academic calendar is strictly followed and completed by all faculty members.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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. 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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

1

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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)**00**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**00****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****418**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

The curriculum offered by the university addresses the cross cutting issues like Gender, Environment and Sustainability, Human Values and Professional Ethics.

Gender Sensitization:

- The college is sensitive and always motivates the female students to present their views openly.
- The topic of Gender sensitisation is already covered in sociology, political science in UG Course .
- Out of college campus student may submit their suggestion or complain about gender issue in college website.
- Girls and boys ratio in college is 2 : 1. This proves that

there is no gender issue in college and girls are completely safe.

Human Values and Professional Ethics:

College focus on human values and Professional Ethics among students in following ways-

- College Student are taught about human values in political science and sociology in online Class discussion on real life situations and Professional Ethics.
- Students Participate in co-curricular activities including community service.

Environmental Studies :

Institution is very environment friendly encourages and supports students to go with plans of protecting environment disposal of waste , plastic free campus, construction of water harvester and taken initiative to minimize carbon .

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

181

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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 sanctioned seats during the year

240

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

155

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Teachers review the academic performance of students from class lecture and discussion, unit tests, and previous board's results. This helps in assessing the number of advanced learners and slow learners amongst the students.

Special attention is given to the students in the extra classes, who are identified as the weaker students. Doubt clearing session and personal difficulties regarding the subject are solved in the extra classes.

In the beginning of the session fundamentals are taught for the better understanding of the subject.

Concepts which are tough and could not be grasped easily are repeated in consequent classes. Sometimes the students are encouraged to do a presentation before the class so that her level of comprehension could be increased and teachers could rectify their problems.

Motivational classes are conducted to improve the mental ability of student to analyze problems and to encourage student to attend classes regularly. Motivating them For independent learning, digital library facility is provided. Motivation to appear for competitive exams is given and with that purpose in mind the college library is also well equipped with books related to General Knowledge.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
418	11

File Description	Documents
Any additional information	View File

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

The institution has made regular effort to shift from the traditional teacher -centric approach to a student-centric one. The teachers act as facilitator and students play an active role in the learning process. The teaching techniques are mapped as per the needs of students.

Various Activity-based techniques adopted by the faculty members are listed below:

- **Lecture method and Interactive learning:** these are the effective methods Students and also encouraged to actively participate and interact during the lecture hour by getting the doubts clarified on the spot.
- **Project-based learning:** this learning method engage students mentally and physically they actively online participate in this method..
- **E-Learning/ICT:** In modern era Efforts are made to maximize the use of Modern resources and aid to improve the quality of teaching in the class using different online platform .
- **Experiential Learning:** Students learn from their experiences during various learning activities assigned to them like seminars on course topics, assignments, preparation of informative display posters etc.
- **problem solving:** it improves mental ability and problem solving abilities of student's are enhanced by assignments related to respective course subjects in theory sessions

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Now a day ICT is very useful resources to, exchange and present information responsibly and without any discrimination.using ICT users can quick access of ideas and experiences from a wide range of people, communities and cultures .

Following are the best and innovative practices undertaken by the faculty members for improving teaching and learning experience:

Mobile as teaching tool.

Audio vedio tool.

Power Point Presentation

U tube assisted teaching

Use of whats app for document sharing.

Modern teaching aids like Multimedia, Projectors, and Internet enabled Computer systems are used for class room instruction as well as other student learning experiences. Our teachers also take online classes through Cisco and Google meet platform. They puts study materials like-lecture video, pdf in www.cgschool.com & u tube and share its link to students and encourage students to access internet because use of internet develop self understanding capacity in students n helps in clearing many doubts.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

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)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

2

File Description	Documents
Any additional information	View File
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)	View File

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

24

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

The Internal Assessment system is carried out in a systematic manner and is transparent. Such instructions are read in online class and copy of the same is displayed on the students by whats app. the syllabus of internal assessment communicated to student well in advance .

A detailed academic calendar is available on university website. It is also shared to students through whats app. Thus, students know about the dates of examinations well in advance and they can plan their study accordingly.

Students are made aware of various parameters of Internal Evaluation system. The internal marks are based on the unit tests ,sectional test and pre university exam.

The evaluation parameters are informed well in advance to students at the beginning of the session . After the evaluation, the marks are shared to students by whats app for verification .

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The Institute handle two types of examinations, Internal Examination and External Examination.

