



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT AGRASEN COLLEGE, BILHA, BILASPUR (C.G.)
Name of the head of the Institution	Dr. Prachi Singh
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07752296975
Mobile no.	7999840210
Registered Email	govtagrasencollegebilha89@gmail.com
Alternate Email	iqacgacbilha@gmail.com
Address	Govt. Agrasen College, Mandi Road, Bilha
City/Town	Bilaspur
State/UT	Chhattisgarh
Pincode	495224

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. M. K. Singh
Phone no/Alternate Phone no.	07752296975
Mobile no.	7999654439
Registered Email	drmukulsingh@yahoo.com
Alternate Email	iqacgacbilha@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.gacbilha.ac.in
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.gacbilha.ac.in/Uploads/academic%20calendar%2016-17 2020173104045 2020074074014.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.02	2017	02-May-2017	01-May-2022

6. Date of Establishment of IQAC	22-Jul-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Third Meeting of IQAC	28-Dec-2016	20

	01	
Second Meeting of IQAC	20-Oct-2016 01	16
First Meeting of IQAC	28-Jul-2016 01	8
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2017 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Induction programs organised for first year classes.

NSS and Red cross society of the college organized many awareness programs .

College level annual sports competition organized by sports department and many sports were conducted in the whole session.

Plantation work done and many medicinal and ornamental plants were planted in college campus

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

Plan of Action	Achivements/Outcomes
Institutional values and best practices	1 Under the banner of NSS, various activities like plantation, for the purpose of green and healthy campus and a maintained garden were developed. 2 For social awareness many programs were organized by NSS.
Governance, leadership and management	1 Various committees like infrastructure, Academic audit, Examination, Scholarship, Women cell, Anti Ranging committees were functioning at college. 2 Leave facilities like EL, CL, medical leave were given as per requirement.
Infrastructure and learning resources	1 New equipment for laboratory purchased. 2 More furniture purchase for classes and library.
Student Support and progression	Scholarship provided to SC, ST and OBC students. College level annual sports and cultural programme organized. Yoga Day, Youth Day, Constitution Day, Voters Day etc. celebrated and various competitions were organized.
Research, Consultancy and extension	Seminars were attended by professors and some professor published research papers in journals. 2 Plantation programs organized. 3 Seven days NSS camp organized .
Teaching learning and Evaluation	1 Time table prepared according to guideline of higher education department of Cahhattisgarh state. Many Test exam were conducted and examination result analysis was done by faculties.
Curriculum Planning and implementation	1 Academic Calendar published by higher education department is completely followed. Some of our staff members are member of board of studies of university.
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14. Whether AQAR was placed before statutory body ?

No

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

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	29-Jan-2017
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

In our college in the month of July the college conducted the staff council meeting for the discussion of Academic Calendar, teaching learning process, Time Table, Admission, Result and other curricular activities for the Academic session. Every department distributed the course material/ Papers to the teachers according to their subject matter expertise. A well elaborated yearly time table is made for yearly/semester wise syllabus. A separate Time Table committee was available to prepare course-wise and day wise Time Tables of theory and Practical classes. Attendance and daily diary were prepared by subject teacher and checked by Principal in the month last. College has an established library for teachers and students. Numbers of text books, Reference books and Journals are available for both students and teachers. For the effective delivery of the curriculum and for better the learning, various classroom teaching tools and techniques are adopted by the teachers. Chalk and green board method, uses of chart, written/Printed notes, Group Discussion among the students and teachers, Guest Lecture etc. are arranged for better teaching learning process. Regular class test, internal Examination etc. are conducted as per the Academic calendar of the college, University and Higher Education Department. Field visit, Educational Tours and Trip visits to achieve different objectives have also been conducted for proper delivery of curriculum. Every department of the college keeps the record of all its student regarding their Academic performance during the whole session. NSS, Youth Red Cross Society and Sports department actively arranged the many extra curricular and beneficial programs. In the beginning of Academic session College Principal prepared many Committees for better educational, curricular, better management of college environment and follow-up of academic calendar. Important committees of our college are College Development Committee, Purchase Committee, Discipline Committee, Anti Ragging Control Committee, Right to Information Committee, Scholarship Committee, Student Union Committee, Janbhagidari/Self Finance Committee, UGC Committee, Write-off Committee, Environment Protection and cleanliness Committee, Teaching Learning observation Committee etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NIL	NIL	Nil	00	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Survey of Medicinal Plant	52
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college IQAC collected feedback from students about teachers, at the end of academic session. IQAC provided printed feedback forms on various parameters. Feedback forms have been collected from the regular students of UG and PG classes and analysed thoroughly and suggestion has been gathered from the stakeholders. Recommendation has been incorporated/implemented in the working policy of the institution for the upcoming academic session. Feedback from the regular students also collected for their respective teachers, their teaching process and the new teaching techniques, responses of the teachers are asked on the scale of completely agree / disagree. Important parameters of feedbacks are