External Examinations are conducted by the University and the

Internal Examinations are conducted by the Institute.

As part of Internal Examinations, internal assignment and pre univ. examinations are conducted. The examinations are conducted with care given to transparency and fairness.

In internal examinations The question papers are prepared by the respective teachers. two sets are prepared and one set randomly selected on the day of examination. This ensures fairness and removes the chance of usage of unfair methods.

In University Examinations The hall tickets are issued to the students well in advance. Any grievance related to the hall ticket like printing of wrong name or delay in issuance is addressed by the exam superidendant. The exam superintendent immediately looks into the matter and takes necessary actions. The issues of the students are dealt with high priority and solved as soon as possible.

In online Examinations student can download question papers through University portal and question papers are shared in whats app also according to time table.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Program Outcomes(Pos)and Course outcomes (Cos) are disseminated to all the stakeholders through various means. POs and POs are displayed on institute's website, various places of the campus like corridors, Laboratories, Faculty rooms, etc.

The following platforms are used to disseminate the POs and COs to the stakeholders.

Online Parent Teacher Meeting

Online Alumni Meeting

Program Outcomes(Pos)and Course outcomes (Cos) are communicated to students in different platforms like Zoom, Google meet and shared in social media like whats app.

Program Outcomes(Pos)and Course outcomes (Cos) are available in College website where any body may open and read.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

Institution runs three traditional programs: art, science and commerce. Every class teacher discuss about Co and Po at beginning of students three years journey.

Direct assessment- the parameter of direct assessment are result of previous class, first unit test taken by class teacher, class discussion, practical knowledge etc.

Indirect assessment – parameter of indirect assessment are participation of students in extra curricular activities in pandemic period.

On the basis of direct and indirect assessment slow learner and advance learner filter out among the student. Apart from normal activities-

slow learner are given remedy like extra classes, online lecture by eminent persons of other college.

Advance learner are promoting for preparation of competitive exam, progression for higher education, giving N-list facilities ,carrier counseling.

Attainment of CO and PO are evaluated in following parameters-

·Performance and regulation of the students in online class ,internal evaluations, and external evaluations.

·Assignments, Unit Tests and university assessment are substantially helping to evaluate the CO & PO outcomes.

·feedback of student helps to evaluate whether students have properly perceived the content of the curriculum.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

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

108

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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://www.governmentcollegedipka.com/uploads/121.pdf>

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)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

00

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Govt.college Dipkabelieves in holistic development of students by infusing academic and social knowledge. In spite of pandemic periodstudents of institute conducts several interfaces between our students and different Parts of society.

The institute takes care of its social responsibility by conducting various programs like:

- N.S.S. students did teaching work for primary students under blue brigade mission.
- Some students of college make institution sanitize during pandemic period and run awareness about cleanliness
- N.S.S. students of college participated for vaccination

drive and village level awareness during pandemic period.

- Several student willingly participated during Blood donation done by college students.
- Students were aware about pulse vaccination programme and N.S.S. students participated during pulse polio vaccination in village level with an object of achieving hundred percent coverage .
- Old age awareness and Cleanlinessactivities by N.S.S. students

File Description	Documents
Paste link for additional information	https://www.governmentcollegedipka.com/uploads/128.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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

66

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

02

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 total land area available is 0.99 Acre only which is less than the prescribed by UGC. The carpet area of the amenities like girl's common room, toilets, library, sports room, yoga premises etc and The administrative area like-principal office ,staff room, examination control room, NSS office, Redcross room etc. are also less than the required area. The instructional area like classrooms, laboratories, library and library reading room, assembly halls, computer room, etc. are less than the specified area

All laboratories are inadequately equipped with equipment.. The Library with an area of 200 sqft has a seating capacity of 20 equipped with 03 PCs and using e-Resources for the benefit of its users. 05 LCD projectors are being used to make students enthusiastic towards learning the subject.

The institute has indoor , outdoor game facilities such as, table tennis, chess, weight-lifting,, Badminton and Carom and outdoor games facilities such as , cricket, football, Volleyball. kabaddi, , disc throw, javelin, etc. Institute has no play ground Govt.college dipka is shifted in its own building since 2014 and in 2015 college has got its boundary wall built and now we are marching towards green campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

Outdoor and indoor sports and games contribute significantly in grooming students. Qualities like leadership, team spirit, and competitive spirit can be inculcated amongst the students through such sports activities. Students are encouraged to participate in different sports/Games and cultural activities after pandemic period.