regular availability of Professor in class room, does the professor come to class on time according to time table , Proficiency and knowledge of topics and subject, Teachers discuss properly in the class room, Do the Professor complete their syllabus on time. In academic session 2016-17 approximately 95 percent students are agree for above parameter and given good feedback for all teachers in college. Suggestion and comments given by the students have also been taken into consideration for future development of different areas where improvement is needed have discussed by IQAC and Principal with the concerned committee and department of the institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	M.A. Economics	30	17	11
MA	M.A. Hindi	30	36	29
MA	M.A. Sociology	40	46	30
MA	M.A. Political Science	30	37	29
MCom	M.Com First Semester	40	27	20
BCom	B.Com.I	80	87	68
BA	B.A. I	240	270	240
BSc	B.Sc.I	80	203	79

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1013	196	14	Nil	14

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
14	Nil	Nil	Nil	Nil	Nil

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In order to enhance the capability and to support student, mentoring system has been implemented at the college. In the institution 1 to 3 mentors are appointed. College cater the wide variety of students in terms of educational and economical background, the system helps in understanding the students and provide students centric education to them and perform according to their potential. Student Monitoring System(SMS) is adopted to narrowing the gape between teachers and students for both educational and personal guidance . Mentors consult the students to solve their problems came across during their course of study. Mentors understand the status of slow learner and encourage then for best academic performance. Mentor advised students in career development and professional guidance provided to them and motivate them in all academic matters. After collecting all necessary information , mentors offer guidance and counseling, as and when required. If a student is identified as having weakness in particular subject, it is the duty of the mentors to apprise the consult subject teacher. A register is maintained for every mentee to record their issues , mentors are encouraged to approach the mentor both academic and personnel problems mentee are benefited by the personalized/ Carrier advised from there respective mentors

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1209	14	1:86

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	14	7	1	9

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	00	Null	00
2017	00	Null	00
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	594	IV	02/07/2018	13/08/2018
MA	444	IV	02/07/2018	20/08/2018
MA	464	IV	06/07/2018	14/08/2018
MA	454	IV	02/07/2018	20/08/2018
MA	414	IV	02/07/2018	14/08/2018
BSc	006	III	20/07/2017	07/07/2017
BCom	009	III	07/04/2017	02/07/2017
BA	003	III	26/04/2017	20/07/2017

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

A meeting is organized by the college principal for admission and for timely completion of syllabus and purpose of cultural and test etc. Purposed class wise teaching time table is displayed on the notice board of the college. Month wise teaching plan is prepared for each course/papers for all the UG and PG classes. Class room test and unit test are conducted. Internal assessment is a regular process and a part of curriculum and the marks obtained are added to the final scores in UG and PG classes. Class room seminars are organized by PG department for preparation of semester courses and personality development of students. In Botany and geography subjects a field project is prepared for the knowledge of local villages and local flora. All faculty students are engaged in college garden and playground in free period for the development of sports activities, social activities and for their personality development.

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

The college follows the academic calendar of affiliating University and higher education department of state government. The Academic session is started from 15 June in every year. For admission Under graduate (UG) and post graduate (PG) classes the admission process follows university and state government rules. Firstly date of admission forms are issued and their submission date is decided, advertisement through news papers and notice board. Admission to both UG and PG classes are provided on the basis of merit and state government reservation policy for SC/ST/OBC students . This session following academic activities are done by college. 1- 15 June 2016 admission started and closed on 15 August 2016. 2- Classes started from 1st July 2016. 3- In 15th August 2016 Independence day celebrated in the college. 4- 26th August student union election was done. 5- 5th September 2016 Teachers day celebrated. In September unit test of students were conducted. 6- 17 Nov 2016 Supplementary exams were started .7- 09 Dec.2016 Semester exams were started . 8- on 26/01/2017 Republic day celebrated.. 9- In the month of Feb. 2017 College Annual functions celebrated. 10- From 1st Feb. 2017 Practical exams for UG classes were started. 11- In the month of March and April annual exam were conducted.