Sports and Games

but sport in charge Mrs Mamta Thakur, who takes responsibilities to manages and supervises students actively participating in various sports and games activities and competitions. students can play games like chess, caroms, table-tennis after teaching session in class room. Sufficient ground is available outside college premises for games such as, volleyball, throw ball, Kho-Kho, kabaddi, cricket , handball etc. court for badminton is made in front of stage inside the college premises. Due to pandemic period sport activities were not allowed.

Cultural Activities- in assembly halls occasions like fresher's day, Annual cultural activities, NSS cultural activities, SVEEP cultural activities , and on such other important occasions. These activities contribute to bring out talent among students, which help to build their overall personality by developing communication skills, leadership qualities and to be a constructive part of a team. Due to pandemic period Cultural activities was not allowed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

01

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library of the College was established in 2008. The college library has furnished room of 200.00 sq. ft area. It provides open access facilities which helps easy access and use of the library as a learning knowledge centre. Since the college noon session the reading rooms cum classes are available for the students after 11.00 am. The library has total 10324 text and reference books, various competitive books and newspapers. The library is having

active membership of INFLIBNET N-LIST which provides 6000+ e journals and 3200000+ e-books on various subjects. This is user ID and Password based facility for all faculty members and students if they need. The separate library cards are issued to all students for issuing text books, reference books and others. Separate computer provided to the library users for accessing N-list

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

0.97922/-

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

1

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college increased upon ICT in session 2020-21 academic and administrative session as evident from the following:

At present college has 14 updated computers, 05 printers, 03 photocopiers, 14 Ups, 04 webcam, Photography camera, CCTV camera and biometric machine in college premises. Every regular faculty has issued individual desktop PC in their department.,

Computer-student ratio in the college is nearly = 1:75 for teaching purpose

As teaching aid, there are LED projectors with facility for projection from pen drive via system.

College office is equipped with uninterrupted power backup via 300(150+150) watt inverter

College has wireless internet connectivity of 04 mbps speed which covered the entire campus. the campus has password protected wi-fi facility with one access point. LAN facility available in accounts department. Others computers are interconnected with LAN facility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

16

File Description	Documents
Upload any additional information	View File
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution**E. < 5MBPS**

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)****10.43751**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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 physical, academic and support facilities like classrooms, labs, assembly halls, Library, Sport room , N.S.S, red cross , office etc., There are college level committees that look after the various aspects of the utilization and maintenance of the physical, academic and support facilities.

Like

Red cross society Committee- look after Redcross

NSS Committee- look after N.S.S.

Library Committee- look after Library

Electrical maintenance & water management Committee- look after Electric maintenance of college

Classrooms & laboratories In case of requirement for maintenance such as lights, fans, benches etc will be attended by college maintenance staff.

Computers and allied Infrastructure: Routine computer maintenance, software installations, networking. Computer, LCD projectors and CCTV cameras maintenance and checking activity carried out by office staff.

Library, Sports and Games: The library in-charge is the in charge for handling all the maintenance works required in the library through maintenance staff. The sport officer in-charge takes responsibility for all repairs pertaining to sports equipment and courts.

Buildings and Infrastructure: Maintenance of buildings and related areas are undertaken by PWD. Electric, Carpenters, Plumbers and other service are maintained by janbhagidari head if any required.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

236

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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	https://www.governmentcollegedipka.com/uploads/122.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

00

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent 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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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**

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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**

00

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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**

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

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.**

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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)

The active participation of students in different committees empowers developing leadership qualities and make them self discipline. Institution facilitates students representation and time to time engagement in various administrative, co-curricular and extracurricular activities.

For all round development purpose Student of N.S.S. participating and organizing various activities related to academic, co-curricular and Extra-curricular activities, with the guidance of their in charge. College is very keen in encouraging students to participate in various academic and administrative committees. It improves the academic and administrative capabilities of a student.

The various student council and representative committees in college are:

- Students' involvement, representation and engagement in IQAC as Student representative member.
- there are specific committees such as NSS ,Cultural activities, excursion etc
- Students' representation in red cross society.
- Students' representation in Alumni Activity committee as members.
- Students' representation and engagement without any discrimination in Anti Ragging committee as representatives of students belonging to the fresher's category as well as senior students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

00

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	View File

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

Govt. college dipka came in existence from 2008 with under graduate courses. College has Alumni association since 2015 .registration of Alumni association is under process.