2.6 – Student Performance and Learning Outcomes

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

https://www.gacbilha.ac.in/Uploads/Program-outcomes_2021297114840.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
594	MCom	Commerce	9	8	88.8
464	MA	Economics	2	1	50
444	MA	Political Science	26	24	92.30
454	MA	Sociology	12	10	83.33
414	MA	Hindi	30	13	43.33
009	BCom	Commerce	45	35	77.77

006	BSc	Science	56	49	87.05
003	BA	Art	182	142	78.02
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2.7 – Student Satisfaction Survey

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

<https://www.gacbilha.ac.in>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	00	NIL	0	0
Minor Projects	00	NIL	0	0
Interdisciplinary Projects	00	NIL	0	0
Industry sponsored Projects	00	NIL	0	0
Students Research Projects (Other than compulsory by the University)	00	NIL	0	0
International Projects	00	NIL	0	0
Any Other (Specify)	00	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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NIL	Nil	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	Nil	00
International	NIL	Nil	00
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nil
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2016	0	NIL	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2016	Nil	Nil	00
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	13	Nil	Nil
Presented papers	1	1	Nil	Nil

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Van Mahotsav	N.S.S.	1	80
Vatika Nirman	N.S.S.	1	80
One Day Camp Parsada Village	N.S.S.	1	50
Seven Day Camp	N.S.S.	2	51
Plantation	N.S.S.	1	70

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachhta Program	N.S.S.	Swachhata Abhiyan in College	1	85
Swachhta Program	N.S.S.	Swachhata Abhiyan in College	1	85
Swachhta Program	N.S.S.	Swachhata Abhiyan in College	1	50
Swachhta Program	N.S.S.	Swachhata Abhiyan in Bilha	1	80

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Survey of Medicinal Plants	52	Institutional	1

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	00
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.34	1.26

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NIL	Fully	NIL	2016
NIL	Partially	NIL	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17840	1941822	493	120000	18333	2061822
Reference Books	1545	1750708	537	99992	2082	1850700
Others(s pecify)	4	24990	3	1385	7	26375

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	12	1	1	2	0	1	0	55	0
Added	0	0	0	0	0	0	0	0	0
Total	12	1	1	2	0	1	0	55	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

55 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Our college followed a systematic academic and administrative system for utilizing physical academic and support facilities. The college has established several committees for taking decisions, scrutinizing, augmentation and maintenance of infrastructural facilities, following the recommendation of University/Higher Education department of Chhattisgarh state and UGC. The relevant college committee also perform internal audit to ensure the proper utilization of funds. The various committees established at the college are meant for several institution affairs like student admission, Academic time table, student examinations, purchase, extension activities and student welfare. Whitewash, any new construction major repair also executed by public work department (PWD), in the similar manner whereas minor repairs are done at the college level. the department requirement and the need of the laboratories apparatus etc. are arranged by the Principal through sending the proposal with

detail of budget requirement funding agencies etc. to the government of higher education for approval. College has a separate library building and more than 20415 books are available. College library committee meet to regular intervals to decide the purchase and infrastructural development of library. A separate sports committee is formed for sports department of our college to look facilities and sports activities in college/University/State/National level sports competition. For computer literacy a separate computer room are arranged by college.

https://www.gacbilha.ac.in/Uploads/Procedures%20and%20policies%20for%20maintaining%20and%20utilizing%20physical.%20academic%20and%20support%20facilities%202016-17_20211211082245.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Government Scholarship scheme	940	3798028
Financial Support from Other Sources			
a) National	National Scholarship scheme	Nil	0
b) International	NIL	Nil	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NIL	Nil	Nil	NIL

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	Career counseling	Nil	Nil	Nil	Nil
2017	Guidance for competitive exam	Nil	Nil	Nil	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

Nil	Nil	Nil
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Mangal Spanz Iron Bilha, NOVA steel plant Dagori	35	22
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	12	B.A.	Arts	Govt. Agrasen College Bilha	M.A. Hindi Literature
2016	9	B.A.	Arts	Govt. Agrasen College Bilha	M.A. Political Science
2016	2	B.A.	Arts	Govt. Agrasen College Bilha	M.A. Economics
2016	8	B.A.	Arts	Govt. Agrasen College Bilha	M.A. Sociology
2016	4	B.Com.	Commerce	Govt. Agrasen College Bilha	M.Com.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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Cricket	Inter College	16
Athletics	Inter College	8
Kabbaddi	Inter College	12
Cross country Race	Inter College	4
Chess	Inter College	10
Volly ball	Inter College	12
Badminton	Inter College	5
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	National	Nill	Nill	NIL	NIL
2016	NIL	Internat ional	Nill	Nill	NI1	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In the beginning of Academic year, students council is constituted by the college the student council is elected as well as nominated as per the Government directive . Students union comprises of president, vise president, secretary, joint secretary and class representatives. Apart from this the various other students bodies are also constituted by the college for various activities. One wing of college Red cross society is comprised of student spreading health and hygiene awareness and volunteering / organizing health/ medical camps inside the college campus. The student members of Youth Red cross also run campaigns outside the college campus for spreading health and hygiene awareness among the people residing in the adjoining societies. The college has constituted a green army which is comprised of student members who accomplish their duties towards environmental protections, Ecological preservation and also towards cleanliness. The student members of the Green army run tree plantation drives by planting in and around in the college campus with collaboration of NSS students. The students of our college observe the green landscaping inside the college campus. The student of different faculties watch out for any wastage of water , leakage of pipeline/taps and also water sanitation maintenance of RO inside the college campus. Student council maintain a disciplined atmosphere in the college. Republic day , Independence Day and Gandhi Jayanti etc. are celebrated by students council to cultivate the sense of respect for our Indian culture and tradition. The student council also participate in the extension activities conducted by the NSS unit, Red cross unit etc. This unit organized different extension programs like Plantation Program, Blood donation camp health awareness programme cleanliness programme etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

8

5.4.3 – Alumni contribution during the year (in Rupees) :

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5.4.4 – Meetings/activities organized by Alumni Association :

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CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Principal being academic and administrative head of the college, supervise all the activities and ensure implementation of academic discipline. The long term vision of the principal for both academic and administrative guidance, motivates and encourages the staff to actively involve themselves towards realizing the goals and objectives of the college. The principal also coordinates with outside agencies like University, UGC and State higher Education department and other government bodies in compliance with necessary regulations. IQAC is also functional in our college for monitoring and implementations of participative management to achieve quality bench mark. The principal is the chairman of the college staff council. Department heads and principal are accountable for the implementation of academic calendar, completion of syllabus , internal assessments and annual practical and theory examination. The department heads decide among themselves the course distribution, teaching plans , theory / practical classes and syllabus completions. Every department conducts departmental meetings for discussions regarding syllabus compilation , teaching plans, future plans , faculty needs and other requirements. Two practices of decentralization and participative management during the current year are provided below- 1- The annual and semester examinations carried out timely with separate examination committees for arts, science and commerce streams in three different shifts. Each committees comprised of exam superintendents and assistant superintendents who managed all the activities related to examination of their shift. The examination committees were responsible for the smooth conduction of the exams with the preparation of seating plans, arrangements of exam halls , invigilator duty charts, collection and dispatch of the answer sheets to the affiliating University. 2- All post graduate departments have own organized departmental association comprising of selected/ nominated students, coordinated by a professor in charge under the supervision of the HOD, performed various academic and administrative activities like the conduction of seminar, test under internal assessment, use management of departmental library, academic excursion tours, inter departmental inter college academic interactions.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Following the guidelines provided by