The main Contribution of Alumni association are:

To encourage the Alumni to take abiding interest regarding welfare and development of Institute.

To give proper guidance and support in placement activities for the students of Institute.

To mentor the students of the Institute for higher education, development of character and being Good citizen

To encourage and guide the students of the Institute on self-employment to become entrepreneurs.

To guide students of the Institute on various career options and support them through various activities such as direct interaction with students.

To promote computer and internet literacy among the society.

Our students and Institute are benefited in various fields such as alumni feedback, Online interaction with students and career guidance. Although members of alumni association are not financially strong. so there are no contribution of such types of financial support. The alumni association of Institute is not registered yet but It is our further planning of its registration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

Institute has vision and mission which are futuristic in nature.

Vision of the Institution:

Development of personality with higher education and ethical values

Mission of the Institution:

Preparation of programmes for educational and personality

development of students.

Internal Quality Assurance Cell (IQAC) and Janbhagidari committee (JB) with N.S.S. Unit, SVEEP, Red Cross Society, sport committee, play significant role in the Institute to focus on the needs of society by providing quality education.

Institute motivate students for pursuing higher education & faculties to involve in research. The institute is also aware about growing their ethical values by organizing health awareness events, Blood Donation, village adoption, cleanliness drive, etc. The aim of institution is delivering education using online platform.

The Principal of Institute is assisted by staff, faculty and coordinators of various cells/committees in decision making process of the Institute. IQAC has a well developed process to ensure quality parameters of scientific approach in students

To overcome the barrier bridge between theoretical and practical knowledge the use of ICT is one of the most significant tools for scientific approach among students.

File Description	Documents
Paste link for additional information	https://www.governmentcollegedipka.com/uploads/125.pdf
Upload any additional information	View File

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

The institute believe in participative management where all the faculties and students play important role. The Principal, as a representative of the institute, leads its faculty members in all academic matters and office staff also play important role in development of the institute such as admission, scholarship, financial department, establishment department, student section etc. Different committees have been constituted in the institute. Efforts are regularly being made by the authority to create sufficient environment and suitable platform for all-round development of the students.

The institute is based on a decentralized management operative process. A number of committees have been constituted by the Principal to run the institute properly and smoothly. Assistant professor of different faculties are in-charge of the respective committees. Co-curricular activities, student-centric extra-curricular and student-supporting activities have been operated with the help of in-charge of committee.

The institute has an Internal Quality Assurance Cell, which includes members from various stakeholders. IQAC meets at regular intervals and plays an important role in the implementation of its plans and policies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Govt. college Dipka is fully committed to provide quality education and personality development to its students. According to plan the institute has drawn a strategic plan and trying to implement it as much as possible for development of the same. The plan which has been formulated considering the least availability of land. Total area of college is only 0.99 acre, and built up area is 2000 squar. mtr. college continuously taking initiation for tree plantation in small available area.

The size and number of class room in college are less than required but it is managed by allotting classroom according to number of students and small size classes are taken in laboratory, redcross room, N.S.S. room. Although area of college is limited so there is no chances for expansion of infrastructure in ground area, therefore college put up their extension proposal towards collector Korba for construction in second floor of college building. Similarly lack of play ground is one of the major issue in College but college management temporary solved this problem by granting permission in gram Panchayat Jhabar to use gram panchayat land for college purpose.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.governmentcollegedipka.com/uploads/126.pdf
Upload any additional information	No File Uploaded

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.

Over-all structure of the college Management is categorized as “ACADEMICS” and “ADMINISTRATIVE”. The Institution has constituted various committees at institution level for the effective functioning of the organization. The objectives and functions of the committees are organized as per the guidelines of the head of the institution.

DUTIES AND RESPONSIBILITIES OF VARIOUS ADMINISTRATIVE BODIES:

Principal

Principal as a head of the administrative and teaching- learning process pays special attention for smooth functioning of administrative and academic activities..

Responsible for effective and systematic working of their departments.

Office in charge

Responsible for overall administration of the office work like student admission work, examination work, purchase activities, accounts and establishment activities.

Library incharge

Purchase and accessioning the same after purchase Classification and cataloguing of books Ensuring proper maintenance of books, journals, newspapers, Maintenance of devices and up-gradation of library service

IQAC incharge

IQAC prepare various programs .make Communication with parents, students and advice student's performance in regard to tests, internal assessment and attendance.