	<p>the department of Higher education Govt. of Chhattisgarh, the entire admission procedures are followed by admission committees , which are formed department wise for PG and subject group wise for UG. According to the sanctioned seats , students are enrolled on the basis of merit ranking and following the reservation policy of Chhattisgarh State. NSS, NCC and Sports students are given weightage.</p>
Examination and Evaluation	<p>Unit test , Class room test, internal exam, surprise test, quarterly exam, assignment , project work, class seminar etc. are implemented for examination and evaluation. In PG classes semester system is implemented.</p>
Teaching and Learning	<p>Teaching plans were prepared on the basis of the academic calendar. Time table of classes are prepared by college time table committee daily diary and attendance were prepared by subject teacher and verified by the head of the department and again by the principal. Conducting Unit test , surprise test, classroom test etc. and exposing students to social activities through NSS, Red cross and sports are done by respective professor in-charge.</p>
Curriculum Development	<p>For the development of the curriculum subject wise board of studies are constituted by the University as per the guideline of UGC. The subject wise course curriculum is developed by board of studies based on the needs of the learners and local needs for the students. Some professor of our college are members of university board of studies of various subjects and they participated in curriculum development.</p>
Human Resource Management	<p>Permanent teaching and non teaching staffs are appointed according to the government rules . guest teachers are appointed as per the government sanctioned permanent teaching posts. Some teachers and non teaching staffs are appointed under the scheme of Jan Bhagidari Samiti . The college has 14 permanent and 7 guest teaching faculties in different subject. Self appraisal of teachers through maintenance of academic diary , establishment of grievance readdress, anti-ragging committee , sexual harassment committee etc. are functional.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Communication with department of higher education Government of Chhattisgarh , Bilaspur University, UGC CRO Bhopal, RUSA, State project office Raipur and concern officials have been made through E-mail.
Administration	Department of higher education has issued all orders / circulars through Email, and monitors all the colleges through video conferencing . Various information of the college are sent regularly to higher official through Email.
Finance and Accounts	All salaries are made online in EKosh software of department of finance Govt of Chhattisgarh. All the payments of salaries are done through online transactions . The payment of purchase of various articles are done through treasury challan by making online bills. All grant from the government is received through online transaction

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NIL	NIL	NIL	Nil
2016	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NIL	NIL	Nil	Nil	Nil	Nil
2017	NIL	NIL	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional	Number of teachers who attended	From Date	To date	Duration
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development programme				
short term course	Nill	Nill	Nill	00
Orientation Program	Nill	Nill	Nill	00
Refresher Course	Nill	Nill	Nill	00
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1- General provident fund, Family benefit Fund, Group Insurance Gratuity. 2- Dearness allowance, House rent allowance, 3- Medical reimbursement 4- Casual leave(13 days) half pay leave in medical ground(20 days), earn leave(10 days per year) leave not due , maternity leave(3 months), study leave (2 year) for teacher fellowship, summer and winter vacation 5- remuneration/ honorarium examination (teaching/non teaching staff).6- For updating the subject knowledge the teaching staff members are allowed to participate in the orientation program/ refresher program and short term courses.6- A canteen is provided inside campus with suitable rates to provide refreshment for students and college staff.7- RO water facilities , vehicle</p>	<p>1- General provident fund, Family benefit Fund, Group Insurance Gratuity. 2- Dearness allowance, House rent allowance, 3- Medical Allowance (only for class III /IV optional Accountancy allowance (Only for accountant 4- Casual leave(13 days) half pay leave in medical ground(20 days), earn leave(10 days per year) leave not due , maternity leave(3 months), study leave(2 year) , Allotment of Government quater , loans and advanced for class III/Iv employees Compassionate appointment, pension 5- remuneration/ honorarium examination (teaching/non teaching staff)7- A canteen is provided inside campus with suitable rates to provide refreshment for students and college staff.8- RO water facilities , vehicle stand are available.</p>	<p>Construction of a new cycle stand in side the college campus, improvement in college canteen facility girls common room facility , water cooler facility in college.. Establishment of student help desk in the college. Enhancing the grievance cell in college</p>

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution conducts both internal and external audit regularly. Internal audit committee is formulated by the head of the institute which conduct audit of financial records as Cash-book related to UGC, Jan Bhagidari, Government/ Non- Government accounts along with the voucher. After the internal audit the documents are audited by Chartered Accountant. Regarding external audit of state Government fund utilization there is process of departmental audit which is done time to time by the department of the Higher Education and the officials of accountant general office.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Janbhagidari Samiti, self finance etc.	442400	Campus development, Equipment, student well fare and remuneration of part time teacher and staff.
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6.4.3 – Total corpus fund generated

442400

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	Academic Audit committee appointed by the principal
Administrative	No	NIL	Yes	Administrative Audit committee appointed by the principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1- Faculty members maintain attendance record of students. If a student is showing poor attendance, then parent are informed about the same by faculty member and principal and subsequent meetings are arranged by the college authority with the parents. Parents provide essential support and care to ensure proper attendance of their ward. 2- Discussion of academic performance . 3- Students facilitated and motivated for better carrier development.