RULES, POLICIES, RECRUITMENT PROCEDURES, PROMOTIONAL POLICIES

Rules and policies are as per ugc and atal bihari Vajpayee wishvavidyalaya

The promotional policy of the college: The promotional policy of institute is transparent and impartial.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The following are the welfare measures extended to the teaching and non-teaching Staff of the college:

Extending NPS Scheme is implemented to all eligible members (as

per NPS Rules)

Extending GIS facility is implemented to all eligible members (as per Govt. Norms)

Welfare measures for Teaching Staff:

The faculty members are eligible for availing Casual Leave of 13 days, Medical leave- 20 days , optional leave- 03 days , Earn leave- 10 days per year and 07 days project leave. Vacation leave for teaching faculty are 15 days in a session.

On duty facility for attending workshops /conferences/seminars. Maternity leave to the women employees, for a period of 180 days and Paternity leaves for 15 days.

Welfare measures for Non-Teaching Staff:

As per the norms of CG Govt. recommendations are implemented

Service Conduct and Leave Rules are made available in the institute office

The Non-Teaching Staff are eligible for availing Casual Leave of 13 days per year and 07 days project leave. Earn leave are 30 days in a session.

Medical Leave is for 10 days. Paternity leaves for 15 days

Washing allowance provided for class-IV employees

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

02

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Institute has well designed performance appraisal system. It is implemented with the help of annual Performance indicator (API) which evaluates overall performance. Performance is self assessed and duly filled in API by Faculty and Staff at the end of every year. The performance appraisal system evaluates on following parameters:

Key points for Faculty Appraisal - ACADEMIC:

1. Teacher's Diary Updation

2. Students Academic Results

3. Project Guidance by Faculty

4. Encouraging students in inter-institute events

5. Individual Faculty Academic Responsibilities

6. Effective mentoring of students

7. Seminar/workshop/conference attended

8. Improvements in Teaching-Learning Process and Pedagogical Innovations

09. paper publication & presentation

10. Exposure on Magazines, Journals, Articles to be increased

Non-Teaching staff/Admin:

Self-appraisal of Non-Teaching staff comprises the following components:

Maintenance of Files

Maintenance of Registers

Assets/Stock Maintenance

Personal Attributes & Qualities

Leadership Attributes

On the basis of the above details, Principal evaluates the appraisals of the non-teaching staff and submits its recommendations for final decisions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

college has maintained a very transparent financial system in the institutions. There are well defined processes for sanction of budget to expenditure.

An internal approval system for all expenses is in place Accordingly bill/voucher is recommended by the Head of the Department and approved by the Principal . All the bills/vouchers are audited by an Internal Auditor on a routine basis. Proper record of all the expenses is maintained by the accounts department.

An external departmental udit was conducted by the office of Commisioner higher education on 16/6/14. Statutory financial audit is conducted from time to time for various budgets under UGC and RUSA through a chartered accountant. Then audited report is

submitted by chartered accountant

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)****00**

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

During new session the institute has a well-defined financial policy which ensures effective and optimal utilization of funds for academic, administrative and developmental activities which help to make true the institute's vision and mission. Financial Planning is prepared well in advance for the organization with efficient Budget involving the various Academic and Administrative Sections of the Institute. After reviewing of the budget by Principal and the final consolidated budget is forwarded by the institution for approval.

The institute has a cash inflow from tuition fee from students and other miscellaneous incomes like practical fees, sports fees and library fees etc.

We have purchase committees in place which ensures that the funds are monitored and utilized in an effective manner. The institution will review the financial activities through scrutiny of budgets Versus actual which will ensure whether the finance utilization is

going in correct direction.

We have different institute level committees for the optimal utilisation of resources:

College development Committee

Jan bhagidari Committee

Library committee

Sports committees

Cultural committee

Nss Committee

redcross Committee

ugc & rusa Committee

Purchase Committee

Electrical Maintenance & Water Management Committee

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The Internal Quality Assurance Cell (IQAC) is established in the institution to maintain and enhance quality of education. To ensure efficient functioning of IQAC, coordinator of the IQAC interacts with various functionaries and organises at least two meeting in a year and record its deliberation (vichar) and suggestion required if any in academic / administrative functions.

The IQAC of the institute is involved in drawing the quality policies for Teaching-Learning, Curriculum implementation, Student activities, innovation and all the extracurricular and co-

curricular activities by-

- Assessing the quality parameters and providing required suggestions for the improvement.
- Feedback from the stakeholders (students, alumni, teachers and parents).
- Monitoring of course files, lecture Schedules, course plans
- Verification of Notice board displays periodically - To check whether the current circulars have been displayed or not. Old circulars have to be removed
- It's the responsibility of IQAC to make the students aware of the minimum attendance criteria.
- Verification of cycle test analysis the result
- Make induction program of alumni with on roll students to share their educational experience.

Timely release for orientation & refresher course

- Principal also gives permission to the faculties for orientation & refresher course

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

IQAC has always been focused on learner-centric teaching learning process and has designed the policy to assess and evaluate it from time to time. There are two examples of institutional reviews and implementation of teaching learning reform facilitated by IQAC are-

1.Teaching through senior students (TSS) - Because in institute 11 post is sanctioned only 04 post is filled by regular teachers for arts, commerce and science stream. In session 2020-21 due to pandemic offline classes started from 1November 2020 and guest faculty appointed in month of January 2021.Few guest faculties were not available for teaching purpose so finally with the aim of providing education facility, online classes were taken by senior

experienced students .

2. Traditional Classrooms to Digitized Classrooms - Gradually, the chalk, duster and blackboard teaching are changing with the LCD projectors, PPTs, whats app, online classes via google meet platform . Interestingly all the notice related to curricular and co-curricular are may passed out immediately . The online feedback method is helping students to communicate their queries with the teacher and principal, directly. The above two examples can best describe the review and implementation of teaching learning reforms initiated by the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Govt. College dipka is co-educated college where girls and boys ratio is 2:1. College always concerned about promotion and gender equality as -

Gender equity & sensitization in curriculum:

The topic of "Gender Sensitization" is introduced by the institution in environmental studies and human rights project.

Learning Outcomes of the Course:

Students will have developed a better understanding of important issues related to gender.

Students will be sensitized to basic dimensions of the biological, sociological, psychological and legal aspects of gender. This will be achieved through discussion of materials derived from WhatsApp, Facebook, facts, everyday life, literature and film.

The following specific facilities provided for girls are-

1 Online Classes on Gender equality:

During online classes by group discussion and related lecture our institute made efforts about the importance of gender equality.

2. Online Counselling:

A separate woman Harassment cell is constituted by the college for girl students. The counsellor counsels the student on issues like personal, psychological, emotional problems and difficulties.

File Description	Documents
Annual gender sensitization action plan	Nil
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	https://www.governmentcollegedipka.com/uploads/123.pdf

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

D. Any 1 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

College maintain eco-friendly environment in and around the campus.

Solid waste management: Separate dust bins are kept at different places. Blue colour dust bin is kept for dry waste and Green colour bin for wet waste. There are Biodegradable materials which can converted into manure in compost pits.

- **Liquid waste management:** The institute practices outlet water from water drinking point and overflowing water from tanks to perform gardening. Water from laboratories is disposed off into closed collecting tank.

Biomedical waste management: The institute is not involved in any clinical experiments.

E-waste management: The college e waste are managed in such a manner-

- The cartridge of laser printers is refilled outside the college campus.
- UPS Batteries are recharged / repaired.

Waste recycling system: All buildings have been provided with rain water harvesting systems. recycled water is used for gardening.

Hazardous chemicals and radioactive waste management: Hazardous Chemicals are kept separately in the store room away from the reach of students. Lab In-charges takes care of the chemicals and safety norms in the laboratory are strictly followed. Students are made aware of the hazardous chemicals and safety aspects before utilizing the chemicals.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File
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	
C. Any 2 of the above	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
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 with trees and plants	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
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	
E. None of the above	

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

To fight against the pollution college regularly focuses in plantation .college is spread over 0.99 acr. area and. over 418

strength of students along with about 19 faculty members come from various cultural backgrounds who carry forward their rich cultural diversities.

During Diwali the institute is well decorated to celebrate diwali & and other festival of chhattisgarh. Theme based concept pollution and environment , blood donation, save girl childs, voter awareness .etc. are chosen for online debate competition which is beautiful example of harmony towards cultural, regional, linguistic, communal socioeconomic and institution conduct various competitions for the faculties and students in the campus.