6.5.3 – Development programmes for support staff (at least three)

1- Field visit 2- Family gathering 3- Computer literacy

6.5.4 – Post Accreditation initiative(s) (mention at least three)

NIL

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
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b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	First Meeting of IQAC	28/07/2016	28/07/2016	28/07/2016	7
2016	Second Meeting of IQAC	20/10/2016	20/10/2016	20/10/2016	16
2016	Third Meeting of IQAC	28/12/2016	28/12/2016	28/12/2016	20

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nil	Nil	Nil	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>Students prepare projects on Environmental Science as a part of their course curriculum on different environmental issues such as air, water, land and sound pollution, solid waste management, eco system, biodiversity and human rights. Regular plantation is conducted in and around the college to promote green campus and to reduce pollution. Reduced the usage of harmful chemicals in the laboratory practical like, H₂S, H₂SO₄ etc. to minimize the chemical footprint of the college. Power saving CFL Bulb and Tube lights are used in the College campus.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	8
Physical facilities	Yes	8
Rest Rooms	Yes	8

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	ntages	local community					
2016	1	1	14/08/2016	1	Plantation	Environment Awareness	70
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Vidharthi Aachran Sanhita	01/01/2016	As the college is a government institution we follow the rules and regulation applicable to the government employees students of Govt. Of Chhattisgarh It displays on college website and also on notice board of college

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Gandhi Jayanti	02/10/2016	02/10/2016	50
Independence Day celebration	15/08/2016	15/08/2016	80
Republic Day	26/01/2017	26/01/2017	70
Teachers Day	05/09/2016	05/09/2016	80
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1- Organizing Plantation programme by NSS and Botany department. 2- Emphasis on green campus clean campus. 3- Dustbins are provided to collect waste and paper in the college campus . 4- Plastic free zone campus established. 5- Sanitation of college campus is done.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices -1 Title of the practice: - Communication and monitoring of student 1. Goal - Because of college being located in rural area, most of the students are from for flung and underprivileged area. Communication network at such places either does not exist or is very poor. As students also belong to agriculturist and labour family, they have to do work at their fields also. So, because of financial weakness and bad communication network, the institution always faces problem of their low attendance in classes and sometimes students even fail to fill exam form, scholarship form etc. on time. So, it becomes imperative on this part of the institution to make them updated with various information of the college which they should know. This also helps in monitoring activities of students. 2. The Context- low attendance and timely filling of various forms etc. were always a big problem with the institution. Sometimes students even fail to Appear at exam because of non- intimation of or change in schedule of exam dates. So if they or their parents are informed on time such practices can be reduced to great extent. In case of low attendance of students their parents can be contacted and the reason of any can be known.