The institute takes extra efforts in providing an inclusive environment for all the students and employees. Tolerance and Harmony to cultural, regional, linguistic, communal socioeconomic and other diversities is best achieved by the major events like Republic day and independent day , online descission about national integraty ,brotherhood, Holy, madai mela (tribal gathering), Cultural Festival at Institute levels. Cultural Festival are annual events where the students present their talents like singing, dancing, drama ,role play of different languages and state, International Yoga day is being celebrated every year.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The topic “CONSTITUTION OF INDIA” was introduced by the affiliating university in B.A. political science where students taught about the duty and rights of citizens . Every year college celebrates online constitution day on 26 nov. and human rights day on 10 dec.

Various faculties have always been in the practice of organizing activities that not only initiate but also motivate the students to adopt various practices that promote the “Unity in Diversity” of our motherland. The Institute ensures that the students online participate very enthusiastically in all such activities.

1. National Identities and Symbols: The Institute celebrates Independence Day & Republic Day with great pride. The Faculty organizes and celebrates the Constitution Day on an annual basis and thus contributes to the spreading of Constitutional values and ideals.

2. Fundamental Duties and Rights of Indian Citizens: The Faculty has online organized various academic and co-curricular activities eg debate and lecture for the propagation of the Fundamental Duties and Rights of the Indian citizens.

3. Constitutional Obligations: The Institute has organized student centric activities like online slogan, poster & essay competition which have always received huge participation from the students .

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
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	No File Uploaded
Any other relevant information	No File Uploaded

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

Institution organizes various national and international commemorative days, events and festivals, events and function helps in all round development and personality development, building in atmosphere of unity and brotherhood. it helps in making student aware about Indian culture , our tradition and contribution made by historical experts toward welfare of our society and building our nation :

National voters day-25 January

Republic day- 26thJanuary

Science Day- 28thFebruary

Environment day- 05 june

International Day of Yoga – 21st June

Independence Day- 15th August

Teachers Day - Sir Sarvepally Radhakrishnan's Birth Anniversary-5thSeptember

Hindi diwas 14 sep

Gandhi jayanti- 15th october

Constitution day – 26 november

World aids day – 01 december

National Mathematics Day – Sri Srinivasa Ramanujan Birth Anniversary –22nd December

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best practice

1.Title of the practice – Online teaching program.

2.Objectives of the practice- To make our remote area students more skillful . 3.The context- most of the students belong to rural and remote area and to the very weaker sections of society.

4.The Practice-.Classes were taken using online platform like whatsapp , google meet ,zoom app etc.

5.Evidence of success-Students are able to use different online platform like google meet ,zoom app etc.

6.Problems encountered and resources required-As most of the students come from rural and economically weaker background .

Best practice 2

1.Title of the practice -Green and clean campus

2.Objective of the practice-To make environment pollution free and awareness about cleanliness.

3.The context- Our institute is situated near coal mining area Gevra.

So to make our students aware about the harmful effect of pollution .

4.Practice- With the help of students during this session 30 different plants has planted .Due to pandemic period some plants are dead and some are live.

5.Evidence of success-Present green and clean campus is the outcome of our regular efforts.

6.Problems encountered and resources required- Due to pandemic period lot of problems like regular care of plants.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

Social Responsibility towards society

Govt. College Dipka is very important higher education institute in the city to cater the educational needs of nearby students. college is started in 2008 on public demand. It is situated in only 0.99 aces land with lack of play ground but sarpanch of village allowed to use marked land connected to college for students play ground and other needs of college. they were always concern about approach road toward college and other needs of college.For the education of youth of village area , N.S.S. Sweep, IQAC and all stakeholders are constantly working through various programmes and activities .Areas of Priority and Thrust -

It has clearly mentioned in its vision Development of personality with higher education and ethical values. The college is strongly committed towards the personality development of youth and It is continuously doing through N.S.S.activities, participation of students in online debate. In keeping with the motto 'College adopted Education through traditional method as well as ICT Tools. the mission of the College is to educate the rural backward students to grow into better human beings .

infrastructure for quality education – The College infrastructural

facilities is satisfactory according to remote area .

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1-Plan to build separate library building- for large no of student our current library is not sufficient. So separate library building is amongst the necessary factors required for the event of library. Library is a growing organism. It is very essential for both staff and teachers.

2.Develope playground in the campus-for the all round development and physical fitness purpose ,college sports and different activity our need of playground is the top priority.

3.Improve student result-we are trying to establish effective goals and work toward it. Making best strategies to improve student academic performance and improve their result.

4.Smart room enabled class room-In modern era technology plays a vital role in achieving students learning goals. Smart classroom is helpful in many ways for both staff and teachers by integrating learning technology.