It to be possible for the institution to short out this, it would be a great help to the students. To check all these, the institution has developed a practice of knowing mobile no. of students and their parents. 3. The Practice - At the time of admission, students are required to provide their and their parents complete address, mobile no. In case of continuous absence of students from his/her class, they are immediately contacted by faculty member/office staff to know the exact reason for their absence, Reason if any, is tried to be sorted out. Continuous efforts and proper supervision have greatly minimized this. During exam if a student fails to come on time they are immediately contacted and necessary arrangement is made, so that he/she cannot miss exam because of any reason, if there is a change in exam schedule, the students are immediately intimated accordingly. 4. Evidence of Success - The practice undertaken by the institution has greatly reduced the cases of absence of students in class rooms, during examination, timely and properly filling of exam forms, scholarship forms. Sometimes informing parent of students for not coming to college regularly. 5. Problems Encountered and Resources Required- Sometime wrong mobile no., temporary failure and non-availability of mobile network make students not informed on time. This makes them to miss exam or fill exam form, scholarship form on time and they have to pay penalties. # Best practice -2 Title of the practice - Extension Activities of Students 1- Goal- The institution performs various extension activities through student volunteers of National Service Schemes, Youth Red Cross etc. The institution being located in rural area, most of the students have rural background so the institution intends that education of student should be associated with some form of social services. It will arouse among students an awareness of the realities of life, a better understanding and appreciation of the problems of the people. This will be concrete attempt in making campus relevant to the needs of the community. With these challenges and goal, the institution has made NSS, an integral part of its co-curricular activities under leadership of its co-ordinator by strengthening it further and further. This not only generates a sense of social and civic responsibility among students, but also develop a sense of involvement in the task of national developments. This will develop competence among students required for group living and sharing of responsibilities, skills in mobilising community participation, leadership qualities and democratic attitude. 2- Context- Most of the students of the institution have rural background. They work in the agriculture field also. This can be exploited to make them to involve themselves in community services. It is essential for students to perceive the community and discharge their responsibilities towards it. They are equipped with the leadership quality which enables them to carry out various plans. So far as the agriculture is concerned, it facilitates them to think in a different way particularly in the Modern scientific concern. In this cooperative way production augments very rapidly to the extent of making their standard of living higher. Their determination to provide service to all in the society gets an ideal motto for other to be followed. The Context of human service is itself a great achievement beyond description. 3- Practice - Each year NSS organised one day and seven-day camp in the leadership of its coordinator as per calendar of Department of Higher Education Government of Chhattisgarh in some chosen village. In such camp students are made to undertake community services like- Environmental awareness programme, Literacy drive campaign, Health-hygiene awareness programme, Awareness against Child labour and social evils, Child marriage, Drug addiction. Construction of drain and platform etc. are also performed by volunteers of NSS. Thus, NSS provides a great opportunity for the cadets to be practical in getting solutions to various problems. They try to find out the remedies on spot when they hold a camp in villages. They not only explain and understand what scarcity of resources is there, but also learn from different persons how to lead a good life. They are very pragmatic to help people whenever natural calamities ensue. They are always ready to manage food

clothing and first aid to the victims. Besides it they ensure that the needy is getting all the possible help even man-made disaster. 4. Evidence - NSS unit of this college has organised Blood donation camp. Along with-it plantation and gardening are always maintained in the premises of college. Most of the students join hand with volunteers to participate in cultural programmes organised by college. 5. Problems - While camp is held, villagers sometimes do not support very much. There is a communication problem too to convince them about sanitation and health hazards. 6. Resource - Resources are not adequate to maintain all the pursuits of the unit. Even delayed availability of fund also slackens the pace of development. If the fund is enhanced the various activities may prosper to the great level.

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

https://www.gacbilha.ac.in/Uploads/Best_Practices_2016_17_20211211075106.pdf

7.3 – Institutional Distinctiveness

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

Government Agrasen College Bilha situated 25 Km away form district headquarter Bilaspur is the known center for imparting quality higher education in compeletly rural and under privilege area. It is located on Mumbai-Hawra rail track of South Eastern central railway of Bilaspur railway zone, Bilaspur. The college was established by Agrawal sewa Samiti Bilha on 15th November 1984 keeping in minds the need of higher education of this rural area is inaugurated ceremonially on 17th August 1989 by the then Education minister of Madhya Pradesh, Shri Chitrakant Jaiswal. Spread in an area of 17 acre is fully protected by boundary wall. Various industries like Sponge Iron , power plant , Rice mill etc. are located near by college which generate employability of passed out students of the college. The college is co- educational college and offers under graduate programme in all the three streams (Science, Arts and Commerce) and Post graduate programme in five subjects the total strength of the college in the present academic year is 1209 and most of the students are from rural and under privilege area . Reaching out to the poor and under privilege folk in rural area is mission to impart higher education for their intellectual , ethical, moral and physical upliftment and to provide exposer to modern technology, is something the Government Agrasen college has always aimed to achieve. There has been a continuous endeavor on the part of the college to ensure quality education with honest dedication of the faculty member.

Provide the weblink of the institution

https://www.gacbilha.ac.in/Uploads/Institutional%20Distinctiveness%202016-17_20211211080420.pdf

8.Future Plans of Actions for Next Academic Year

1- Upgradation of existing laboratory and purchases of new equipments. 2- increasing the number of environment friendly initiative by NSS and ensuring participation of maximum students in such initiatives. 3- Promoting participation of students and staff in sports and cultural activities organized by the college and external agencies. 4. Promoting activities such as Yoga, Physical exercise , meditation etc. related to development of mental and physical fitness of students and faculty. 5- Opening of new courses , M.Sc. in Botany. 6- Beautification of main college campus. 7- Upgradation of parking facility for students and faculties.